



CITY COUNCIL MEETING

May 14, 2018

CALL TO ORDER: Council President Jim Kingsbury called the meeting to order at 7:00 PM. The Pledge of Allegiance was said, and Randy Cranston said a prayer. Councilors present: Gene Ditter, Jim Crowther, and Michael Taylor. Absent: Mayor Heuberger. Staff Present: Alan Frost, Public Works Director; Myrna Harding, Account Specialist; Katie Scott, City Recorder; Deputy Tom Barber; and Steve Tabor, Attorney. There were 12 people in the audience.

ADDITIONS OR MODIFICATIONS TO THE AGENDA – None
Resolutions/Ordinance to be read before staff reports.

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- **Schumacher:** Terry Silbernagel presented a proposal to purchase additional 26 acres of Schumacher Land for \$390,000 with the option of a short annual contract, to be used for Parks land. The City is currently in the process of purchasing 8.85 acres. Discussion amongst Council followed.
- **Jeff Bohnke,** President of Santiam Youth Sports Board and City Resident commented on the opportunity to purchase additional park land. He stated that it is an excellent opportunity and can provide a source of income for the City.
- **Randy Cranston,** City Resident & Planning Commission Chair, Future subdivisions will be required to dedicate 7% of land as park land. Urged Council to find the money to purchase the land being offered.

Resolutions/Ordinances

- **Ordinance 784: An Ordinance repealing Ordinance numbers 390, 391, 392, 393, 395 and Declaring an Emergency.**
Council President James Kingsbury read Ordinance 784 into the record twice.
MOTION: Councilor Ditter moved to accept Ordinance 784 repealing Ordinance numbers 390, 391, 392, 393, and 395 and declaring an emergency. Seconded by Councilor Taylor. 4 ayes, motion carries.
- **Resolution 1718-13: A Resolution Amending the City of Sublimity's SDC Charges for Water, Wastewater, Storm water, Streets, and Parks.**
MOTION: Councilor Crowther made a motion to approve Resolution 1718-13. Seconded by Councilor Ditter. 4 ayes, motion carries.
- **Resolution 1718-14: A Resolution Establishing a Methodology to Annually Adjust SDC's for Inflation.**
MOTION: Councilor Ditter moved to accept Resolution 1718-14, a Resolution establishing a methodology to annually adjust the System Development Charges for inflation. Seconded by Councilor Crowther. 4 ayes, motion carries.
- **Ordinance 738: Urban Growth Boundary Expansion, Annexation, Zone Change, Comprehensive Map Plan Amendment:**
Council President James Kingsbury read the Ordinance by title once.

STAFF REPORTS

- A. **Tom Barber, Police** – Deputy Barber presented the police stats for the month of April. There was a spike in illegal parking and traffic stops due to nice weather. Illegal parking is a chronic nuisance in the City. The City needs to amend their Ordinances in order for Marion County Justice Court to enforce them. The City Council will need to hold a work session to address the Ordinances.
- B. **Alan Frost, Public Works** – The Parks Grant for restrooms and ADA sidewalks was accepted, and there is extra money available for ADA improvements for a rubberized surface. This would also require a 50% match. There is still an opportunity to receive a second Grant. The County is aware of the manhole covers on Center Street and have plans to repair them.
- C. **Myrna Harding, Office** – Myrna asked Council to raise the zone review fees on building permits as Sublimity is currently at the lowest rate in Marion County at 10%. The Council approved staff to create a Resolution to raise the fees.
- D. **Steve Tabor, Attorney** – Nothing to report.

ACTION ITEMS:

- A. **Water Rates:** Staff presented a base rate increase as well as a higher tiered rate. The Budget Committee has asked the Council to look at the water rates. The current base rate is \$15.00, and a 30% increase would bring it to \$19.50. Staff recommends looking at the water rates each year to ensure that the fund is not in a deficit. Discussion of water rates and notifying the public followed.

MOTION: Councilor Ditter moved to accept the water rate as presented by Westech with the exception of a \$20 base rate. Seconded by Councilor Taylor. 4 ayes, motion carries.

- B. **Personnel:** Councilor Kingsbury recommended a 2% COLA and a step raise for the City employees. Councilor Kingsbury stated that the COLA should be looked at every year and the Step Plans every five years to be adjusted accordingly. All employees passed their annual evaluations.

MOTION: Councilor Crowther moved to approve a 2% COLA and a one-step increase for each employee. Seconded by Councilor Taylor. 3 ayes: Councilor Crowther, Taylor, and Kingsbury; 1 nay: Councilor Ditter, motion carries 3-1.

Councilor Kingsbury noted that there was a calculation error in the wage step for the City Recorder/Office Assistant position and would like to correct it to reflect 5% between steps.

MOTION: Councilor Crowther moved to accept the adjustment to the City Recorder/Office Assistant's Step plan. Seconded by Councilor Taylor. 4 ayes, motion carries.

Myrna presented the insurance rates to the council. By adding the two new employees (City Recorder and Maintenance Worker 1) to the plan, the rate decreased. Discussion of an opt out program, VEBA, was discussed. By offering this plan to employees, the City will not pay an insurance premium for employees that are covered by healthcare elsewhere; and the total healthcare cost for the City will decrease. Council has requested additional information to be presented at the City Council meeting in June.

Councilor Kingsbury presented the change in Myrna's title to Finance Office Manager. The Council is in agreement to change Myrna's title to Finance Office Manager.

- C. **CIS Crime Coverage vs CNA Bond:** Myrna noted that the City currently pays for an Honesty Bond to CNA Surety Company. An Honesty Bond protects the City against embezzlement and is a requirement through State Statute ORS 229.03. CIS offers Crime Coverage which is included with the City's insurance coverage, and this plan would save the City approximately \$80 and offer more coverage. Myrna asked Council to approve staff to cancel the CNA Surety Bond and move forward with CIS. Councilor Crowther would like to see a higher coverage rate in the future.

MOTION: Councilor Ditter moved to accept CIS' quote for bonding and crime insurance. Seconded by Councilor Taylor. 4 ayes, motion carries.

D. Retaining Wall Project: Alan presented the bids for a retaining wall on the corner of Parker Street and Starr Street. There is an unsafe drop off for employees as well as citizens using the ball diamond in the park. Discussion of pricing and safety followed.

MOTION: Councilor Crowther moved to accept the bid from SE3 Construction. Seconded by Councilor Taylor. 4 ayes, motions carries.

E. Expenditures:

MOTION: Councilor Ditter made a motion to pay the bills as presented for April. Seconded by Councilor Taylor. 4 ayes, motion carries.

F. Meeting Minutes – April 9th Training & Meeting.

MOTION: Councilor Ditter made a motion to accept the minutes from the City Council training April 9th as presented, and the City Council Meeting as presented. Councilor Taylor seconded. 4 ayes, motion carries.

INFORMATION ITEMS:

A. April Revenue Statement

Public Comment: Kathleen Nelson, City resident, had an anomaly on their April water bill. Her water usage more than tripled for the month. She was out of state during the time that the increased usage occurred.

MOTION: Councilor Taylor moved to give Katie permission to adjust the customers utility bill. Seconded by Councilor Ditter. 4 ayes, motion carries.

Continuing Business: None

COMMITTEE REPORTS

Raymond Heuberger: Absent

James Kingsbury: Stated that school is out on June 15th.

Gene Ditter: He met with Don Parise and Deputy Barber about Police Contracts and recommends that Council looks at an additional full time Deputy for the 2019-2020 budget period.

Jim Crowther: Would like Council to look into the parks proposal that was presented.

Michael Taylor: The Movies in the Park are moving forward.

Adjournment: Councilor Taylor moved to adjourn the meeting. Seconded by Councilor Crowther. 4 ayes, motion carries. Meeting adjourned at 9:23 PM.