

HALSEY CITY COUNCIL MEETING

Halsey City Hall
773 W. 1st Street
Halsey, OR 97348
December 8, 2009
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 Joan Mercier, Councilor Kathy Parker, and Councilor Lee Johnson. Councilor Eric Harless arrived at 8:00 p.m. and Councilor Eldon Albertson was absent.

Also in attendance were Sergeant Brad Kelley, Rella Johnson, Woodrow Edwards, Don Ware, and City employees Karla Caudell and Martha Chamberlain.

Application for Planning Commission

Mayor Cline initiated a discussion on the application submitted by Rella Johnson for the Planning Commission. Mayor Cline noted the Planning Commission has been in need of another member for quite awhile and appreciated her willingness to serve the City in this capacity. After a brief discussion Council President Doerfler made a motion to accept the application submitted by Rella Johnson for the Planning Commission. Councilor Mercier 2nd and the motion carried unanimously.

Delegation

Mayor Cline asked Sergeant Kelley to update the Council on any noteworthy law enforcement issues within the City for the month. Sergeant Kelley responded most of the calls were domestic disputes and did not recall any particular issues of concern. Mayor Cline asked for some clarification on the theft of the cedar boards on the property located on Highway 99. Sergeant Kelley responded they could not determine how many boards were stolen as they had been on the property for a considerable length of time therefore the only information provided was the original cost for them. Mayor Cline inquired about the incident at the tavern involving the serving of alcohol to a minor. Council President Doerfler asked if this type of incident is automatically reported to some other authority with Sergeant Kelley responding the OLCC is notified immediately. Councilor President Doerfler asked if there was any kind of leniency for a first time offense however Sergeant Kelly responded there is a new OLCC representative and she is very aggressive. Sergeant Kelley stated the offense could be anywhere from the imposition of a fine to a suspension of their license for a period of time. Mayor Cline asked who was serving the alcohol with Sergeant Kelley responding they were unsure of who that person was at this time. Councilor Mercier asked if had been determined if the person had already been drinking prior to their arrival at the tavern with Sergeant Kelley responding that had not been determined. Council President Doerfler asked if the problems at the apartments were ongoing and if the City of Harrisburg had any apartments with similar problems. Sergeant Kelley responded the situation at the apartments is like a revolving door and there is an apartment complex in Harrisburg with similar issues. A brief discussion ensued. Sergeant Kelley stated a meeting was scheduled for all of the South County Deputies on December 9, 2009 and asked the Council if there were any items they would like presented because seldom are all of the Deputies gathered in one location. Mayor Cline commented perhaps they could discuss additional surveillance at the abandoned property on the corner of West 3rd and H Streets due to the concern that it might be used as a place to get out of the weather as a result of the recent cold temperatures. A brief discussion ensued.

City Administrator Report

The City Administrator reported the lift station pumps had apparently been shipped on December 4, 2009 however the date of their installation has yet to be determined. The City Administrator indicated there appears to be some kind of conflict between Pump Tech, who provides the pumps, and Aapex International therefore there has been a delay in this phase of the project. The City Administrator commented between the cold weather and/or the rain the installation will be challenging when it does occur. There were no questions.

The City Administrator noted there would be a financial report later on the agenda however she wanted to inform the Council that all of the budgeted transfers had been made. The City Administrator commented these transfers are made after receiving the tax revenues in November and the reports reflect the balances in each fund after those entries. There were no questions.

The City Administrator commented four building permits had been received since the beginning of November, 2009. The City Administrator stated the planning expense is already over the budgeted amount due the fact that it was anticipated only a couple of homes would be constructed during the year however on the other side of the coin the revenue from new construction is higher than anticipated. The City Administrator commented part of this is a result of the Halsey Mennonite Church/School project as well. There were no questions.

The City Administrator reported a realtor had been in talking with her about the Powell Trust property located at the southern entrance to town on the west side of Highway 99. The City Administrator commented this property has approximately one hundred acres which sparks a lot of interest in potential development due to its size and proximity to the freeway. The City Administrator stated previous inquires regarding development have met potential roadblocks due to the fact that approximately seventy-five acres are out of the Urban Growth Boundary and it has been learned there are probably considerable wetland issues regarding this property. Mayor Cline commented resolving the wetland issue would be very costly. Councilor Mercier stated that depending on the buyer, such as someone like Walmart, they would have the finances to develop the property including the costs to prepare the site for development. Mayor Cline commented there had previously been information sent regarding a possible location for a solar plant facility and the Powell property seemed like a potential candidate. Mayor Cline stated, however, the demands on the water and sewer systems for the particular type of solar plant was far too excessive for the City's infrastructure. A brief discussion ensued with the City Administrator requesting preliminary support or opposition to the potential development of this property along with a possible urban growth expansion request. Council President Doerfler was in support of future development but did not want the City to incur any costs for a UGB expansion. Councilor Mercier commented it was difficult to ascertain a decision without knowing the actual entity looking to develop the property. Mayor Cline encouraged the potential development stating it could bring decent jobs to the community. Mayor Cline indicated she envisioned a light industrial park at this location. The consensus of the Council was they were willing to support inquiries into the future development of this property however the potential developer or property owner would have to be responsible for the costs involved in doing so.

Public Works Department

Mayor Cline asked if everyone had time to review the public works report. Council President Doerfler expressed his appreciation for the time and effort the employees put in during the recent failure of the water system. Council President Doerfler commented he received three phone calls and Mayor Cline said she received a couple of calls along with someone that came to her door. Council President Doerfler stated he appreciated the time the Mayor took to look into the problem as well. There were no questions.

Planning Commission

With Councilor Harless being absent Mayor Cline reported there was no planning information to report. The City Administrator commented a meeting has been set for Tuesday, December 29, 2009. Mayor Cline stated, by ordinance, a quarterly meeting of the Planning Commission must be held whether or not there are specific items to be discussed. There were no questions.

Park Committee

Councilor Mercier did not have anything to report however the City Administrator stated she had forgotten to let her know that Bunce Equipment had been contacted to determine what it might cost to sand blast the sides of the skatepark equipment that did not fare well when left out in the elements so that they could be repainted. The City Administrator reported Bunce Equipment is refinishing the sides and is donating his time and cost to do so. Council President Doerfler explained where the business was located and had positive comments regarding the owner. Everyone on Council was appreciative of his donation.

Finance Committee

Council President Doerfler reported the City has received money from property taxes with the City Administrator stating that as of December 1, 2009 the City has received \$223,000 in current taxes in the General Fund which is just short of the \$225,000 budgeted for the year. Council President Doerfler stated the City continues to be financially sound. There were no questions.

Street/Utility Committee

Council President Doerfler stated a meeting was held on Thursday, November 12, 2009 and he appreciated Councilor Parker attending those meetings with him. Council President Doerfler commented the road and bridge improvements have been completed between Halsey and Harrisburg. Councilor President Doerfler stated a slide show of the Pioneer Mountain project was shown indicating that much of the working currently being done is the part that is taking the longest and cannot be seen from the highway. Council President Doerfler indicated the project had been slated for completion in 2009 however due to several circumstances that have delayed the project it is now targeted to be completed sometime in 2011. Council President Doerfler commented the slide show also included several different projects going on around the State. Council President Doerfler noted that Vivian Payne continues to maintain an interest in Halsey and the concern of the governing body and the citizens regarding the condition of Highway 99 within the City. There were no questions.

Intergovernmental Committee

Council President Doerfler indicated a meeting was held on December 3, 2009. Council President Doerfler stated topics of discussion were the annual audit, employee use of cell phones, labor relation negotiations, annual dues, and furlough days. Council President Doerfler stated it was determined that COG employees would use their personal phones for business instead of having to carry two phones and would be reimbursed a monthly stipend which would be subject to income tax. Council President Doerfler commented that due to the state of the economy dues will not be increased for the next fiscal year. Council President Doerfler stated various furlough days have been established in order to reduce expenditures in some areas and two positions have been eliminated under the economic development program due to the fact that financial institutions are cutting back on lending. There were no questions.

Old Business

Mayor Cline asked if there were any comments about the complaint/issue log. Councilor Johnson asked if the people involved in the grain tower intended to remove any part of it with the City Administrator responding there was an indication during the phone conversation that is possible. Council President Doerfler asked if anyone has noticed how much the tower leans. Council President Doerfler explained that the contractor was instructed to build the structure to a specified height and

when it was completed the property owner wanted the tower higher, indicating they would take responsibility for the addition. Council President Doerfler stated that when the structure was completed the east side of the tower was completely filled before anything was put on the west side so with the added height the weight was too much therefore the structure moved and has leaned ever since. Councilor Parker reiterated that pictures should be taken inside the tower before it is taken down. A brief discussion ensued regarding the status of the Wahlstrom property with the City Administrator reporting the City Attorney has been assisting her with the possibility that the water may need to be disconnected at the apartments due to nonpayment therefore she has not asked him where he is with declaring that property a nuisance. There were no other questions.

Mayor Cline asked for an update on the Community Center/City Hall project with the City Administrator responding it has been difficult to for them to get people to respond to their requests. The City Administrator reported that a call was left once again with Benton County in order to get a quote for paving the parking lot and she was finally able to talk to Brad Buckmaster regarding the plumbing and he has indicated that new regulations could make it so the restrooms are no longer ADA compliant. The City Administrator stated a quote had been received from the State Procurement Office for the flooring but it is pretty high so it had not been included in the packets. The City Administrator commented they will continue to work on getting figures together to complete to lower level however it has been a somewhat painful process. A brief discussion ensued. The City Administrator reported the holiday dinner will be held at the Corner Café in Brownsville at 6:00 p.m. on Saturday, December 19, 2009. The City Administrator handed out a spreadsheet for everyone to put their preferences down for their meals. There were no questions.

New Business

Mayor Cline asked if everyone had reviewed the 2008-2009 audit report and, in spite of its somewhat complicated material, were there any questions. Council President Doerfler asked the City Administrator about the overall audit with the response being that there had been some notation again that budget procedures were not followed however when she contacted Pauly, Rogers and Company they noted their mistake and it was corrected. The City Administrator commented the audit reports had been mailed with no further contact from the auditors regarding a presentation of the audit therefore she asked if the Council wanted her to contact them to do so at the next meeting. After a brief discussion it was determined it would not be necessary for the auditors to discuss the report in detail.

Mayor Cline acknowledged the document included in the packets indicating a 2010 Special City Allotment Grant had been awarded the City for improvements to West 1st Street between West J Street and Crowell Lane. The City Administrator explained the City can no longer piggyback on Linn County Road Department bid rates therefore she would contact three entities to determine a price for this project. The City Administrator explained a previous quote was almost \$40,000.00 therefore the City would need to have enough money in the Street Fund to cover the additional cost. The City Administrator reported the Street Fund does have a monthly source of income from the Oregon Department of Transportation however it incurs monthly expenses as well so there is not a lot of excess money in this fund. Mayor Cline commented the prior quote of \$40,000.00 was when asphalt prices were fairly high with the City Administrator agreeing that was the case so hopefully the price would be less than that and the Street Fund could support the excess expenses over the \$25000.00. There were no other questions.

Ordinances and Resolutions

Mayor Cline initiated a discussion regarding Ordinance 2010-384 defining and adopting the rules of the City Council which was a goal she set for the City Administrator during her evaluation in May, 2009 and asked her to provide an overview of the changes. The City Administrator referenced an item in the original Ordinance 319 noting the Council will evaluate all employees and their job duties prior to February 28 of each year stating the evaluation of the City employees is the responsibility of the City Administrator. The City Administrator reported that she changed that item to state that an

evaluation of the City Administrator will take place in May of each year. The City Administrator stated other than that there were minor changes throughout and an addition of a section or two such as “Council relations with City Staff” were included based on researching other examples of city rules. A brief discussion ensued. Mayor Cline read the first reading of Ordinance 2010-384—An Ordinance Defining and Adopting the Rules of the City Council for the City of Halsey Repealing Ordinance No. 319.

Mayor Cline reminded everyone of the brief discussion regarding the dedication of East 1st Street for the construction of the Halsey Mennonite Church/School and then read Resolution 2009-538 by title only—A Resolution Authorizing the Dedication, Grant, Transfer, and Conveyance to the Public, for Use of the Public as a Public Way, Street, and Sidewalk, Over Certain Real Property in Linn County, Described as Assessor’s Map# 14S-3W-6BC, Tax Lot #1600 and Authorizing the City Administrator to Sign All Documents Relating to the Dedication. Council President Doerfler made a motion to approve Resolution 2009-538. Councilor Mercier 2nd and the motion carried unanimously.

Mayor Cline turned the meeting over to the City Administrator to explain Resolution 2009-540 and Ordinance 2010-385 listed on the agenda. The City Administrator reminded the Council of the discussion in the November meeting regarding the potential 50% reduction in the System Development Charges for the Halsey Mennonite Church/School. The City Administrator noted it was determined the decision should be based upon whether another applicant had been given a reduction after the payment deadline stated in Resolution 2009-536. The City Administrator reported the applicant in question had paid the full SDC’s therefore the City could charge the full amount to the Halsey Mennonite Church/School as well. The City Administrator stated however she thought of another potential way of reducing SDC payments and talked to Mayor Cline about the idea. The City Administrator indicated, since Resolution 2009-536 was no longer in effect, a new resolution could be drafted whereby and applicant could either pay the full amount of the SDC’s or they could opt to pay half the SDC’s and work off the other half by donating materials, labor, etc. at the Community Center/City Hall. Mayor Cline expressed a concern for the legality of such a proposal therefore the City Administrator stated she would talk with the City Administrator in Harrisburg regarding the idea who has a legal background. The City Administrator in Harrisburg provided a couple of suggestions for the proper paperwork that should be approved and expressed a concern that someone might want to work on a major sewerline project in turn for the reduction without the proper expertise to do so but overall he thought it was a great idea. The City Administrator commented the Resolution is drafted to limit the reduction in SDC fees to work being performed only at the Community Center/City Hall and the Ordinance is a revision of the original Ordinance establishing SDC’s which includes buildings and facilities. The City Administrator stated the applications submitted recently are all from experienced builders and if someone was building a home in the City they would have the expertise to perform construction tasks at the Community Center/City Hall or the capability of donating materials.

Councilor Mercier commented as builders they probably can acquire materials at a lesser cost than the City. Councilor Harless thought the idea was good and thanked the City Administrator for thinking of it. A brief discussion ensued. Mayor Cline read Resolution 2009-540 by title only—A Resolution Temporarily Offering an Alternative for Payment of Systems Development Charges as a Way of Stimulating Local Construction Activity as Well as Building and Facilities Projects for the City of Halsey & Establishing an Effective Date. Council President Doerfler made a motion to approve Resolution 2009-540. Councilor Parker 2nd and the motion carried unanimously.

Mayor Cline read the first reading by title only of Ordinance 2010-385—An Ordinance Authorizing the Establishment and Provisions Governing the Development and Use for System Development Charges for City Buildings and Facilities, Water, Sewer, Storm Water, Parks and Streets, and Stating an Effective Date and Repealing Ordinance 2004-366.

Mayor Cline asked if there was an additional business with Councilor Parker expressing a concern for the amount of paperwork included in the packets. Councilor Parker asked that copies of materials be double-sided when possible to cut down on paper and the expense to the City. The City Administrator

acknowledged the concern and stated the paperwork provided in future packets would be double sided whenever possible. There were no other questions.

Adjournment

Council President Doerfler made a motion to adjourn the meeting at 8:30 p.m. Councilor Parker 2nd and the motion carried unanimously.

Marjean Cline, Mayor

Judy Cleeton, City Administrator