



CITY COUNCIL MEETING

July 9, 2018

CALL TO ORDER: Mayor Raymond Heuberger called the meeting to order at 7:00 PM. The Pledge of Allegiance was said, and Randy Cranston said a prayer. Councilors present: James Kingsbury, Gene Ditter, Jim Crowther, and Michael Taylor. Staff Present: Alan Frost, Public Works Director; Myrna Harding, Account Specialist; Katie Scott, City Recorder; Deputy Tom Barber; and Nick Hennemann, Attorney. There were six people in the audience. Councilor Crowther arrived at 7:07 PM.

ADDITIONS OR MODIFICATIONS TO THE AGENDA –

Removal of Intergovernmental agreement with the City of Silverton
Addition of Boldt, Carlisle & Smith Engagement Letter

PRESENTATIONS/COMMENTS FROM THE PUBLIC –

- Republic Services: Drew Spainhower presented the new recycling guidelines to the Council. The changes were implemented after China announced that they would not be accepting certain materials and set a much higher contamination standard.
- Randy Cranston, Planning Commission Chair, asked Council to give permission to have the Council of Governments (COG) look into Transportation Grants for the City. COG was looking into hiring a Grant Writer, but that fell through and they currently do not have one. Alan noted that we have applied for the Safe Routes to School Grant in the past and were turned down to due median family income, and the road was a county road. The deadline to submit the grant application is the end of July. There is also a Small City Allotment Grant that the City has received in the past and is due in August.
Discussion of hiring a local grant writer followed.
There was discussion over park dedication requirements in the Hassler subdivision and establishing a Parks Committee.
Randy stated that the Planning Commission will be going over the Development Code to get updated.

ORDINANCES/RESOLUTIONS:

- **Ordinance 739:** An Ordinance Amending the Sublimity Development Ordinance, Related to Accessory Dwelling Units, Residential Uses on Residential Properties Occupied by Houses of Worship, and the Site Development Review Process.

Mayor Heuberger read the Ordinance into the record twice.

MOTION: Councilor Ditter moved to adopt Ordinance 739 as presented. Councilor Crowther seconded. 5 ayes, motion carries.

- **Resolution 1819-4:** A Resolution Establishing a Building Permit Zoning Review Fee for All New Structures, Additions to Structures, and Change of Occupancy.

Discussion of charging a fee for a change of occupancy followed

MOTION: Councilor Crowther moved to adopt Resolution 1819-4 as presented with the exception of striking out the "Change of Occupancy". Seconded by Councilor Taylor. 5 ayes, motion carries.

- **Resolution 1819-5:** A Resolution Authorizing the Establishment of the Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association ("HRA VEBA") Plans.

MOTION: Councilor Kingsbury moved to pass Resolution 1819-5 as presented. Councilor Crowther seconded. Nays: Ditter. Ayes: Taylor, Kingsbury, Crowther, Heuberger. Motion carries 4-1.

STAFF REPORTS

- A. **Tom Barber, Police** – Deputy Barber presented the police stats for the month of June. There was a home invasion robbery on Conn Hollow Road that is still in active investigation. Currently waiting for one additional bid for a radar trailer. Myrna noted that the radar trailer cannot be purchased using System Development Charges. There was a discussion of hiring an additional Deputy for the City and police dogs for the national Night Out event.
- B. **Alan Frost, Public Works** – Cascade Crest Subdivision update: Sewer main line later is in and they are working on the storm line. The Schumacher Water rights are four to five months away from being transferred. Waiting on one additional bid on a restroom for Early Settlers Park. The City did not receive the second Grant that was applied for. \$126,000 is the City's portion of payment for the new restroom, but this does not have to all be in cash, it can be in donations. Jason Devine received Operator of the Year in regard to wastewater collection and will continue as a finalist for the State. Discussion of the sewer system followed.
- C. **Myrna Harding, Office** – Myrna stated that she is working on closing out the fiscal year-end and presented the Council with the Final Budget Packets. The Health Care VEBA and SEP have been updated with the new employees and paperwork will be emailed for set up in August. All employee SEP Accounts have been set up with Raymond James. Myrna asked Council for approval to advertise the Parks Committee to the public and to begin accepting letters of interest. There have not been many complaints regarding the new water rates this month. A citizen expressed concern about the "Kratom" being sold at the gas station. Councilor Taylor noted that the FDA and DEA are looking into it, but currently there is no ban on it and it is not currently classified as a drug.
- D. **Nick Hennemann, Attorney** – Nothing to report.

ACTION ITEMS:

- A. **Land Use Planning Services Annual Contract Renewal with Mid-Willamette Valley Council of Governments:** Myrna noted that there was a slight rate increase from last year's rate.

MOTION: Councilor Taylor moved to renew the Land Use Planning Services Contract with the Willamette Valley Council of Governments. Seconded by Councilor Ditter. 5 ayes, motion carries.

- B. **Engagement Letter from Boldt, Carlisle & Smith for Audit Services:**
Myrna noted that the audit has been scheduled for the end of August this year. There was discussion of going out for bids for next year's audit. Council has asked that we go out for an RFP for next year's audit.

MOTION: Councilor Ditter moved to approve Boldt, Carlisle & Smith for audit services for the 2017-2018 year. Seconded by Councilor Taylor. 5 ayes, motion carries.

- C. **Accessory Dwelling Unit (ADU) System Development Charges (SDCs):**

Myrna Harding contacted Steve Donovan regarding ADU SDCs and he gave his opinion on the matter.

Council directed staff to prepare a Resolution for the next council meeting regarding ADU SDCs.

- D. **Expenditures – June 2018**

MOTION: Councilor Ditter moved to pay the expenditures from June 1 to June 30 as presented. Seconded by Councilor Taylor. 5 ayes, motion carries.

E. Meeting Minutes – May 21, May 22 & June 11, 2018

MOTION: Councilor Ditter made a motion to approve the minutes from May 21, May 22, and June 11. Seconded by Councilor Kingsbury. 5 ayes, motion carries.

INFORMATION ITEMS:

- A. June Revenue Statement
- B. SEP Project: Councilor Kingsbury stated that Myrna has been working on the project and it is almost wrapped up. The council will be holding an executive session.

Continuing Business: Councilor Kingsbury stated that the Council should be looking into purchasing of the Schumacher's 28 acres of park property. Councilor Crowther agrees that it needs to be discussed, but until the water rights are received it is difficult to purchase the land. The City should look into getting a right of first refusal for the property. Water rights may take six to nine months to receive.

Council discussed a tie-in with the City of Stayton's water supply.

COMMITTEE REPORTS

Raymond Heuberger: Discussion of Sewer Meeting with Stayton.

James Kingsbury: Staff had a meeting last month that was attended by our IT Maintenance Technician. Councilor Crowther stated that we should look into insurance for the computers and server. Myrna will discuss insurance with Maddison Davis.

Gene Ditter: Nothing to report.

Jim Crowther: Nothing to report.

Michael Taylor: Nothing to report.

Adjournment: Councilor Crowther moved to adjourn the meeting. Seconded by Councilor Kingsbury. 5 ayes, motion carries. Meeting adjourned at 8:56 PM