

## HALSEY CITY COUNCIL MEETING

Halsey City Hall  
773 W. 1<sup>st</sup> Street  
Halsey, OR 97348  
September 1, 2011  
7:00 P.M.

The City Council meeting was called to order at 7:04 p.m.

The City Administrator took Roll Call.

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

Also in attendance were Karl Johnson, Connie Smith, Shelly Case, 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 August 9, 2011. There were none. Councilor Harless made a motion to approve the minutes from the meeting held on August 9, 2011. Councilor Parker 2<sup>nd</sup> and the motion carried unanimously.

### Delegations

Mayor Cline acknowledged **Karl Johnson** in attendance. Johnson stated he lived on West 5<sup>th</sup> street and was in attendance to discuss a very bright street light near his residence. Johnson commented the light has been very bright ever since they moved in and they have purchased blinds and installed heavy curtains however the light is still very intense. Johnson stated that recently a friend was leaving his home and commented about the brightness of the light. Johnson indicated the friend said some lights have directional type shades in order to divert the light away from homes. Johnson then said he contacted the power company and met with someone to discuss his concern. Johnson commented the person did not know if that particular type of fixture could accommodate a shade but indicated the wattage of the bulb was not normally used on a residential street. Johnson learned from that conversation that the City would have to initiate the process in order to replace the bulb. Johnson stated he came to City Hall to discuss the situation with the City Administrator. The City Administrator reported that she completed a form used to report outages or blinking lights to the power company asking them to look into this situation. The City Administrator had included some information in the packets indicating that Jim Kelly from Pacific Power had visited the site and has stated it will cost approximately \$175.00 to change out the bulb. The City Administrator added that she talked with a manager within the company because she was surprised there was a charge to change the bulb. The City Administrator stated she was told that this type of service is no longer considered the cost of doing business due to the state of the economy. The City Administrator indicated she was not aware of the possibility of providing some kind of shade versus changing out the bulb but could inquire about the cost to do so. Councilor Johnson noted that diverting the light could be a problem due to the possibility of overheating. Councilor Johnson suggested a half shield might be considered. Karl Johnson stated that two of the lights on the street appear to be much brighter than the other lights. A brief discussion ensued. The City Administrator commented that she would contact Doris Johnson with Pacific Power in order to determine why some of the lights were brighter than others on West 5<sup>th</sup> Street. Mayor Cline agreed that the City would further investigate the situation. Karl Johnson asked how he would be informed of what the City has learned with the City Administrator responding she would email Doris Johnson and would notify Council and himself of any additional information obtained from Pacific Power. The City Administrator stated a decision would then be made based upon the information provided. There were no further questions.

Mayor Cline acknowledged **Connie Smith** and **Shelley Case** in attendance. Smith reported she and her daughter, Shelley, are leasing Julie's Halsey Tavern. Smith asked about the process for obtaining a business license. The City Administrator responded the City does not require a business license however

they must submit an application to the City Council for approval of a liquor license. Mayor Cline commented that the Oregon Liquor Control Commission would provide that information to the City for approval. The City Administrator stated they actually had to fill out an application from the OLCC and the City Council would approve it and then it would be sent to the OLCC for approval. The City Administrator indicated the OLCC would inform the City of the approval of the license and they would then pay a \$25.00 fee to the City prior to opening. Case had the blank form with her therefore Mayor Cline asked them to complete it and she would place them back on the agenda for a discussion and approval by the Council. The issue was tabled until later in the meeting.

### **City Administrator Report**

The City Administrator reported that she had met with Ed from Kleen Solutions and the partitions for the bathrooms are being ordered along with a baby changing station and all the equipment and supplies to complete the men's and women's bathroom at the Community Center. The City Administrator commented it would take two to three works in order for the stalls and changing station to arrive. The City Administrator reported that AA Bowman was waiting for some additional locks to arrive but he would be installing the lock on the men's bathroom and the exit bar on the rear door within the next couple of weeks. The City Administrator added that Mayor Cline and she had gone up to the Community Center to discuss some possibilities for making the back portion of the facility into an office space. The City Administrator indicated that Mayor Cline suggested building a wall from the east wall next to the door leading up to second level at the north end of the building and then angling the wall to meet up with the one to the south near the drinking faucets. Mayor Cline commented that wall could be a permanent wall and would prevent the public from entering the upstairs area where the future City Hall will be located. The consensus of the Council was they were in agreement with constructing this wall. There were no questions.

The City Administrator reported the auditors had sent a draft of the 2010-2011 fiscal year audit and all accounts have been reconciled and the Management Discussion and Analysis report has been completed and emailed to Pauly, Rogers and Company. The City Administrator commented the process had been fairly smooth and she was glad the figures could be reconciled before she left on vacation. There were no questions.

The City Administrator reported the Wahlstrom property had been cleaned up, the windows and doors boarded, and a temporary fence had been constructed around the perimeter of the yard. The City Administrator stated she filed the proper paperwork with the Justice Court in Harrisburg within the 30 day timeframe allowed to complete this project. There were no questions.

The City Administrator reported that Brock Nelson, the Director of Public Affairs with the Union Pacific Railroad had stopped by City Hall in order to discuss any concerns regarding the railroad. The City Administrator indicated she talked to him about the one cement section on Highway 228 that is lower than the others, the easement along the east side of the tracks along East 1<sup>st</sup> Street that has been torn up due to the work that was done on the tracks in the previous months, and the ditch area to the north of West D Street that has not been maintained. Nelson indicated he would get in touch with the proper parties in an attempt to address these concerns. There were no questions.

The City Administrator reported several individuals from the Oregon Department of Transportation had been in town looking at the sidewalk situation along the east side of Highway 99. The City Administrator stated that Jerry Wolcott, the Project Leader, had been in contact with the City and told her he was going to work again at getting some sidewalk improvements along the Highway. The City Administrator commented she does not know why Wolcott is so willing to help with this project but it is nice to have someone working for the City in this regard. A brief discussion ensued.

**Smith and Case** returned with their application for a liquor license. Mayor Cline commented they will need to register their business name with the State. Mayor Cline liked the name proposed for the tavern which was MAC's on the Traxx. Smith responded the MAC represents letters from her mother, herself and her daughter. After a brief discussion Councilor Parker made a motion to approve the liquor license application submitted by Connie Smith for MAC's on the Traxx. Councilor Mercier 2<sup>nd</sup> and the motion carried unanimously.

### **Public Works Report**

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

### **Planning Commission**

Councilor Harless reported a meeting is scheduled for Tuesday, September 6, 2011. There were no questions.

### **Park Committee**

Councilor Mercier indicated there was nothing new to report. The City Administrator commented the supplies have been purchased in order to begin construction on the pond. A brief discussion ensued.

### **Finance Committee**

Councilor Doerfler was absent therefore no report was given. The City Administrator had provided some financial documents prior to the meeting for review. There were no questions.

### **Street/Utility Committee**

No meeting had been held since the previous meeting due to the change of date for the normal Council September meeting date. There were no questions.

### **Intergovernmental Committee**

No meeting had been held since the previous meeting due to the change of date for the normal September Council meeting. There were no questions.

### **Old Business**

Mayor Cline initiated a conversation regarding the complaint list. A brief discussion ensued regarding the items listed. Comments were made regarding the issue of the neighbor behind the Canaday's and the fact that much of the "junk" cannot be seen from the road. Councilor Harless commented he had driven by and found it difficult to see the reason for the concern due to the fact that many of the items are situated directly behind the house which is not visible from the street. The City Administrator indicated she had written to the property owner explaining the problem and anticipates they will work with their tenant to improve the condition of the property. Mayor Cline commented about Emil Harris requesting ODOT come to a Council meeting to discuss the condition of Highway 99 and inform the citizens of such a meeting. The City Administrator indicated that Harris questioned why a small section near J Street was improved recently when no other portion of the Highway was addressed. The City Administrator responded most everyone was asking the same question. The City Administrator commented she has spoken with Councilor Doerfler and asked if he could think of someone we could get from ODOT to attend such a meeting. The City Administrator stated Councilor Doerfler had commented in the previous meeting that Vivian Payne was working in Southern Oregon now and he had not had much contact with her replacement. The City Administrator indicated Councilor Doerfler would try to help with bringing someone to the City in order for citizens to express their concerns regarding this issue. Mayor Cline asked about the property located at 181 E. C Street. The City Administrator responded a thirty day notice has been issued to the property owner. The City Administrator indicated they have been sent previous letters and have complied in the past however the property is as bad as she as ever seen it. A brief discussion ensued.

Mayor Cline noted the one item on the appreciation log for the nice job Martha Chamberlain has done on the flowers outside City Hall. Everyone commented how nice the flowers look.

### **Adjournment**

Councilor Parker made a motion to adjourn the meeting at 8:20 p.m. Councilor Mercier 2<sup>nd</sup> and the motion carried unanimously.

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Marjean Cline, Mayor

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Judy Cleeton, City Administrator

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