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REGULAR CITY COUNCIL MEETING

January 10, 2017, 7:00 pm at City Hall, 100 W Halsey St., Halsey, OR

Meeting called to order at 7:00 pm

OATHS OF OFFICE

Mayor-Elect Marjean Cline was sworn in to office by City Administrator Hilary Norton. Councilor-Elects Rella Johnson, Greg Chamberlain and Lee Skinner were sworn into office by City Administrator Hilary Norton.

ROLL CALL

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

Absent:

Staff Present: City Administrator Hilary Norton, Municipal Clerk Martha Chamberlain, Librarian TJ Gillson

Guests: Scott McDowell, Peggy Purkerson, Jordan Parrish, Sgt. Franklin, Ken Lorensen, Norma Hoover, Erica & Mark Broad

APPOINTAL OF COUNCIL PRESIDENT

Councilor Rella Johnson nominated Councilor Skinner as City Council President.

Move to: appoint Councilor Lee Skinner as City Council President for the 2017-18 Biennium

Motion by: Councilor Rella Johnson, seconded by Councilor Chamberlain

Vote:

Ayes: Unanimous

Motion Carries

APPROVAL OF MINUTES

Minutes from Council Meeting, **Tuesday, December 13, 2016**

There were no additions or corrections.

Move to: approve the minutes from the Regular City Council Meeting on Tuesday December 13, 2016

Motion by: Councilor Harless, seconded by Councilor R Johnson

Vote:

Ayes: Unanimous

Motion Carries

Minutes from the Executive Session Meetings, **December 7th, 8th, 15th, and 22nd 2016**
There were no corrections.

Move to: approve the minutes from the Executive Session on December 7th, 8th, 15th, and 22nd 2016

Motion by: Councilor Harless, seconded by Councilor Skinner

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS AND APPROVAL OF JOURNAL ENTRIES

Financial reports and journal entries were presented for December. 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 Skinner

Vote:

Ayes: Unanimous

Motion Carries

AGENDA ADJUSTMENTS

There were no agenda adjustments.

DELEGATIONS

Linn County Sheriff's Office: Sgt. Franklin

For the month of December, 77 hours were spent in the City of Halsey. Fourteen of those hours were traffic patrol, and ten warnings were issued for equipment violations. They also investigated one crash on W 3rd Street where a vehicle turning into a driveway was hit by another vehicle; there were no injuries and minor damage. In the month of December, there were no arrests made and 23 incidents were investigated. There were two burglaries, one at the Grace Bible Community Church, and one was at Mack's on the Traxx: this was the third there in the last year. Linn County Sheriff's office has stepped up patrols in the area.

There was an inquiry about the speed zone on American Drive. The City Administrator stated she is working with Darren Lane at Linn County about this issue.

CITIZEN COMMENTS (Non-Agenda Items)

There were no citizen comments

REPORTS TO COUNCIL

City Administrator Report – Hilary Norton

Councilor Jennifer Johnson, Councilor Chamberlain, and Mayor Cline are signed up for the Elected Essentials training and the Regional Meeting afterward. Councilor Gillson has asked to be added to that.

Thank you to the Halsey Shedd RFPD, who did such a great job organizing the Holiday Light Parade.

Central Linn Foundation sent a thank you card to the Council and the Mayor for the \$500 donation authorized by the Council.

Oregon Cascades West COG has a Foster Grandparent Program that matches up seniors as mentors to children and youth. They will have a representative at the Coffee & Donuts gathering on Wednesday January 11th to talk about the program.

In the original plan for the Community Center, there was a plan for a space for Sheriff's deputies to stop as they come through town, with access to the internet to look up ordinances or the municipal code if they need it. Many small communities that don't have their own police force offer this to their contracted service, and it can increase the visible presence in the town. Hilary asked how the Council feels about investigating whether the "classroom" space at the end of the hallway could be used in this way.

Council consensus was in favor. There was some discussion.

The Linn County Department of Health Services 5 year inspection of the water plant occurred on December 30th. The Halsey Water System was once again rated for "outstanding performance." Thank you to the Public Works staff for their continued excellent work to keep our water system safe and compliant.

City Day at the Capitol is coming up on Wednesday February 8th from 8:30 to 6:30. This is an opportunity to interact with legislators and make them aware of the issues faced by small cities. If you are interested in attending, we need to get you registered. There is an address on the handout to use to register, or let staff know and we can get you signed up.

Public Works – Hilary Norton

Mayor Cline noted that the Public Works report shows a large disparity between the amount of water produced and the amount processed in the sewer; which represents a very high level of I&I (Inflow and Infiltration.) She asked if the Public Works staff consider this to be all from laterals.

Administrator Norton responded that she is concerned about the 6-8 years that have passed since the lines were TVed. While the visible leaks were patched in the years immediately following that process, it

has been several years and things change. There was some discussion. She volunteered to research cost and options for repeating that process or for other testing methods.

Library – TJ Gillson

The Central Linn School Districts librarians emailed to ask how many OBOB books our library has. We are proud to be able to say that the Halsey Library has 96% of them. The school librarians will let teachers know that the library can help support the program. The CLES librarian noticed that one of the books the Halsey Library doesn't have was one they had multiples of, so she offered it to the Halsey Library as a donation.

Last Saturday the librarian walked over to the library to open in spite of the inclement weather. She had five patrons, one of which was a school teacher who hadn't been in the library before and who asked to bring her classes over for field trips, and offered to organize and head up a book club.

The library has also started to receive visits from out of area patrons through the Oregon Passport Program.

COMMITTEE REPORTS

Intergovernmental Committee

COG Appointment

Eldon Albertson is willing to continue serving as a representative to the Cascade West Area on Transportation group. Because he is not an elected official, he is not about to serve on the Oregon Cascades West Council of Governments Board (OCWCOG.) The city is needs to have both a primary and an alternate contact for each, although they can be the same person. There was some discussion.

Move to: appoint Greg Chamberlain as the primary Halsey representative to CWACT

Motion by: Councilor Harless, seconded by Councilor Gillson

Vote:

Ayes: Unanimous

Motion Carries

Move to: appoint Mayor Cline as the primary with Councilor Chamberlain as the alternate Halsey representative to the OCWCOG Board

Motion by: Councilor Gillson, seconded by Councilor Skinner

Vote:

Ayes: Unanimous

Motion Carries

OLD BUSINESS

Rural Economic Development Proposal

Scott McDowell and Peggy Purkerson presented the Rural Linn County Economic Development Proposal. There was some discussion about possible next steps and about how to track results. There was some discussion about how the process of development might look. Mayor Cline asked about costs. Scott responded that they are still sorting out how the funding will work.

NEW BUSINESS

Appoint Budget Officer – FY 2017-18 Budget

City Council was asked to appoint a Budget Officer for the FY 2017-18 Budget cycle.

Move to: appoint and designate the City Administrator to be the budget officer for the Fiscal Year 2017-18

Motion by: Councilor Gillson, seconded by Councilor Rella Johnson

Vote:

Ayes: Unanimous

Motion Carries

Approval of Budget Calendar FY 2017-18

Council was asked to approve the FY 2017-18 Budget Calendar.

Move to: approve the 2017-18 Budget Calendar as submitted

Motion by: Councilor Gillson, seconded by Councilor Rella Johnson

Vote:

Ayes: Unanimous

Motion Carries

Assistant City Recorder Hiring Calendar

Council was asked to review the 2017 Assistant City Recorder hiring calendar. Mayor Cline invited a volunteer from among the City Councilors to make up the third member of the hiring team. Councilor Skinner volunteered.

ADJOURNMENT

Meeting adjourned at 8:05 pm.

Mayor Marjean Cline

Assistant City Recorder Hilary Norton