

HALSEY CITY COUNCIL HEARING/MEETING

Halsey City Hall
773 W. 1st Street
Halsey, OR 97348
June 14, 2011
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, Councilor Wade Doerfler, Councilor Joan Mercier, Councilor Eldon Albertson, Councilor Kathy Parker, and Council President Lee Johnson. Councilor Eric Harless was absent.

Also in attendance were Holly Borth; Woodrow Edwards; and Municipal Clerk, Martha Chamberlain.

Approval of Minutes

Mayor Cline asked if there were any additions or corrections to the minutes from the meeting held on May 10, 2011. Councilor Albertson noted an error on page 3. The City Administrator commented that error had already been corrected as well as one other that had been found after copies were placed in the packets. Mayor Cline asked for one motion to approve the Council minutes from May 10, 2011 and the Budget Meeting minutes from May 17, 2011. Councilor Doerfler made a motion to approve the minutes from the May 10, 2011 Council meeting and the May 17, 2011 Budget meeting. Councilor Albertson 2nd and the motion carried unanimously.

Budget Hearing

Mayor Cline opened the Budget Hearing for the Proposed Uses of State Revenue Sharing at 7:05 p.m. Mayor Cline read the rules for conducting the hearing. The City Administrator stated that State law requires the Budget Committee to hold a hearing about the possible uses of State Revenue Sharing and the Council to hold a hearing regarding the proposed uses of State Revenue Sharing. The City Administrator commented the Budget Committee suggested the possible uses of State Revenue Sharing be directed to the Community Center/City Hall Fund. The City Administrator stated further discussion could take place regarding the proposed uses or the Council could support the Budget Committee determination. After a brief discussion, Mayor Cline closed the hearing at 7:07 p.m.

Delegations

Sergeant Kelley was not in attendance however Mayor Cline asked if there were any questions regarding the Sheriff's report included in the packets. Mayor Cline commented about the incident at Woody's Bar and Grill and since Woodrow Edwards was in attendance he addressed the issue. Edwards commented there was a disagreement between his partner and himself regarding some people frequenting the bar and Edwards did not want those individuals around the facility. Edwards stated that the issue could have elevated if he allowed the people to stay on the property so he made the decision to close the business. Councilor Parker commented that she was sorry to learn that the business was closed but she commended Edwards for standing his ground. Councilor Mercier asked about Edward's mother's ownership in the business. Edwards responded he held the majority ownership therefore he could make the decision to close the establishment. A brief discussion ensued.

City Administrator Report

The City Administrator reported much of the plumbing has been completed at the Community Center/City Hall facility however there are still some items which need to be completed by Buckmaster Plumbing. The City Administrator commented she has not heard from them for several days however she expects them to complete the job soon. The City Administrator reported she has ordered an upgrade to the Locknetics

system and has not heard back from the person assisting her with this however he had indicated it would take two to three weeks for the equipment to arrive. There were no questions.

The City Administrator commented that the Railroad had actually repaired the sidewalk at the H Street crossing. The City Administrator was unsure why they actually repaired it after all the discussion but it has been reinforced with steel placed along the edges and rebar added throughout the length of the sidewalk. A brief discussion ensued.

The City Administrator briefly explained the reason for the Ordinance included in the packets regarding a water curtailment plan. The City Administrator reported it was drafted to satisfy one of the suggestions by the Oregon Water Resources Department regarding the Water Management and Conservation Plan that has been submitted to them. Mayor Cline indicated she appreciated seeing the Ordinance as she recalled a time when restrictions had to be placed on water usage and it was difficult to communicate the need for this with the community. Council President Johnson stated he recently thought about what happens if this type of situation occurs so he was pleased to see the Ordinance. There were no other questions.

Public Works Department

Mayor Cline asked if there were comments regarding the public works report. There were no questions.

Planning Commission

Mayor Cline reported no meeting had been held however there are two pending land used applications submitted by Diamond K Sales and Kleen Solutions which will require meetings in the near future. There were no questions however a brief discussion ensued regarding the probable opening of the Mexican restaurant near the corner of Highway 228 and Highway 99.

Park Committee

Councilor Mercier reported she had planted some flowers at the Halsey City Park. Councilor Mercier commented that the Park looks very nice and the only thing she thought that needed to be done was to paint the basketball court. The City Administrator stated that the public works employees are preparing to pressure wash all of the light poles and paint them. The City Administrator requested a brief discussion on placing the train built by Council President Johnson in a temporary location at the Park until the City learns whether or not they can get funding from the Union Pacific Railroad to build a structure to protect it from the elements. Councilor Albertson commented that the train is thirty feet long therefore a structure will have to be approximately forty feet in length. A brief discussion ensued. Councilor Mercier indicated that she recently learned that the pump Jerry Werner was going to donate to the City for a fountain at the Park was not large enough. Councilor Mercier noted the cost for the entire fountain has now been estimated to be approximately \$1000.00. Councilor Mercier commented that the City might look at a statue of some kind to place in the "butterfly" area rather than a fountain. Mayor Cline reported she had a lot of daffodil bulbs that could be planted in this area. The City Administrator stated that she is accessing the cost of the fountain in relation to the budget in order to make a decision on this proposed addition to the Park. A brief discussion ensued.

Finance Committee

Councilor Doerfler reported this meeting is the last one before the close of the fiscal year. Councilor Doerfler commented that City has ended the year in good financial shape, however some funds are healthier than others. The City Administrator commented the City will fall approximately \$4750.00 short of the amount budgeted for current taxes and the revenue received from the Northwest Natural Gas franchise fee was \$3100.00 lower than budgeted. However, the City Administrator noted revenue received from State Revenue Sharing is \$2900.00 higher than budgeted, the PacifiCorp Franchise Fee revenue is \$2350.00 more than budgeted, and revenues received from Fines is \$2350.00 higher than budgeted. The City Administrator reported overall the General Fund revenues for the 2010-2011 fiscal year are very close to the total amount budgeted. There were no questions.

Street/Utility Committee

Councilor Parker indicated the meeting primarily was a discussion regarding charging stations for electric vehicles. Councilor Parker reported the stations are already being set up between Northern California and Cottage Grove. Councilor Parker commented that setting up stations from the I-5 corridor to the coast is difficult due to the narrow roads and steep hills. Councilor Parker explained the three levels for charging are 480 volts which will fully recharge in 25 minutes, 220 volts that will recharge in 4-6 hours, and 110 volts that will take 20-24 hours to recharge. Councilor Mercier asked what the cost of the charging stations is with Councilor Parker responding they start at \$7500.00 each. Mayor Cline asked about the method of payment with Councilor Parker responding that is still in discussion. Councilor Parker noted the goal is to have one station every 35 to 45 miles. Councilor Mercier commented she hoped there was more than one station at each location. Councilor Doerfler stated that many service stations are willing to have charging stations. Councilor Parker stated that Macy's has indicated they are interested in having some stations. A brief discussion continued. Councilor Parker handed out a list of roads ODOT is scheduled to improve in the future. Mayor Cline asked if Highway 99 in Halsey was on the list with Councilor Parker responding negatively. There were no other questions.

Intergovernmental Committee

Councilor Doerfler reported a meeting had been held on May 19, 2011. Councilor Doerfler commented the meeting was held before the City vote in Corvallis which could have impacted the Senior Center in Benton County however the measure passed so it will remain open. Councilor Doerfler stated the budgetary process for Cascade West Council of Governments was discussed as well as personnel policy handbook revisions. Councilor Doerfler stated that May was Older Americans Month and Cascade West Council of Governments sponsored an event at the fairgrounds. Councilor Doerfler noted that it was attended by approximately 300-400 people. Councilor Doerfler reported that Scott Bond discussed possible curtailments to senior programs however it was difficult to determine what they might be until the Legislature addresses issues impacting this service. Mayor Cline commented that she recalled a recent loss of Federal funds for these types of programs. Mayor Cline stated that she had seen a sign at the Halsey Select Market indicating WIC was no longer accepted there. Councilor Parker responded the Federal government is either cutting back this program or doing away with it entirely. A brief discussion ensued.

Old Business

Mayor Cline referenced the complaint list and asked if there were any questions. A brief discussion ensued regarding chickens and the list in general.

Mayor Cline initiated a discussion regarding the Wahlstrom property. Mayor Cline stated that she had a brief discussion with the City Administrator regarding the possibility of cleaning up the property and then securing the structure in order to allow additional time to resolve that part of the nuisance violation. The City Administrator reported the City Attorney had advised sending a second notice to the property owner regarding the vehicles and junk on the property since the original notice referenced the structure only. The City Administrator indicated that notice had been posted and mailed however there is no indication it has been picked up. Holly Borth addressed the Council first by stating that she had spoken to a person named Mike Mills who is involved in historic preservation issues. Borth indicated that Mills said he has been in multiple situations where the property owner shows up after a nuisance has been abated. Borth said she was told that in most of those cases the property owner then files a lawsuit whereby it costs the municipality thousands of dollars to prove that the property was indeed a nuisance and public safety concern. Borth added that she was able to view some interior photos of the house through Linn County and has determined many of the original characteristics still exist in the building. Councilor Doerfler commented that the ridgeline of the roof is as straight as an arrow. Borth commented that she has taken a summer job in Whidbey Island however she will be taking a special project course next fall and would like to pursue options for the house in this class. Mayor Cline asked Borth if the idea of issuing a court order to clean up the property and then fencing off the house for a period of time was agreeable to her. Borth responded that she would support this course of action. A brief discussion ensued. Councilor Albertson made a motion to allow the City to abate the nuisance per Section 49 of Ordinance 2008-382. The motion included Councilor Albertson authorizing the City Administrator to contact the City Attorney so that an

administrative warrant can be issued to clean up the cars and junk on the property located at 291 W. H Street, Halsey, OR and to secure the house in order to allow for additional time to assess this part of the nuisance violation. Councilor Parker 2nd and the motion carried unanimously.

Mayor Cline read the agenda item regarding the Community Center/City Hall whereby Councilor Albertson initiated a discussion regarding the relocation of the double door on the east side of the building. Councilor Albertson commented that the existing lumber could be used to move the double door to the west side of the building and a window on the west side to where the door is currently located. Council President Johnson stated there would be a need for some additional siding. Mayor Cline asked where the siding would come from with the City Administrator responding there are some extra pieces located at the City shop. The City Administrator commented that the Mayor's husband had stated that it might be best to not have a window where the door was located if this "remodel" were to take place. The City Administrator indicated she thought that was a good idea however to add a little light a smaller window could perhaps be put there instead of the larger one. The City Administrator commented a smaller window is also stored at the City shop. Councilor Albertson commented that additional space could be gained in the City Hall area by relocating the door. Mayor Cline suggested a single door be used rather than a double door thereby using it for an emergency exit only. Councilor Albertson indicated a double door might be necessary in order to move larger objects up to the second level. Councilor Mercier added it would be nice to be able to use the materials that are already available. A brief discussion ensued.

Mayor Cline questioned why the Council was reviewing the Intergovernmental Agreement between Linn County and the Halsey Municipal Court when a signed copy was included in the packets. The City Administrator responded the signed copy was one she had drafted for review by the County and submitted. The City Administrator noted the other copy included in the packets contains yellow highlights which designate changes by the County to the one originally submitted. The City Administrator commented that she was initially concerned with turning over the existing files to the County for collection because the City would then only receive 50% of the revenue. The City Administrator stated however that she had the Court Clerk determine the amount of money in question and it appeared to only be around \$3000.00. The City Administrator noted there are additional cases which could add to this total but they are very old and it is unlikely the City will ever receive any money from them. The City Administrator determined that if the County was successful in collecting some of the old fines it would be similar to turning them over to a collection agency and the City would probably only receive half of the revenue anyway. Mayor Cline asked about the part that indicates the City will pay the judges salary. The City Administrator responded she had only budgeted \$1800.00 for this appropriation and the County had indicated they would need approximately \$2400.00 in order to cover some PERS benefits. The City Administrator reported that it was agreed between Judge Lemhouse and the County that the City would continue to pay the salary for the upcoming fiscal year. The City Administrator stated the Intergovernmental Agreement would be amended to include payment to the County for the Judge's salary beginning with the following fiscal year. Councilor Doerfler made a motion to approve the Intergovernmental Agreement between Linn County and the City of Halsey regarding the Justice Court. Councilor Parker 2nd and the motion carried unanimously.

New Business

Mayor Cline initiated a discussion regarding the agenda item for the proposed sewer rate increase of \$1.00/month for the fiscal year 2011-2012. The City Administrator commented she had asked Don Ware from The Times to publish a notice in the June 1, 2011 paper and the June 8, 2011 paper however it was only published in the June 1, 2011 issue. The City Administrator noted however that Mayor Cline had posted the notice on the City website. Councilor Doerfler asked that in a future newsletter an explanation be made to the citizens on where the money goes and the reason for the increase. The City Administrator responded the notice does explain that however similar information could be placed in the next Halsey Happenings. Councilor Doerfler was appreciative of the fact that the notices included that information. A brief discussion ensued.

Mayor Cline initiated a conversation regarding the 2011-2012 wage scale included in the packets. Mayor Cline indicated she had asked the City Administrator if the information provided included cost of living as well as step increases for the employees. The City Administrator responded the scale incorporates the 1.3% cost of living and step increases for all employees however that did not mean that everyone would be

receiving a step increase. Mayor Cline asked how much a step increase was with the City Administrator responding there is a 3% increase between the steps. Mayor Cline commented that the City Administrator's annual review was very good overall however there had been not discussion as to whether she should receive a step increase. Councilor Parker commented she would fully support such an increase. Councilor Doerfler, Councilor Mercier, and Council President Johnson were in agreement. Councilor Doerfler made a motion to approve a step increase for the City Administrator for the 2011-2012 fiscal year. Councilor Parker 2nd and the motion carried unanimously.

Mayor Cline called for a motion to approve the 2011-2012 wage scale. Councilor Doerfler made a motion to adopt the 2011-2012 wage scale. Councilor Albertson 2nd and the motion carried unanimously.

Ordinances and Resolutions

Mayor Cline asked permission to read all ordinances and resolutions by title only. The consensus of the Council was in agreement.

Mayor Cline read by title only the first reading of Ordinance 2011-389—An Ordinance Adopting a Water Curtailment Plan for the City of Halsey. Mayor Cline commented a previous discussion had been held on this topic during the Administrator report but asked if there were additional comments. There were none.

Mayor Cline read by title only the first reading of Ordinance 2011-390—An Ordinance Approving Participation in an Intergovernmental Agreement Between the City of Halsey, A Municipal Corporation and Linn County, a Political Subdivision of the State of Oregon, Regarding the Justice of the Peace Court District 4A for Linn County. The City Administrator commented that the Intergovernmental Agreement was approved and can be sent to the County however this Ordinance can be adopted next month.

Mayor Cline read by title only Resolution 2011-556—A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, and Repealing Resolution 2010-552. The City Administrator commented this Resolution updates the proposed sewer rate increase and adds an item requiring a \$1000.00 deposit for a Site Design Review. The City Administrator stated that two Site Design Reviews have recently been submitted and the City did not have a means to charge a deposit as is done with other land use issues. Mayor Cline asked what the notary fee is currently since the Resolution lists it as \$5.00/per document. The City Administrator was unsure of why it stated that since the Council had approved a charge of \$10.00/per document but she would correct that item. Councilor Doerfler made a motion to approve Resolution 2011-556. Councilor Parker 2nd and the motion carried unanimously.

Mayor Cline read Resolution 2011-557 by title only—A Resolution Certifying the Eligibility of the City of Halsey for State Shared Revenues. Councilor Doerfler made a motion to approve Resolution 2011-557. Councilor Albertson 2nd and the motion carried unanimously.

Mayor Cline read Resolution 2011-558 by title only—A Resolution Declaring the City of Halsey's Election to Receive State Revenues. Councilor Albertson made a motion to approve Resolution 2011-558. Councilor Parker 2nd and the motion carried unanimously.

Adjournment

Councilor Doerfler made a motion to adjourn the meeting at 8:35 p.m. Councilor Parker 2nd and the motion carried unanimously.

Marjean Cline, Mayor

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Judy Cleeton, City Administrator