

**MILL CITY  
MINUTES OF THE CITY COUNCIL  
Tuesday, January 12, 2010**

**Mayor Lundquist** opened the meeting at 6:00 PM with the flag salute. Councilors present were Lynda Harrington, Susann Heller, Ann Holaday, Michael Long, and Michael Medley. Staff members in attendance: City Recorder, Stacie Cook and City Attorney Jim McGehee.

**Citizens in attendance were** Ann Carey, Dennis Davis, Kathy Nugent, Randy Holman, Dorothy Keasey, Tim Kirsch, Allison MacKenzie, and Bill Sanderson.

**DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST:** Mayor Lundquist stated that anyone who felt they may have a potential conflict with anything on tonight's agenda may say so at this time or at any time during tonight's meeting.

Councilor Long noted potential conflicts of interest with items 'b', as his stipend is included and d', as he is a member of the Eagles.

**CONSENT AGENDA**

**Councilor Holaday** moved and was seconded by **Councilor Harrington**, to approve items a, Approval of the Minutes of the Regular City Council Meeting, May 28, 2009, b; Approval of Accounts Payable, and c; Acceptance of Monthly Revenues and Expenditures, of the consent agenda.

Councilor Medley asked for clarification on item 'd', specifically the Mtn. Edge Café liquor license renewal. Mrs. Cook said that this establishment was on the list provided by the OLCC and if the business no longer exists there will need to be a new application filed. It was noted that the Monthly Revenue and Expenditures Reports were unavailable for this evening.

**Councilor Holaday** amended and **Councilor Harrington** seconded the amendment to restate the motion to Approve items a, b, and d of the Consent Agenda.

Mayor Lundquist called for the vote. Stacie Cook polled the council; the motion passed unanimously, (6:0).

**SHERIFF'S OFFICE REPORT:** None.

**PRESENTATIONS:** Allison MacKenzie and Tim Kirsch, GROW North Santiam, gave a brief presentation on the GROW North Santiam program's first year explaining that this program helps potential businesses, established business, and individuals in need of resources to name just a few. All clients are kept confidential and are offered help through a group of volunteers with knowledge in a wide variety of subjects. Over this last year there have been 40 part and full time positions created through this program. Councilor Medley stated that he feels the GROW program is very efficient in costs related to creating jobs. Councilor Harrington asked if GROW North Santiam works with non-profits. Ms. MacKenzie said that they do work with non-profits.

**CITIZEN COMMENTS AND QUESTIONS:** None.

**PUBLIC HEARING:** No public hearings were held.

**OLD BUSINESS**

Sewer Project Report: Mayor Lundquist stated that CH2M Hill will be up January 15<sup>th</sup> to do an electrical inspection at the WWTP. The lot line adjustment for the Spring Street Pump Station property was approved by the Planning Commission on Friday, January 8<sup>th</sup>. Internet service is being installed at the

WWTP to allow for connection to ORENCO. A letter acknowledging the city's answers to the monitoring report Findings has been received which clears the city on all Findings.

**Councilor Medley** moved and was seconded by **Councilor Long** to Approve OECDD Contract Amendment #2 and to Direct Mayor Lundquist to Sign the Amendment as Presented. The motion passed unanimously, (6:0).

**Councilor Medley** moved and was seconded by **Councilor Heller** to Approve OECDD Contract Amendment #3 and to Direct Mayor Lundquist to Sign the Amendment as Presented. The motion passed unanimously, (6:0).

**Councilor Medley** moved and was seconded by **Councilor Harrington** to Approve Change Order #3 in the Amount of \$9000.68 and to Direct Mayor Lundquist to Sign the Change Order as Presented. The motion passed unanimously, (6:0).

City-Owned Properties: Mayor Lundquist stated that the council received a packet of information on all city-owned properties a few weeks back. The Spring Street parcel has been brought up as needing to have a decision made regarding the use of the property. Mayor Lundquist said that he and Mrs. Cook determined that this lot should be dealt with one item at a time as there three items that need to be taken care of; storage of private vehicles on city property, drainage, and encroachment by a private home. Councilor Holaday said that she feels this should be handled just like any other code violation and that a letter should be sent advising the owners that the vehicles need to be removed or a citation will be issued. Mayor Lundquist said that he feels the process to have the vehicles removed should be started and the city should take over maintaining the property.

**Councilor Holaday** moved and was seconded by **Councilor Medley** to Begin the Process to Remove the Vehicles from the City Lot on Spring Street. Councilor Long said that he does not feel this is a conflict but noted that he lives in this neighborhood. Mayor Lundquist called for the vote. The motion passed unanimously, (6:0).

Councilor Long asked if the appraisal on this property was ever done. Mrs. Cook said that she does not believe the appraisal was done but will check the appraisal report for the Spring Street Pump Station property to be sure.

Ethics Training – Set Date: Mayor Lundquist said that the Planning Commission discussed possible dates last Friday for a joint ethics training. February 24<sup>th</sup> and early March were determined as the best dates. Council agreed to an early March date. Mrs. Cook will set a date for this meeting.

Master Parks Committee: Mayor Lundquist said that a Master Parks Committee needs to be created. There are two Planning Commission members who have been recommended for appointment. In addition there should be 1-2 council members with the Parks Commissioner as a logical choice. Councilor Harrington agreed. Councilor Heller volunteered to take the second seat. Councilor Harrington introduced Dorothy Keasey, explaining that she is new to the community and interested in the parks committee.

**Councilor Harrington** moved and was seconded by **Councilor Holaday** to Create a Master Parks and Recreation Committee, Consisting of Seven Members, to Complete the Master Parks and Recreation Plan. The Committee will be Dissolved Upon Completion of the Master Parks and Recreation Plan on or about June 30, 2011. The motion passed unanimously, (6:0).

ARRA NE 3<sup>rd</sup>/Alder Drainage & Overlay Project: Held until later in meeting.

## **NEW BUSINESS**

Dennis Davis, Dennis M. Davis, Assoc.: Mayor Lundquist introduced Dennis Davis and his wife Kathy to the council and asked Mr. Davis if his proposal is hourly or monthly. Mr. Davis indicated that he has

proposed an hourly rate at this point as he feels it is less expensive for the client than having a monthly contract. Mr. Davis noted that his wife has similar computer certifications/qualifications as his and would act as a backup person should he ever be unavailable. Councilor Heller said that Mr. Davis is working for the library and had good things to say. Councilor Holaday asked if a background check should be done. Mr. McGehee said that there is a certain level of trust that should be given to someone in this position and that he sees no need for a background check or confidentiality agreement.

**Councilor Harrington** moved and was seconded by **Councilor Medley** to Accept Dennis M. Davis, Assoc. Proposal for IT Services. The motion passed unanimously, (6:0).

Councilor Medley said that based on the city's finances he would recommend completing each of the items that Mr. Davis has indicated should be done. Councilor Harrington asked that the items be prioritized and a cost estimate provided for each. Mayor Lundquist agreed.

4<sup>th</sup> of July Committee Request – Mill City Representative: Mayor Lundquist said that the 4<sup>th</sup> of July Committee has requested that a Mill City representative be appointed to attend their meetings and indicated that he feels Councilor Harrington would be a good choice. Councilor Harrington said that she would like to accept this recommendation but feels that she is unable to have an additional meeting considering that she just accepted the Master Parks Committee position. Mayor Lundquist said that he would be willing to attend the meetings with Councilor Harrington as the alternate.

Hammond Park Restrooms: Mayor Lundquist noted that there was some plumbing damage done to the Hammond Park restrooms during the last freeze. This damage has been repaired. Unfortunately the restrooms are in need of additional work including new flooring and minimally, painting. A quote for painting came in at just over \$1000. However, there is a wall covering that may work well instead of paint. A quote will need to be obtained for this option and the flooring. Councilor Medley said that he feels that as long as the restrooms look bad we are inviting vandalism. Councilor Harrington said that she would like to see the restrooms removed soon and would take great consideration before spending much money to do work on the structure.

## **STAFF/COMMISSION REPORTS**

### Recorder Report

*Pending Items List:* Mayor Lundquist said that he and Mrs. Cook have discussed reformatting the pending items list to make it fewer pages and less background information. Ann Carey asked if the SDC's should be looked at for possible increase.

*Code Enforcement Update:* Included in packet.

*Audit Extension:* Mrs. Cook said that the auditors report is in for review. Once received, the MD&A will be completed and the documents will be submitted to the State.

Mayor Lundquist said that he wrote a memo regarding regulations for damage to sidewalks and curbs due to a call from Planning Commissioner Sharon Setzer. This may be an item to add to the pending items list.

City Attorney Report: Mr. McGehee said that he and Mr. Gunn are trying to find an arbitrator for the Stanley lawsuit. Staff should move forward with cleaning up the property at 424 SW Cedar Street. Mr. McGehee said he would take care of removing the vehicles after the site cleanup is finished. The shed that was on the property when the home burned is to remain but everything else will need to be removed. No notice is required for this work as there is an outstanding judgment order through Linn County.

Randy Holman, SW 2<sup>nd</sup> Avenue, said that he recently received a letter for an unregistered vehicle and asked if city staff has the right to walk onto property to see if the vehicle is registered. Mr. McGehee said that the city has certain rights to enter property to enforce the issues. Mr. Holman said that he has driven

around town and found a number of violations that he would like to see taken care of. Mayor Lundquist said that code enforcement has gotten much better over the last year but there is still a lot that needs to be done.

## **BUSINESS FROM MAYOR & CITY COUNCILORS**

**Mayor Lundquist** said that he wrote a short essay for the Stayton Mail regarding the upcoming year. Mayor Lundquist said that he is very impressed with Ryan Taylor's work with the Planning Commission.

**Councilor Harrington** asked for an update regarding permanent lighting on the railroad bridge. Mrs. Cook said that she has spoken with the citizen willing to donate lighting and asked that he submit a cost estimate.

**Councilor Heller** said that there is one pole building being constructed but little else at this time.

**Councilor Holaday** read the Sheriff's Office report for the month of December.

**Councilor Long** said that he received a request from Wayne Ayres to determine the status of his request to remove a light pole. Mrs. Cook said that this request has not come before council to date.

**Councilor Medley** said that he received a letter indicating the need to flush a hydrant to clear lines within a residence and asked if there is any update on this. Mrs. Cook said that the hydrant has been flushed and the citizen is happy.

## **EXECUTIVE SESSION**

At 8:01 p.m. Mayor Lundquist adjourned into executive session under ORS 192.660 (2)(e) Real Property Transactions and ORS 192.660(2)(h) to consult with legal counsel regarding current or pending litigation.

At 8:23 p.m. Mayor Lundquist reconvened into regular session.

## **NEW BUSINESS, CONT'D**

ARRA NE 3<sup>rd</sup>/Alder Drainage & Overlay Project: Mrs. Cook read into the record an email response from Interim City Engineer Jim Schuette regarding second low bidder I & E Construction. An award for the NE 3<sup>rd</sup>/Alder Drainage and Overlay Project will be made at the January 26<sup>th</sup> meeting.

## **ADJOURNMENT**

**Councilor Heller** moved and was seconded by **Councilor Medley** to adjourn the meeting. The motion passed unanimously, (6:0).

The meeting was adjourned at 8:30 PM.

Prepared by:

Approved by:

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Stacie Cook, CMC  
Acting City Recorder

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Roel Lundquist  
Mayor