

HALSEY CITY COUNCIL MEETING

Halsey City Hall
773 W. 1st Street
Halsey, OR 97348
February 9, 2010
7:00 P.M.

The City Council meeting was called to order at 7:02 p.m.

The City Administrator took Roll Call.

Present: Mayor Marjean Cline, Council President Wade Doerfler, Councilor Kathy Parker, Councilor Eldon Albertson, and Councilor Lee Johnson. Councilor Eric Harless and Councilor Joan Mercier were absent.

Also in attendance were Sergeant Brad Kelley, Don Ware from The Times, and City employee, Martha Chamberlain.

Approval of Minutes

Council President Doerfler made a motion to approve the minutes from the meeting held on January 12, 2010. Councilor Parker 2nd and the motion carried unanimously.

Delegation

Sergeant Kelley had not yet arrived however Mayor Cline initiated a conversation regarding the Sheriff's report that was provided just prior to the meeting by commenting about the windows that were broken at the Methodist Church. Councilor Albertson asked if there was an update on the incident at the Halsey Tavern stating there seemed to be a discrepancy between the Sheriff's report and the OLCC report. Council President Doerfler asked for an update on the situation as well. The City Administrator responded the individual cited had been in court the previous month however she had no news on the discrepancy nor the situation with the Tavern. Council President Doerfler commented the apartments seem to be getting worse with Councilor Johnson commenting the far west side is the most problematic. Council President Doerfler questioned what type of individuals typically rented the apartments and asked about the progress on collecting the money that is owed on the utility bills. The City Administrator commented she has left a message with the City Attorney regarding this issue but he had not returned her call. Councilor Albertson asked how much was owed with the City Administrator responding that one set of apartments owed over \$2000.00 and the other set owed over \$4000.00. Council President Doerfler commented the accounts should be treated the same as everyone else. Mayor Cline stated however that the people living in the apartments pay their utilities with their rent and it is the owner who has not paid the City. A brief discussion ensued regarding the appropriate means to turn the water off at this location. The City Administrator stated the City Attorney had been in the process of drafting a letter and she was to get the names of the tenants however she has been unsuccessful in obtaining that information. The City Administrator indicated hopefully a notice can be sent by apartment number only. The City Administrator stated she would verify with the City Attorney but she recalled him saying it would probably have to be something like a five day notice rather than a 24 hour notice. Councilor Parker expressed a concern in delivering the notices and suggested the City Administrator have someone from the Sheriff's Department go with her at that time. The City Administrator responded that she has not gone to the apartments on her own and has always asked one of the public works employees to be with her but appreciated the suggestion of law enforcement protection as well. During the conversation Sergeant Kelley arrived therefore Mayor Cline asked him to address any items of interest. Sergeant Kelley commented he knew right away what area of the City the governing body was discussing when he arrived and not much has changed in regard to the issues at that location. Sergeant Kelley reported there had been four arrests mostly

related to domestic violence and there was an average number of calls for the month. Don Ware asked if there was any kind of update to the broken window situation at the Methodist Church however Sergeant Kelley responded there was nothing new to report on the incident. There were no other questions.

City Administrator Report

The City Administrator reported the pumps are working fine at this point in time but there were problems with them over the Martin Luther King holiday however that situation appears to have been remedied. The City Administrator reported there was a walk thru with EC Electric regarding the operation of the generator however the City contacted them a couple of days later about a problem that occurred. The City Administrator commented EC Electric came down from Portland and learned the problem was actually caused by one of the subcontractors, Alert Electric. The City Administrator reported that EC Electric has tried to collect the money from Alert Electric however they are refusing to pay and have refused a certified mailing as well. The City Administrator stated there will apparently be a meeting of everyone to resolve the issue but in the meantime she has instructed the public works employees to contact Apex or Devco Engineering with any problems in the future until this project is finalized. There were no questions.

The City Administrator reported that Wildish Construction has the lowest bid for the street overlay on West 1st Street therefore public works will coordinate with them on the preparation and a timeframe for this project. The City Administrator commented the street needs additional rock and a blow-off needs to be repaired at the south end of West 1st so the public works have begun some of this preparation work and will ensure the City's part of this project is completed prior to the arrival of Wildish. The City Administrator reminded Council the City's cost could be around \$10000.00 even though there is a street grant of \$25000.00 which will make things tight in the Street Fund however it will be nice to have another gravel street paved in town. There were no questions.

The City Administrator reported the County has not returned the plans for the Halsey Mennonite Church School therefore she did not have any news on whether they will offset some of the SDC costs with materials or labor for the depot project or not. Councilor Albertson asked for confirmation that she was talking about the area by East 1st Street with the City Administrator responding affirmatively. Councilor Albertson expressed a concern for the walls that are being constructed without approved plans however the City Administrator responded they can create forms for the project and are in compliance so long as there is no concrete poured. Councilor Johnson reported he had been over to the location recently and there was no concrete at that time. Councilor Albertson asked if there were any dollar figures discussed on the cost of that project however the City Administrator responded she has not heard any dollar amounts regarding the construction of this facility. There were no other questions. The City Administrator reported the Sensus equipment has been installed for the new electronic meter reading and City staff has been trained on its use and earlier in the day they had been online with Caselle for training. The City Administrator reported that Martha will be on vacation during this first billing so she warned Council she would be processing them and they want to look at their bills closely. There were no questions.

The City Administrator commented Jerry Werner will be having surgery on February 22, 2010 for a workers' compensation injury he filed in August, 2010 and could be out as long as twelve weeks. The City Administrator raised the question to Council regarding the "community" garden as he had asked her about it prior to learning his surgery date. Mayor Cline discussed the potential of constructing a second pole building at that site however the City Administrator responded the street would have to be vacated and she did not think there would be enough money to build it within the next fiscal year. The City Administrator was unsure of when gardening season began and therefore asked Council if it started while Werner is off and what their thoughts were on him working on the garden during this time. Mayor Cline suggested he would need to provide a doctor's release for him to do so and the issue could be presented at that time. Mayor Cline stated that last year Werner's wife was laid off and he had asked about the garden and was granted permission providing he did not work on it during working hours. Council President Doerfler expressed a concern that it was one employee working the

garden with Councilor Parker stating it was not a “community” garden. A brief discussion ensued with Councilor Parker suggesting the issue be tabled until sometime after Werner has had his surgery. The consensus of the Council was they were in agreement to table the discussion.

Public Works Department

Mayor Cline asked the City Administrator to confirm that Devco Engineering would be purchasing the kit to lessen the noise of the generator and when that process would be completed. The City Administrator responded she had just spoken with Ridinger regarding this issue on Monday and he was going to contact Devco to confirm the City wanted them to purchase the kit but was unsure of when it would actually be installed. Mayor Cline asked when Norm’s Electric would complete the wiring for the auto dialer with the City Administrator responding the phone line does not appear to be working at this time but that issue should be resolved soon. The City Administrator commented Norm’s would also be relocating the hour meters to outside the electrical box because right now the controls are inside and the equipment has to be opened every morning in order to read the dials. Mayor Cline asked if Seal-Tech would be working on the ground water issue soon at the lift station or if they would have to wait until weather conditions improved. The City Administrator responded the weather conditions would not hamper this process and they would probably begin the repair in the not too distant future. Mayor Cline asked if there had been many drainage complaints with the City Administrator responding there had only been a couple. There were no other questions.

Planning Commission

Mayor Cline reported that no Planning meeting had been held. There were no questions.

Park Committee

Mayor Cline stated that Councilor Mercier was not present therefore there was no news regarding the Park. Council President Doerfler commented on how nice the Park looked. Mayor Cline stated she has noticed a difference in the number of people going down West 3rd Street on their way to the skatepark or to use the bike path. Council President Doerfler asked how long the path is with the City Administrator responding it is about a quarter of a mile. There were no questions.

Finance Committee

Council President Doerfler reported the City is about where it needs to be with half of the fiscal year over. Council President Doerfler asked the City Administrator to comment on the City’s financial position with her responding that she had reviewed the expenses year-to-date and most seem to be right around 50% which coincides with half of the year gone by. Mayor Cline asked about the revenues with the City Administrator commenting they are more of a guesstimate however the tax revenue already has exceeded budgeted amounts and other revenues seem to be at an appropriate level for this time of year. There were no other questions.

Street/Utility Committee

Councilor Parker provided the Street/Utility report by stating that there are improvements slated for those bridges located on Highway 20, Highway 34, and Peoria Road which could make it challenging to get to or from Corvallis. Councilor Parker added that all of the bridges west of Philomath will be worked on as well. Councilor Albertson commented it would help if ODOT could make the improvements in a shorter timeframe than when they did the work on the ones between Halsey and Harrisburg. Councilor Parker stated the projects will undoubtedly be time consuming adding that improvements to Highway 101 bridges will also be taking place. Council President Doerfler commented there was some discussion regarding high speed rail and Councilor Parker noted the portion of rail from Portland to Seattle would be completed first. There were no questions.

Intergovernmental Committee

Council President Doerfler reported there had been a discussion regarding the annual audit and left a copy of the report with the City Administrator for anyone who might want to review it in further detail. Council President Doerfler noted there was some discussion regarding economic development and the fact that they have lent money in the past however financial partners are necessary for this type of funding and partners are hard to find in the current economy. Council President Doerfler commented there was a vote not to increase COG dues for the next fiscal year and some work was done on the by-laws. Council President Doerfler stated a discussion on the Linn County Shuttle had taken place and showed a pamphlet to the Council indicating it would include Brownsville and Scio but would not stop in Halsey. There were no questions.

Old Business

Mayor Cline acknowledged there had been a considerable number of issues or complaints since the previous Council meeting adding that she had reported someone digging in the ditch near the little bridge near the depot. The City Administrator commented responding to that concern was somewhat difficult however the end result was they were digging on City property and in the future they would need to contact City Hall with any concerns involving the ditch. There were no other questions. Mayor Cline stated that Dan Whelan from Senator Merkley's office had come to the City and visited the Community Center/City Hall project. Mayor Cline commented that he spent considerable time providing information on how to enhance last year's appropriation request and even offered to review it prior to the filing date. Mayor Cline stated that Whelan is the advocate for such requests for those who do not have a lobbyist working for them. Mayor Cline noted that he stressed the importance of submitting letters of support which should also include letters from outside the City as well. Mayor Cline stated that the letter submitted by Don Ware last year was important and reminded Sergeant Kelly about providing a letter. Sergeant Kelley indicated he would perhaps talk to the Captain or the Undersheriff as well. Mayor Cline asked Council President Doerfler if he would contact Commissioner Roger Nyquist to which he responded he would be happy to do so. Mayor Cline stated that she also talked to Whelan about the concerns regarding the condition of Highway 99 within the City limits. Mayor Cline then stated she became concerned about the fact that the City's request falls under the Economic Development Initiative and did not really see how the Community Center/City Hall project fit into that category and had decided it would not be worth the time and effort to submit another request. Mayor Cline stated however that she reviewed some of those awarded funding previously and there were several cities requesting appropriations under the Economic Development Initiative including one which received \$300,000.00 for a multi-purpose building and another one for upgrading a senior services facility. Mayor Cline indicated the City should make one more attempt at submitting letters and filling out the request for this year and to also look for additional opportunities for funding after the request is submitted. Councilor Albertson expressed an interest in going out for another bond measure with Mayor Cline stating she was unsure of trying that again and no other Councilor commented on the subject. A brief discussion ensued.

Mayor Cline reported that it had been determined that the computer for the Bookmobile was working and there was some talk about making the vehicle more visible. Mayor Cline stated there was some initial talk about parking it up near the depot or she has thought of contacting the Halsey Select Market to see if it could be set up there. Mayor Cline indicated power is necessary in order to operate it and there is power available at the depot. The City Administrator commented that Councilor Mercier had talked about opening it on Friday, February 12, 2010 since the computer is operating but she has indicated she may not want to participate much longer. Since Councilor Mercier was not present a brief discussion ensued with no firm plans on where or when the Bookmobile should be open.

New Business

Since Karla Caudell was not present the City Administrator informed the entire Council of an annual meeting that will be held at 10:00 a.m. on Wednesday, February 10, 2010 by LEPC (Local Emergency Planning Committee) and that Caudell wanted to make everyone aware of it and let them know they

were welcome to attend. Mayor Cline stated that she and Councilor Parker would be attending as well as the City Administrator. There were no questions.

Some rather lengthy discussion about PENS!

Ordinances and Resolutions

Mayor Cline requested to read Resolution 2010-541 by title only—A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, and Repealing Resolution 2009-539. The City Administrator commented she had asked the Mayor if she had any objection to updating the commercial sewer fixture charges to include 104 fixtures as currently the highest number is 15 and there will be 104 fixtures at the Halsey Mennonite Church School when it is completed. Mayor Cline commented she approved of the request. Councilor Albertson asked what constituted a fixture with the City Administrator responding toilets, sinks, drinking faucets, etc. Council President Doerfler made a motion to approve Resolution 2010-541. Councilor Parker 2nd and the motion carried unanimously.

Don Ware announced that the Lyons Club was meeting at 6:00 p.m. at the Methodist Church letting everyone know they were welcome to attend. Ware commented they did not have to join but there would be some interesting topics of discussion.

Adjournment

Council President Doerfler made a motion to adjourn the meeting at 8:28 p.m. Councilor Parker 2nd and the motion carried unanimously.

Marjean Cline, Mayor

Judy Cleeton, City Administrator