

HALSEY CITY COUNCIL MEETING

Halsey City Hall
773 W. 1st Street
Halsey, OR 97348
August 9, 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 Eric Harless, Councilor Joan Mercier, Councilor Eldon Albertson, Councilor Kathy Parker, and Council President Lee Johnson.

Also in attendance were Ryan Raven, Assistant City Recorder Karla Caudell, 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 July 12, 2011. Councilor Albertson noted a change on page 3. Councilor Doerfler made a motion to approve the minutes as amended on page 3. Councilor Albertson 2nd and the motion carried unanimously.

Delegations

Mayor Cline initiated a discussion regarding the law enforcement report even though Sergeant Kelley was not in attendance. There was a brief discussion regarding the lighting of the fire at the Park restrooms. Mayor Cline acknowledged **Ryan Raven** in attendance who resides at 401 W. 1st Street, Halsey, OR. Raven stated that he had recently put in a new yard and knew that he would have an increased water bill however he was not happy to see that the sewer portion of his utility bill increased as well. Raven stated he felt like he was being punished for putting in a new lawn. Raven said he came into City Hall and questioned the charges. Raven stated the City Administrator explained water usage is used as the basis for determining the sewer charge. Raven noted that he contacted the City of Brownsville, the City of Albany, the City of Harrisburg, and the City of Junction City and they all use winter averaging for computing the utility bills. Raven commented that Halsey is the only City in the area that does not use winter averaging. Councilor Albertson asked for confirmation that this issue had been discussed previously with the City Administrator responding it had been a topic of discussion a couple of times in years past. Mayor Cline commented that if the City went to that type of system it is very likely that the sewer rates would have to increase overall. Mayor Cline explained that the water and sewer funds operate independently and must maintain enough revenues to meet expenses. Raven stated he would like the Council to consider his request in order to make the system fair across the board for someone who has a garden or a nice lawn. Councilor Albertson noted that individuals who grow a garden reap the benefits from the produce it provides. Councilor Parker stated that single people have a flat rate and questioned how wintering averaging would work for the City as a whole. Councilor Albertson commented that he has a sewer only account because he is on a well and pays a higher rate than the minimum sewer for those on City water. A brief discussion ensued. Mayor Cline suggested the City could review the utilities and see what kind of an impact winter averaging would have on the Sewer Fund. Raven asked when he might be provided some information regarding this issue. Mayor Cline indicated it would probably take two to three months in order for City staff to review the rates and provide this information. There were no other questions. Raven also asked Council if there was a problem parking his fifth wheel on D Street which is now closed. Raven said he plans on going camping soon so it will be moved in the near future. The City Administrator responded that by ordinance it cannot stay there longer than 72 hours however D Street is a dead end street and she has received no complaints therefore it is not a problem at this time. The City Administrator suggested it be parked on his property after he returns from the camping trip. There were no questions.

City Administrator Report

The City Administrator reported that the Mayor had informed her that Kleen Solutions provides dispensers for toilet paper, paper towels etc. if a customer purchases their products therefore she walked down to their business and got some information from them. The City Administrator added that she met with one of the employees at the Community Center/City Hall who offered some suggestions on what would be best for that facility. The City Administrator stated that it appears Kleen Solutions will be able to find some partitions for the women's bathroom as well. The City Administrator commented that the employee looked at the three compartment sink that she had been told is no longer compliant with current codes however he did not see a problem with it. The City Administrator stated that the employee said he would have Dean Stockwell look at the sinks and get his opinion. There were no questions.

The City Administrator reported that the Locknetics security system is operating and, providing she has retained the training information, it will allow control for access in and out of the Community Center. There were no questions.

The City Administrator commented that she had met with AA Bowman to discuss changing the locks and providing a lock for the men's bathroom however when the back door was discussed it was determined this door would need to be made available to the public as an exit if the Community Center was being used. The City Administrator stated she had thought Karla and Martha could work out of the kitchen because there are data ports in the elevator area since that was originally going to be an office for public health. The City Administrator commented that the wiring could be extended around to the kitchen area. The City Administrator indicated she originally thought she could work in the back area as the kitchen would be a bit crowded for three people however there would be no access to the rear exit if that were the case. This led to a brief discussion on where to move the City employees and how to secure "City Hall" in order for part of the building to be used by the public. Councilor Albertson suggested part of the back could be partitioned off to create an office space for the City Administrator. After a brief discussion it was the consensus of the Council for the Mayor and the City Administrator to review the situation and a plan for moving the City employees down to the depot.

The City Administrator advised the Council the auditors had been at City Hall on Wednesday, August 3, 2011 to review documents for the 2010-2011 audit. Councilor Doerfler asked if he felt the time allotted was sufficient for reviewing the City's financial information. The City Administrator responded that she had emailed many of the documents prior to their arrival which saved some time. The City Administrator commented they are also into their third year of auditing for the City and are familiar with many of the policies and practices. There were no other questions.

The City Administrator reported that she had contacted the owner of the grain tower as requested by the Mayor at the previous Council meeting. The City Administrator stated the owner is working on trying to remove the tower however it is very expensive and the state of the economy has slowed this process. The City Administrator noted that the owner came to City Hall to discuss plans to expand the warehouse to accommodate the growth of Simplot's business. The City Administrator reported the owner currently rents the facility to Simplot. There were no questions.

The City Administrator reported the last session of the Halsey Municipal Court was held on Wednesday, August 3, 2011 in Halsey. The City Administrator reminded the Council that an intergovernmental agreement has been signed with the County and the Halsey court will now be held in Harrisburg. The City Administrator stated the City will now receive 50% of the revenue from all current and future cases. Mayor Cline asked if the City would receive a report from the Justice Court regarding the monthly activity. The City Administrator responded some kind of report should be included with any court fines sent to the City however she will follow up on this if no documentation is received. There were no other questions.

Public Works Department

Mayor Cline asked if there were comments regarding the public works report. Councilor Doerfler asked how the lagoons were doing with the City Administrator responding everything was fine at the wastewater treatment plant. Mayor Cline commented that the newly painted lamp poles at the Park look very nice. Everyone was in agreement. There were no other questions.

Planning Commission

Councilor Harless indicated no meeting had been held. There were no questions.

Park Committee

Councilor Mercier reported the Park looks very good especially with the freshly painted lamp posts. Councilor Mercier expressed her opinion that she is not certain banners should be placed in the Park. Councilor Mercier stated however she would like to see the fountain constructed. Councilor Doerfler asked where the fountain was proposed with Councilor Mercier responding it would be located where the butterfly area used to be. Mayor Cline commented that she had a pump she would donate to the City for this purpose. A brief discussion ensued.

Finance Committee

Councilor Doerfler commented one month of the new fiscal year has already been completed. A brief discussion occurred regarding other cities and the audit process. There were no questions.

Street/Utility Committee

Councilor Parker was unable to attend the meeting therefore Councilor Doerfler provided the report. Councilor Doerfler first commented to Martha Chamberlain how nice the flowers look that she planted outside of City Hall and appreciated her efforts. Councilor Doerfler stated that on October 2, 2011 a birthday party will be held celebrating the 75 year old Yaquina Bay Bridge. Councilor Doerfler also noted that an open house will be held on August 20, 2011 and August 21, 2011 at the NOA center. Councilor Doerfler stated this will be the last time the public will be able to go inside the facility. Councilor Doerfler commented there was a discussion regarding the lack of funds to complete various projects. Councilor Doerfler stated one of the projects on hold was the new bridge project that would be constructed between Portland and Vancouver. Councilor Doerfler reported there are improvements being made on Highway 20 and the Mary's River Bridge is being upgraded. Councilor Doerfler stated there is a preservation project on Highway 34 from Peoria Road to Lake Creek Drive. Councilor Doerfler commented there are bridge upgrades in Lincoln County as well. Councilor Doerfler indicated that his contact for ODOT, Vivian Payne, has relocated to Southern Oregon. Councilor Doerfler stated he will try to get to know her replacement, Fanny, in order to continue working to get some improvements for Highway 99. Councilor Albertson asked how the coast project was going with Councilor Doerfler responding it is still a work in progress. There were no other questions.

Intergovernmental Committee

Councilor Doerfler stated the meeting was held via a conference call on July 21, 2011. Councilor Doerfler noted the meeting was brief with the main item being the approval of a resolution for a grant. There were no questions.

Old Business

Mayor Cline initiated a conversation regarding the complaint list. A brief discussion ensued regarding the items listed. Martha Chamberlain explained a conversation she had with a resident prior to arriving at the meeting regarding some chickens he had running loose. Chamberlain stated the person did not know the chickens were required to be fenced and did not appear to be concerned that they were running free. Mayor Cline suggested that the ordinance regarding chickens be reviewed in the future. There were no other questions.

The City Administrator reported they were all aware that cleanup has begun at the Wahlstrom property. The City Administrator stated it is quite a process but they are making good progress. A brief discussion ensued.

The City Administrator asked for a brief discussion regarding landscaping at the Community Center/City Hall building and in particular a location for the flagpole. A brief discussion ensued. The City Administrator recalled a discussion initiated by Earl Tapp several years ago about relocating the memorial plaque outside City Hall. The City Administrator could not remember the decision and stated she would check with Tapp and review the minutes. There were no other questions.

New Business

Mayor Cline asked if there were any items under new business to be discussed. Councilor Parker stated that Debbie from the barber shop asked if the yellow line near her business could be relocated. Councilor Parker indicated that Debbie said this is a real hazard area for people trying to pull out onto Highway 99. Karla and Martha concurred that several people have complained about the problem of trying to turn onto Highway 99 from this area. Karla commented that one of the residents was involved in an accident at this location. A brief discussion ensued.

Councilor Parker wanted to make everyone aware that a week earlier someone had taken a bag of trash out of her garbage can after she set it out. Councilor Parker indicated the garbage had not been knocked over and only the one bag was missing. Councilor Parker expressed a concern that someone is looking for personal information. A brief discussion ensued.

Adjournment

Councilor Doerfler made a motion to adjourn the meeting at 8:40 p.m. Councilor Albertson 2nd and the motion carried unanimously.

Marjean Cline, Mayor

Judy Cleeton, City Administrator ¹

¹ Disk Track 6