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REGULAR CITY COUNCIL MEETING

April 11, 2017, 7:00 pm at City Hall, 100 W Halsey St, Halsey, OR

Meeting called to order at 7:00 pm

ROLL CALL

Present: Mayor Marjean Cline, Councilor Greg Chamberlain, Councilor Eric Harless, Councilor Rella Johnson, Councilor Jennifer Johnson, Council President Lee Skinner

Absent: Councilor Jerry Gillson

Staff: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Municipal Clerk Martha Chamberlain, Lead Utility Worker Andy Ridinger

Guests: Blanca Ortiz, Norma Hoover, Josh Metcalf, Scott Gagner, Kim Clayton, Doug Blood, Katie Cheney, Al Spicer, Julie Spicer, Anne Sunday, Jorden Parrish, Amira Bird

THE PLEDGE OF ALLEGIANCE WAS RECITED

APPROVAL OF MINUTES

Minutes from Council Meeting, **Tuesday, March 14, 2017**

There were no additions or corrections.

Move to: approve the minutes from the Regular City Council Meeting on Tuesday March 14, 2017 with no corrections

Motion by: Councilor Chamberlain, seconded by Councilor R. Johnson

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS AND APPROVAL OF JOURNAL ENTRIES

Financial reports and journal entries were presented for March. There were no questions or comments.

Move to: approve the financial reports and the journal entries as submitted.

Motion by: Councilor Harless, seconded by Councilor Chamberlain

Vote:
Ayes: Unanimous
Motion Carries

REVENUE & EXPENSE REPORT, JULY 2016-MARCH 2017

This report is for review only. It shows actual expenses against the 2016-2017 Budget. There were no questions or comments.

AGENDA ADJUSTMENTS

Administrator Norton asked to move item J.1 Review OLCC License Application-Julie Spicer, K.1 Sweet Home Sanitation Rate Increase, and K.4 Exercise Classes to delegations.

DELEGATIONS

Review OLCC License Application-AI & Julie Spicer

This application was recommended for denial by council at the March meeting. The Spicers were not present to answer questions from the Council, and requested that the application to be reconsidered. Both AI & Julie were present at the April meeting to answer questions. There was some discussion.

Move to: recommend that the Governing Body of the City of Halsey approve the liquor license application for Julie's Halsey Tavern

Motion by: Councilor Chamberlain, seconded by Councilor R. Johnson

Vote:
Ayes: Unanimous
Motion Carries

Sweet Home Sanitation Rate Increase

Since the last rate adjustment in May of 2016 Sweet Home Sanitation has experienced an increase in cost, and is requesting a rate increase of 2.1%. This suggested increase is based on the Consumer Price Index (CPI). This proposed rate increase would add an additional \$0.55 per month to the most utilized service, the 35 gallon weekly bin. Mr. Metcalf also requested that the council amend the current franchise agreement to include language that would allow for an automatic rate adjustment each year. This increase or decrease would be equivalent to any changes in the CPI. Many other cities have already adopted this procedure.

Move to: recommend that the Governing Body of the City of Halsey approve the Solid Waste & Recycling Annual CIP (2.1%) rate adjustment from Sweet Home Sanitation

Motion by: Council President Skinner, seconded by Councilor R. Johnson

Vote:
Ayes: Unanimous
Motion Carries

Move to: recommend that the City Administrator of the City of Halsey work with Sweet Home Sanitation to build an annual CPI Increase into their service contract.

Motion by: Lee Skinner, seconded by Rella Johnson

Vote:

Ayes: Unanimous

Motion Carries

Exercise Classes at the Community Center

Blanca Ortiz requested council's permission to lead fitness dance classes at the Halsey Community Center. Classes will be held on Wednesday evenings and Saturday mornings, and will begin Wednesday, April 19th.

Mayor Cline asked if there was council consensus to allow the program on the City Hall property. Permission was granted.

CITIZEN COMMENTS (Non-Agenda Items)

Central Linn Rec Center-Katie Cheney

Katie is from Brownsville and is the basketball director at Central Linn Rec Center. She came to council to share about their programs, which are open to all children in the Central Linn area. Their basketball program is for children in kindergarten through sixth grade. There were 108 participants for the 2016-2017 season.

The Central Linn Rec Association is hosting their second annual basketball camp June 19th through the 22nd at Central Linn High School. The camp is for children who are currently in 4th through 8th grade. The Rec Association is also working towards an online registration system for sports registration.

REPORTS TO COUNCIL

City Administrator Report – Hilary Norton

The initial meeting for the Highway 99 Project STIP Grant took place on March 20th. The purpose of the meeting was to plan the roles of the involved parties (ODOT, Linn County and Halsey) within the project. The City is still waiting for the IGA (Intergovernmental Agreement) that is needed to move forward. ODOT is responsible for the document, and estimates that it should be complete within four to six weeks.

Our plan has been to start paving the unpaved sections of street in Halsey one block a year as funds permit. Because they are connected, Linn County recommends paving the ends of W M Street, W 5th

Street, and W L Street at the same time to save on mobilization charges. Funds set aside this year for paving M Street will be rolled into the 2017-2018 Budget for the larger project.

The Spring Clean Up is coming up in May. City Staff recently drove through town and assessed properties that have debris that could be brought to the curb for the event. Several letters were sent reminding residents to take advantage of Spring Clean Up. A few properties were in exceptionally poor condition, and were sent nuisance ordinance violation letters. City staff will help community members as much as possible to get in compliance with the ordinance.

Halsey's City Wide Garage Sale is on May 6th, from 8-4.

The second annual "BOOK-IT!" 5K Library Fundraiser is coming up on April 29th. Registrations are down from last year, so please join us if you can, and help get the word out.

Eldon Albertson has resigned from the Budget Committee in order to continue to serve on the Planning Commission

Administrator Norton will be on vacation April 15th to April 23rd. Staff will be able to reach her in the event of an emergency.

Public Works – Andy Ridinger

Andy Ridinger described the significant amount of I&I (Inflow & Infiltration) that seeped into our sewer system last month due to rainfall.

April is the last month for lagoon discharge, and the ponds are nearly to the desired level.

A question was asked about damage done during the wind storm on Friday, April 7th. Andy stated that two large trees fell, as well as two stop signs. Public Works was able to clear the debris from the road within one day.

Library – Norma Hoover (Reporting for TJ Gillson)

The Beverly Cleary Birthday Party is April 12th from 2-5. The time was published incorrectly in the newsletter (10-2), so they will open at 10 am.

The "BOOK-It!" 5k Run/Walk is April 29th.

This year's Summer Reading Program begins June 26th.

A donation was received from Georgia Pacific in the amount of \$1,500.

In March, 190 books were checked out.

Norma was not able to open the library due to the windstorm on Friday April 7th.

Linn County Sheriff's Office-Sergeant Greg Klein

During the month of March, 83 hours were spent in the City of Halsey. Ten of those hours were in traffic patrol. Ten warnings and four citations were issued. One adult was arrested, and thirty incidents were investigated. The arrest was a result of follow up on a felony theft investigation.

Sergeant Klein also mentioned Diamond K Sales and the delivery trucks that are frequently parked on Halsey Street. This is a safety concern when large vehicles are parked on both sides, making Halsey Street impassible. Concern was raised regarding incidents in which trailers have come loose in the road while being transported, which creates a major traffic hazard. Sergeant Klein said that all of these issues have been previously addressed, but that follow up will continue.

COMMITTEE REPORTS

OCWCOG Board of Directors Meeting-Mayor Marjean Cline

Mayor Cline attended the Oregon Cascades West Council of Governments Board Meeting on Thursday, March 16th. Their audit was passed with no corrections. There was concern about their budget and the financing coming out of Salem, and how it will affect the programs that impact Halsey. OCWCOG is looking to improve their regional park & ride program.. Many are not aware of this program that provides rides to non-emergency medical appointments. Towards the end of the year OCWCOG will be holding their first annual awards dinner.

Cascades West Area Commission on Transportation (CWACT) Meeting-Councilor Chamberlain

Greg Chamberlain attended the recent CWACT Meeting. He reported that there was not much discussed in the meeting that directly affects Halsey. Discussion was had regarding upgrading airports in Albany and Newport. Corvallis spoke about transportation projects. Grants for the improvement of bike paths were discussed. A new "Love's" truck stop will soon be built in North Albany.

OLD BUSINESS

Inflow & Infiltration (I&I)

Andy Ridinger stated that each year Halsey has a company come in to work on I&I. Previously, the plan was to review existing sewer tapes to pinpoint any laterals that need work. Andy has been reviewing the tapes that were done in 2008, but suspects that leaks may have formed or enlarged in the mains over the past nine years. Andy had never seen the system back up as fast as it did this year with all of the rain. After consulting with C-More Pipe, Administrator Norton, and researching what other cities do- Andy proposed that the town be TV'd in sections, repairing each section before moving on to the next. There was some discussion.

Move to: recommend that the City of Halsey proceed with the proposed I&I work of cleaning and TV-ing the sewer main lines, and repairing the lines by section each year.

Motion by: Councilor J. Johnson, seconded Councilor R. Johnson

Vote:

Ayes: Unanimous

Motion Carries

Backflow Testing Discussion

For the 2016-2017 fiscal year, public works conducted the backflow testing. Prior to 2016-2017, this work was contracted to an outside company. Having city staff conduct the testing saves money on material and equipment, but takes time away from other duties. About 200 hours were spent on testing this year, which includes a learning curve and interruptions. This left one utility worker to complete tasks on his own, while the other tested backflows. If Staff time is included, performing the tests in-house will actually cost the city more than if the testing was done by an outside contractor. A question was asked about whether backflow testing done in-house would lower the fee for citizens. The answer is yes, but other projects that benefit the city and it's citizens would happen more slowly. There was some discussion.

This topic was for discussion. Mayor Cline asked if there was council consensus to return to using an outside contractor for backflow testing. Permission was granted.

NEW BUSINESS

Utility Rate Increase

There are several options this year: no increase, a small increase, or an increase based on the Rural Community Assistance Corporation (RCAC) recommendation. A rate increase would be helpful to build up reserve funds in case of an emergency. Hilary stated that if an increase is done, all of that money will go into the reserve fund. A public hearing process has to happen before any rate increases are done. This item on the agenda is for discussion only at this time. A final decision will be made at the Council Meeting in June.

Mayor Cline asked if there was a consensus amongst the Council for a utility rate increase-there was no consensus.

OLCC Liquor License Renewal – Halsey Select Market-

There were no questions or comments.

Move to: recommend that the Governing Body of the City of Halsey approve the Liquor License Renewals for Select Market

Motion By: Councilor R. Johnson, seconded by Councilor Harless

Vote:

Ayes: Councilor R. Johnson, Councilor Chamberlain, Councilor Harless,
Councilor J. Johnson

Nays: None

Abstentions: Council President Skinner

RESOLUTIONS AND ORDINANCES

Mayor Cline asked for and received permission to read all Resolutions and Ordinances by title only.

ORD 2017-421-An Ordinance Defining Nuisances; Providing for Their Abatement; Providing Penalties; and Amending Ordinance 2008-382 Section 23 (Second Reading & Adoption)

This amends OR 2008-382 to disallow storing personal property on the public right of way. The language is needed, because the city must be able to access the public right of way in the event of an emergency.

Move To: recommend that the Governing Body of the City of Halsey adopt ORDINANCE 2017-421-An Ordinance Defining Nuisances; Providing for Their Abatement; Providing Penalties; and Amending Ordinance 2008-382 Section 23

Motion By: Council President Skinner, seconded by Councilor R. Johnson

Vote:

Ayes: Unanimous

Motion Carries

ORD 2017-422-An Ordinance of the City of Halsey Establishing Rules and Regulations to be Observed and Enforced in the Public Parks of the City of Halsey, Oregon; Prohibiting Certain Acts and Providing Penalties (First Reading).

The Halsey Municipal Code does not currently have any rules or restrictions regarding park use. Signs would be posted, and would indicate park hours; in addition to rules on alcohol, weapons, and smoking within the facility. This would be for the entire park property, including the skate park. Discussion followed.

This is the first reading of this ordinance.

RES 2017-631-A Resolution by the Mayor for the City of Halsey Proclaiming May 2017 as Mental Health Month

A citizen asked Mayor Cline what she expects to happen during this month. She responded and said that time should be taken to reflect on mental health as a disease.

Move to: recommend that the Governing Body of the City of Halsey adopt Resolution 2017-631-A Resolution by the Mayor for the City of Halsey Proclaiming May 2017 as Mental Health month as submitted.

Motion by: Councilor R. Johnson, seconded by Council President Skinner

Vote:

Ayes: Unanimous

Motion Carries

PROCLAMATIONS

The Mayor's proclamation of May 2017 as Older Americans Month was read aloud.

ADJOURNMENT

Meeting adjourned at 8:40 pm.

Mayor Marjean Cline

Assistant City Recorder Larissa Gangle