

REGULAR CITY COUNCIL MEETING

July 12, 2022, 7:00 p.m. at City Hall, 100 W Halsey St., Halsey, OR

**This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

MEETING CALLED TO ORDER

Meeting called to order at 7:01 pm

ROLL CALL

Present: Mayor Jerry Lachenbruch, Council President Ken Lorensen, Councilor Randy McMillen, Councilor Michelle Isom, Councilor Jerry Gillson

Present Staff: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Librarian Sara Cooper

Absent: Councilor Christine Raven, Councilor Stacy Strauss

Guests: Tia Parrish (The Times Newspaper), Sergeant Steve Frambes (Linn Co. Sheriff's Office), Nathan Conroy, TJ Gillson, Holly Parrish, Michelle Tourtillot, Charles Tourtillot, Rayna Waltz

Remote: Public Works Lead Andy Ridinger

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

The purpose of a consent agenda is to approve routine items in a single motion. Any councilor may request to remove an item that they wish to discuss and act upon outside of the consent agenda. If no request is made, Council may approve all the items on the consent agenda with a single motion.

Council Meeting Minutes – June 12, 2022

Motion: I move that the governing body of the City of Halsey approve the business items in the consent agenda as submitted.

Motion by: Councilor Isom, Seconded by Councilor Gillson

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Council was asked to review and approve the Financial Reports and Journal Entries for June 2022. Approving the June Financial Report includes approving check numbers 19753-19793 in the amount of \$22,776.63. The prior month's final check number was 19752.

Motion: I move that the governing body of the City of Halsey approve the June 2022 Financial Reports and Journal Entries as submitted.

Motion by: Councilor Gillson, Seconded by Council President Lorensen

Vote:

Ayes: Unanimous

Motion Carries

AGENDA ADJUSTMENTS

Administrator Norton requested that Item J.1. be moved up to delegations.

DELEGATIONS

Oregon RAIN Update—Nate Conroy

Nate provided a summary of RAIN's second quarter activity to Council. Michelle Tourtilott, a local entrepreneur, spoke about her experience with RAIN and how the program has helped to develop both her business and her husband's businesses.

A question was asked about how many have been helped in Halsey since Nate became a part of the program. Nate estimates that about four people have been helped during his tenure. Administrator Norton stated that the last local event held in Halsey was in 2019 and asked for more events (at least 1-2 per year), as well as plenty of notification prior to the event so that it may be adequately advertised.

Linn County Sheriff's Office—Sergeant Frambes

Sergeant Frambes reviewed the June sheriff's report. There were 2 arrests in the City in the month of June, both for car theft committed by the same individual. A question was asked about illegal fireworks and how they are handled. Unless they physically see the individual light the firework, they can only provide a warning. Anyone who observes illegal fireworks being set off should call the non-emergency line to report it.

CITIZEN COMMENTS

There were no citizen comments.

REPORTS TO COUNCIL

Employee Reports

City Administrator Report - Hilary Norton

The League of Oregon Cities Conference will be held in Bend from October 5th -7th. Administrator Norton asked if any members of Council are interested in attending. Councilor Isom and Mayor Lachenbruch expressed interest.

The City has received a complaint about unmuffled engine braking on O Street/Crook Drive, and a request for Council to pass an ordinance. "Jake Brakes" are not illegal, but *unmuffled* engine braking is illegal. By federal law (49 USC 14501) local governments cannot pass ordinances regulating motor carriers. The State has prohibited *unmuffled* engine braking (ORS 811.492). Administrator Norton explained the city can request a sign stating that unmuffled braking is illegal and the associated fine. The Linn County Roadmaster warned that certain communities have asked to remove their posted signs due to intentional unmuffled braking in response to the signs. Linn County Sheriff's Office also expressed the difficulty of enforcing the law.

Linn County Sheriff's Office has added O Street to focus patrol for speeding. This has helped in similar circumstances in other communities they serve.

Pacific Power has requested to use city land to stage materials during the Highway 99 project. An agreement will be signed that will require the property to be returned to the City in the same or better condition than it was prior. Administrator Norton requested Council's permission to allow city property to be used for this purpose. Approval was granted by consensus.

The emergency exit door at City Hall and the new lock for the Community center are installed and working well. The Community Center is available for reservations again.

Julia Fox has been assigned as Halsey's RARE member. She will begin her term in September 2022. Due to housing shortage, Council was asked if requesting a hardship permit for an RV residence would be an option they would consider if housing were not available when needed. There was consensus.

Administrator Norton requested Council's permission to attend an Economic Development Course in Olympia Washington in September. She has applied for a scholarship to help with the cost.

Administrator Norton reviewed the rules of the City Charter regarding attendance requirements for Council. If Council members miss all city meetings inside a 60-day period the Council may declare the seat vacant. One Councilor has exceeded this limit, and said she may resign due to increasing family commitments. Remote attendance is allowed.

Library Report – Sara Cooper

Sara reviewed the June Library report and spoke about the Summer Reading Program Events. The threshold count continues to rise. It was at 6.36 patrons per day in the month of June.

Public Works Report – Andy Ridinger

Andy reviewed the Public Works report. There was a water leak on 6th street and public works was able to fix the leak within 40 minutes, keeping the community's water off for only a short time. The second

lagoon treatment has been completed. The public works team has been working to keep ahead on mowing and spraying. The City Hall parking lot and parking spots downtown have been repainted. The Public Works was invited to the Elementary School for a safety day, they brought the backhoe to the event and educated about the importance of safety with equipment. A question was asked about the wastewater figures, as they seem abnormally high for this time of year. Andy will double check the numbers.

Council Priorities Update – Hilary Norton

In October of 2021, Council adopted City Council Priorities for 2022-2023. This is a quarterly update on staff progress toward these goals.

Water System Improvements: GSI Water Solution’s recommendation and Council consensus was to replace Well #69. Oregon Water Resources (OWRD) says it should be possible to transfer the water rights to the new well. Funding for the well would be available as another low interest loan (forgivable) from Business Oregon. One option is to apply for this, see what kind of loan forgiveness the City can get, and then pay part or all of the remaining loan with the ARPA funds. Other possible funding options are still being investigated.

Building Repairs and Facility Improvements: The City is researching possible asset management & maintenance tracker software. The fuel tanks are on hold until the new well location is determined. The electronic Community Center sign is on hold until after the Hwy 99 Project is complete.

Wastewater Treatment and Sewer I&I Improvements: The I&I report should be complete in July of 2022 and will be presented to Council in August. The original plan was to use ARPA funds to do as much of the I&I work as possible. This is on hold until funding is determined for Well 69.

Financial Stewardship: Thus far the City revenue has not been as heavily impacted by the recession. Property tax and utility revenue has held steady. The City has been able to budget for the utility billing improvements, which will be implemented during this fiscal year.

RARE Program Participant: Julia Fox will begin her term on September 12th.

Emergency Response Plan: This will be one of the projects the RARE member will work on. Preliminary research has been gathered and resources lined up.

Halsey Park Improvements: This also is a project the RARE member will be involved in coordinating.

Vehicle Replacements: The City was able to budget for the ditch mower in the 2022-2023 fiscal year. Administrator Norton has not found a nearby city interested in sharing purchase on a manlift but may have a couple of leads on where The City may be able to access existing equipment through an Intergovernmental Agreement. Other options are being explored.

Improve Street Maintenance: The engineering design for the East B Street project is complete. Due to timing and the need for Alyrica to relocate a utility box, Administrator Norton recommended holding

construction until next summer. The City will still be eligible to apply for another Small Cities Allotment Grant this year. Stop signs, traffic signs, and budgeting for additional street maintenance are ongoing.

Council Leadership and Community Engagement: Council was asked if they would like to schedule a reoccurring event to connect with the community. There was discussion. Council agreed to hold a monthly event on Fridays with time and location to be determined.

OLD BUSINESS

REAL (Rural Economic Alliance) Partnership Progress

REAL is currently working on a new website to provide a visible presence online, as well as a centralized point of contact. Administrator Norton provided a preview of the website. A video that was recently compiled by REAL was also presented, which included Mayor Lachenbruch and highlights the value of small towns and promoting growth in Halsey and other small communities.

NEW BUSINESS

LOC Lobbying Survey

In preparation for the 2023 Legislative season, the League of Oregon Cities has circulated a survey and asked that the City Council submit their top four concerns on behalf of the City of Halsey. There was discussion. Council came to a consensus to focus on five concerns, including: Water & Utility Rate Fund Assistance, Infrastructure Funding to Support Needed Housing, Address Measure 110 Shortcomings, Digital Equity & Inclusion, and Infrastructure Financing and Resilience.

Linn County Sheriff's Office Intergovernmental Agreement

The city needs to sign a new agreement with the Linn County Sheriff's Office. The old agreement ended on June 30, 2022.

Motion: I move that the Governing Body of the City of Halsey approve the Intergovernmental Agreement Between the City of Halsey and the Linn County Sheriff's Office as Submitted.

Motion by: Councilor Gillson, Seconded by Councilor McMillen

Vote:

Ayes: Unanimous

Motion Carries

ADJOURNMENT

Meeting adjourned at 8:20 pm

Municipal Clerk Madison LaCoste

Mayor Jerry Lachenbruch