

## HALSEY CITY COUNCIL MEETING

Halsey City Hall  
773 W. 1<sup>st</sup> Street  
Halsey, OR 97348  
November 8, 2011  
7:00 P.M.

The City Council meeting was called to order at 7:10 p.m. by Council President Lee Johnson.

The City Administrator took Roll Call.

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

Also in attendance were Sergeant Kelley and City employee, Martha Chamberlain.

### **Approval of Minutes**

Councilor Wade Doerfler made a motion to approve the minutes from the October 13, 2011 meeting. Councilor Parker 2<sup>nd</sup> and the motion carried unanimously.

### **Delegations**

Council President Lee Johnson asked Sergeant Kelley if there were any items on the monthly report that should be discussed. Sergeant Kelley responded things had been pretty slow in town. Councilor Doerfler asked if there had been any incidences at the yellow house across the street from the tavern with Sergeant Kelley responding it has been fairly quiet at this location. Sergeant Kelley reported on a complaint filed by a neighbor regarding a trailer that has been parked in front of 780 W. 4<sup>th</sup> Street. Sergeant Kelley commented that the owner of the trailer said they use it for tailgating at football games and will be putting it in storage after the season is over. The City Administrator stated that she would get in touch with the person who issued the complaint and explain the situation to him. The City Administrator noted that even though the trailer should actually move every 72 hours it didn't seem to be a problem providing it is removed after the football season. There were no other questions.

### **City Administrator Report**

The City Administrator stated that she had told her husband, Bruce, the plans for the Community Center/City Hall now were to try to complete the City Hall portion upstairs rather than relocate the City employees temporarily to the downstairs. The City Administrator commented that Bruce told her that one of their public works does all of their construction work and that he would talk to his public works supervisor about trading employees for a short period of time so that employee could help us with some of the projects on the upper level. The City Administrator reported that Harrisburg agreed to have their employee work on our City Hall therefore she met with two of the employees in order to discuss some of the things we would like to have done. The City Administrator reported the Harrisburg employee is a skilled carpenter and has agreed to do the interior framing upstairs and hopefully the City will be able to relocate the double door and finish the interior stairway as well as the stairway at the northeast corner of the depot. Council President Johnson indicated he thought he was out of a "job" however the City Administrator assured him there are plenty of other projects to be completed which would still include some of those noted above. Councilor Parker suggested, as a result of being approached by a citizen, that a notice be placed in the Halsey Happenings notifying them of volunteer opportunities at the depot. The City Administrator responded that was a great idea however things such as the electrical and mechanical will have to go out for bid. Council President Johnson commented that a professional sheet rocker can do that job quickly and efficiently while a volunteer may struggle with performing that task. Councilor Mercier suggested the Council should look at the planning phase for the upstairs prior to the work being done. The

City Administrator stated that they would be marking off the rooms the next morning and she would be happy to show anyone interested the proposed plan for the upstairs. A brief discussion ensued. The City Administrator reported that the people from Chown Security have quoted a price in order to upgrade the front door Locknetics system and get it working properly. The City Administrator commented they would be out the week of November 21, 2011 to install this system. Council President Johnson asked how much the upgrade would cost. The City Administrator responded the City is in a difficult situation because the wiring for this system was installed in 2003 and it was not actually set up to run until just a couple of months ago. The City Administrator stated that she learned the system had quit working while she was on vacation in September, 2011. The City Administrator reported that she contacted Chown Security only to learn that the actual unit that operates the system had failed. The City Administrator stated the company is trying to work with the City as best they can, however due to the length of time that has transpired between the initial installation and the actual use of the system there is not a lot of choice in how to resolve the issue. The City Administrator reported it will cost around \$1800.00 for this upgrade so the decision is to continue to resolve this issue or attempt to start the process over with another company. The City Administrator indicated it is important to have some kind of control over when and how the community center area is used. A brief discussion ensued with Councilor Doerfler commenting that we need to do what we have to in order to get the system functioning properly. The City Administrator stated that she still needs to have AA Bowman out to assist with changing some of the locks and put a locking system on the men's bathroom. The City Administrator commented that she learned his dad had been ill but he would schedule a time soon to get the locks in place. There were no questions. The City Administrator reported that she and the public works employees had looked at a location just north of the depot for the gazebo that Raymond Zehr has offered to the City. The City Administrator commented it would be located within the area of the small bridge just north of the depot. The City Administrator stated there would be plans to landscape around it and perhaps it could be used for weddings or just for the community to go and sit around and enjoy. The City Administrator commented they are working on a process on how to move it to this location. There were no questions. The City Administrator reported she had lunch with Scott McDowell, the City Administrator from Brownsville, and Brian Gardner, the new Superintendent for the Central Linn School District recently. The City Administrator reported the goal is to determine areas where the three entities can work together for the good of the entire community. The City Administrator asked if the Council had any suggestions or thoughts on what kinds of things they would like to see develop from future meetings of this kind. A brief discussion ensued with no specific ideas suggested at this time.

### **Public Works Report**

Council President Johnson asked if there were any comments regarding the operations report from public works. Councilor Doerfler asked about the pump for well 98 that had quit working with the City Administrator commenting it had to be replaced at a cost of about \$5300.00. The City Administrator commented that the pump had to be replaced in 2008 however there is only a one year warranty on it. Councilor Doerfler commented it appeared that the pump did not operate on any kind of routine basis and it is good to exercise this type of equipment at least once a week. The City Administrator responded that the public works employees had started exercising that pump however they were having problems which resulted in her getting an alarm very early in the morning. The City Administrator commented that she asked the public works employees to exercise the pump only during the day however she was unsure if that was being done and promised to check with them regarding this issue. There were no other questions.

### **Planning Commission**

Council President Johnson noted the agenda item for the Planning Commission however Councilor Harless responded no meeting had been held. The City Administrator commented that both the permit submitted by Diamond K Sales and the one from Kleen Solutions had expired however Dean Stockwell has been into City Hall to renew his permit. Councilor Doerfler asked if he was expanding his business with the City Administrator responding that they are growing and he intends to build another structure on the adjoining

property to the south of his existing facility. The City Administrator commented this will create three or four more jobs and he is intent on hiring locally. There were no other questions.

### **Park Committee**

Councilor Mercier reported the public works employees have been working on the “rock bubbler” and when it is completed flowers will be planted in the area. Council President Johnson asked if the train was going to be moved back inside for the winter or if it would be covered. The City Administrator responded she had purchased a tarp in order to cover the train however the weather had been fairly nice until recently so that had not been done yet. Council President Johnson referenced an area off of the existing pavilion where the roof might just be extended in order to have the train under cover if the City is not successful in receiving the Union Pacific grant for a train depot structure. A brief discussion ensued.

### **Finance Committee**

Councilor Doerfler stated the City has not received any money from taxes yet however the largest percentage from this source of funding should be in by the end of November, 2011. Councilor Doerfler commented he had been speaking with the City Administrator prior to the meeting and stated that many municipalities are in a real bind financially. Councilor Doerfler indicated he feels good about where the City is financially and that things are being accomplished even with the limited amount of money with which the City has to operate. There were no questions.

### **Street/Utility Committee**

Councilor Parker commented a meeting had been held over two months ago however she had not been able to report on it at the meeting held on October 11, 2011. Councilor Parker stated there was considerable talk about the Highway 20 project and she learned there is only a 90 day window in order to perform the earth moving tasks. Councilor Parker commented that the ground continues to move because much of the project has been built in a slide area and therefore has become an engineering problem. Councilor Doerfler added much of the paving has taken place however the construction of the bridges has been holding up this project. Councilor Doerfler commented the cost has escalated from \$110 million to over \$140 million and the completion date is out to the year 2013. There were no questions.

### **Intergovernmental Committee**

Councilor Doerfler reported a meeting had been held on November 3, 2011 via phone. Councilor Doerfler stated the reason for the meeting was a result of the collective bargaining agreement. Councilor Doerfler reported changes were approved however they were mostly language changes and not a result of any financial issues. Councilor Doerfler noted a meeting is scheduled for December, 2011. There were no questions.

### **Old Business**

The City Administrator requested a discussion on whether to replace the street light “bulb” near the residence located at 1365 W. 5<sup>th</sup> Street. The City Administrator commented that Karl Johnson had been in City Hall recently and asked about the outcome of the discussion that was held in the September, 2011 meeting. The City Administrator recalled that Councilor Mercier was going to talk with her son since it appeared the wrong wattage had been installed on this pole however she learned that the command has to come from management within the company. The City Administrator reminded the Council that someone from Pacific Power had come to look at the light and has told the City it would cost approximately \$175.00 to replace. The City Administrator commented that Mayor Cline had been at City Hall earlier in the day and suggested perhaps the cost could be divided between Johnson and the City. A brief discussion ensued. Councilor Parker made a motion not to have the City spend money on replacing the light on the pole near the property located at 1365 W. 5<sup>th</sup> Street. Councilor Doerfler 2<sup>nd</sup> and the motion carried unanimously. Council President Johnson reviewed the list of complaints provided in the packets. A brief discussion ensued regarding dogs and their owners who do not pick up after them. The City Administrator recalled some recent emails she had read from other cities regarding this issue and she would research that

information for the Council for a discussion at the next meeting. The City Administrator commented about the citizen who had been at City Hall and gave her one of the nicest compliments she has ever received. The City Administrator stated this is a rare event however she very much appreciated the citizen's remarks. A brief discussion ensued.

The City Administrator announced that the Christmas Dinner has been scheduled at the Pioneer Villa on Saturday, December 17, 2011. Everyone made note of the date. The City Administrator commented that a reminder invite will be sent out. There were no questions.

**Adjournment**

Councilor Doerfler made a motion to adjourn the meeting at 8:10 p.m. Councilor Parker 2<sup>nd</sup> and the motion carried unanimously.

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Marjean Cline, Mayor

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Judy Cleeton, City Administrator <sup>1</sup>

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