

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, March 9, 2010**

Mayor Lundquist opened the meeting at 6:00 PM with the flag salute. Councilors present were Lynda Harrington, Susann Heller, Ann Holaday, and Michael Long. Michael Medley arrived at 6:05 p.m. Staff members in attendance: City Recorder, Stacie Cook and Planning Assistant Ryan Taylor.

Citizens in attendance were Ann Carey, Filisata Frolov, Jonathan Hoeye, 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.

CONSENT AGENDA

Mrs. Cook asked that approval of the Santiam Quick Mart, LLC Liquor License Renewal be added to the Consent agenda as item 'd'.

Councilor Holaday moved and was seconded by **Councilor Heller**, to approve items a, Approval of the Minutes of the Regular City Council Meeting, February 23, 2010, b; Approval of Accounts Payable, c; Acceptance of Monthly Revenues and Expenditure Reports for February 2010, and d; Approval of the Santiam Quick Mart, LLC Liquor License Renewal, of the consent agenda. Stacie Cook polled the council; the motion passed unanimously, (5:0).

Councilor Medley arrived at this time.

SHERIFF'S OFFICE REPORT: None.

CITIZEN COMMENTS AND QUESTIONS: None.

PUBLIC HEARING: No public hearings were held.

OLD BUSINESS

Sewer Project Report: Mayor Lundquist stated that the final plat for the Spring Street Pump Station acquisition has been signed and turned over to Barker Surveying to file with Linn County. A final bill should come through soon for Barker Surveying and Westech Engineering. There are still a few issues with the communication between the pump stations and the WWTP. Outside of this, R&G Excavating is done working.

NE 3rd Ave./Alder St. Drainage & Overlay Project: Mayor Lundquist stated that the city will be submitting a payment of \$1700+ to Marion County for permits to work on NE Alder Street. After the job is completed a request for refund of these dollars should be sent. Notifications of a neighborhood meeting to be held tomorrow evening were hand delivered by Mayor Lundquist last week to all properties within the project area. There is a drainage issue that has been identified along NE 5th Avenue. ODOT is working to get final drawings for installation of a new drainage pipe to tie in the ditch along Highway 22 to the new drain on NE Alder Street. ODOT will go out to bid soon and hopefully will coordinate with the city project. This may result in a nominal cost change because the catch basin portion of the city project will be modified to accommodate the new drainage line. Interim City Engineer Jim Schuette will be acting as project manager on the project.

Santiam Regional Agreement (SRA): Mayor Lundquist stated that the document looks fine except for a minor correction that needs to be made in the first line of page 5 by omitting the

words “rating participation b”. Mrs. Cook will forward this change to Maryann Hills in Aumsville. Councilor Harrington asked what the Santiam Regional Agreement actually does. Mayor Lundquist stated that this agreement is where the CARTS bus came from. Councilor Long added that this agreement allows for the cities in the canyon to have a voice within the legislature. Mayor Lundquist said that the city also needs to appoint a representative and asked Councilor Long if he would act as representative again. Councilor Long stated that he is happy to be the Mill City representative through the end of this term adding that it would be a good idea to have an alternate so that person can be up-to-date on the committee as he will not be running for re-election this November.

Councilor Harrington moved and was seconded by **Councilor Holaday** to Approve the Santiam Regional Agreement, as Amended, and to Appoint Councilor Mike Long as the Mill City Representative.

TE Grant – Project Elements: Mayor Lundquist said that he is not entirely comfortable with the uncertainty of the city’s match for this project. Mrs. Cook stated that she and David Kinney met to discuss this grant. If the city is successful in getting an OPRD grant it would be used as a match toward this grant. Beyond that, there are some foundations that are being looked at for grant match and Mrs. Cook feels that a minor match can be gotten from the Ford Family Foundation Leadership Group’s project.

Councilor Long declared a conflict of interest as he owns the building adjacent to the old water treatment plant site.

Councilor Holaday asked if part of the city’s match can be in-kind. Mrs. Cook said that she believes this to be true and some of the in-kind match has already been figured into the application budget. Mayor Lundquist said that another issue is the need for a new public works shop building and how the city would finance this if the old building at the Mill City Falls Park site were to be torn down. The city should also consider speaking with Don Jordan, ODOT, regarding the potential brick crosswalk at 1st Avenue and Wall Street, if it is an element that will be done with this project.

Oregon State Parks & Rec. (OPRD) Grant Application: Mrs. Cook stated that the application for the OPRD will include project elements within Hammond Park from the Mill City Falls Park Plan. The grant will likely be between \$65,000 and \$80,000 once the cost estimates have been totaled.

Public Works Shop Options: Mayor Lundquist stated that to do the Mill City Falls Park work correctly the public works shop would need to be demolished. Mayor Lundquist checked into the cost for a three bay pole building and was given a rough estimate. With the requirements for engineered drawings, addition of open-air covers for equipment storage and permits, a nice building could be built for around \$50,000.

Master Parks Committee Update: Planning Assistant Ryan Taylor gave a brief update on the Master Parks Committee’s process thus far. The second meeting resulted in a draft survey to send out to the citizens of Mill City regarding the city’s park system. The survey will be mailed to all box holders within the city and will be available on surveymonkey.com.

Employee Reviews: Mayor Lundquist stated that he sent out employee review forms to the council via email as well as placing them in council boxes. The City Recorder review will be on long form while the Public Works Supervisor will be a short form. Councilor Holaday asked if the reviews should be returned next week. Mayor Lundquist said that one week would be good. Councilor Long asked for job descriptions for Mrs. Cook and Mr. Dickinson. Councilor Heller asked how to evaluate the public works supervisor when she is unable to see what he does on a day-to-day basis. Mayor Lundquist said that a notation can be made to the side of any question a person does not feel comfortable answering and N/A can be marked. All reviews are to be to Mayor Lundquist by March 18th.

Electrical Quote – Kimmel Park: Mrs. Cook stated that a quote was received for lighting at Kimmel Park at just over \$5000. Mayor Lundquist said that it might be nice to have this work done before the 4th of July celebration. Council asked that the information be provided so a decision can be made soon. Councilor Harrington said that she would like to see lighting within public areas minimized to reduce light pollution.

NEW BUSINESS

Ordinance No. 35x – Animal Control – Fowl: Mayor Lundquist said that there was a complaint about chickens and a request to adopt an ordinance addressing them. This draft ordinance addresses the number of fowl allowed within the city, where coops can be in relation to the property line, and fencing. Mr. McGehee stated that the wording of the ordinance looks okay to him. Councilor Holaday said that the city's nuisance ordinance should cover any potential issues that may arise with the keeping of chickens. Councilor Long said that the key issue with this ordinance is that it keeps fowl away from a neighbors fence. Mrs. Cook and Mr. McGehee will refine the ordinance and bring it back for first reading at the next meeting.

Resolution No. 691 – Mill City Falls Park Grant: Mayor Lundquist said that he would like the last recital of this resolution to be re-worded since the matching funds are not readily available. Councilor Medley suggested changing the final recital to state that matching funds will come from ODOT Transportation Enhancement dollars.

Councilor Long declared a conflict of interest as he owns property adjacent to the Mill City Falls Park area.

This will be brought back at the next meeting.

Initiative Petition – Discussion: Mr. McGehee explained that the initiative petition requests that the phrase "Is not currently registered or licensed for the current year, constitutes a presumption that the vehicle is inoperable." be deleted from Mill City Municipal Code Section 8.04.010.

Councilor Harrington said that she supports the initiative process but noted that she will not support an amendment to the city code that relaxes the way the city deals with vehicles.

Resolution No. 692 – TGM Comp Plan Code Assistance: Mrs. Cook stated that Resolution No. 692 gives council authorization to submit a TGM application for the Comprehensive Plan Code Assistance work. It was noted that the date of adoption on the resolution is incorrect. Mrs. Cook will fix this and bring it back at the next meeting.

Resolution No. 693 – TGM Transportation System Plan: Mrs. Cook stated that Resolution No. 693 gives council authorization to submit a TGM application. This should be for a Bike/Ped Plan rather than the Transportation System Plan. The date of adoption is also incorrect. These will be changed and brought back at the next meeting.

STAFF/COMMISSION REPORTS

City Recorder Report

Pending Items List: Councilor Medley said that he is excited to see that the Welcome Signs are close to actually being installed and asked that Mayor Lundquist and Mrs. Cook set a meeting along with him to discuss water rates.

Councilor Long asked about the Verizon franchise agreement as it expired some time ago. Mayor Lundquist said that he doesn't believe that Verizon has a franchise with anyone in the

state. They are cooperating well even without the franchise agreement. Verizon has been very good about working with the city on the NE 3rd/Alder Street Drainage and Overlay project.

Mayor Lundquist said that items 29, 30 and 73 should be consolidated into one project and asked that staff prepare a detailed summary of the issues in a memorandum.

Councilor Medley asked Mr. McGehee if he has had a chance to review the water and sewer ordinances regarding tenant deposit refunds and snowbird rates. Mr. McGehee said that he has not reviewed the ordinances yet.

Code Enforcement Update: Info in packet.

Ethics Training: Thanks to those Planning Commissioners and Councilors who attended the ethics training.

Reminder – 1st Budget Meeting 3-18-10: The first budget meeting will be held Thursday, March 18th at 6:00p.m. Councilor Long noted that this is also the night for the next SRA meeting. Notification will need to be given to the SRA members that he will not be in attendance. Mrs. Cook said that she will forward the latest email to Councilor Long so he can send notification.

Computer Work: Dennis Davis has installed a second hard drive on the server. A new battery back-up has been ordered. Mr. Davis will be moving out of state and is completing final work on the city's computers prior to leaving. He has forwarded to the city a couple of names for IT work. Staff will be checking into both options.

OAMR Mid-Year Academy 4-9-10: Mrs. Cook stated that she will be attending the OAMR Mid-Year Academy on Friday, April 9th and the OAMR Board meeting on Thursday, April 8th. The costs involved for the city include registration and mileage. There will be no costs for hotel.

Publication of Minutes: Mayor Lundquist stated that the newspaper printed the last minutes in a summarized version and asked Mr. Hoeye that it be noted that they are summarized by newspaper staff.

Councilor Long asked that it be noted that full minutes are available on the city website.

Ford Family Foundation Update: Mrs. Cook said that the Ford Family Foundation Leadership group met last night to discuss the upcoming group project. A tentative bench design was decided upon along with possible sites for placement. Both will be brought before the council for approval before the group proceeds with any work. Mrs. Cook indicated that she believes there may be a possibility of a small match from this project toward the TE grant.

City Attorney Report: Mr. McGehee said that the check, letter and release for the Harry Stanley lawsuit went in the mail to Mr. Stanley's attorney today.

BUSINESS FROM MAYOR & CITY COUNCILORS

Mayor Lundquist said that the restrooms on 1st Avenue are close to being done. The Formica on the wall dividers will be done by a professional installer rather than city staff.

Councilor Harrington said that the community garden is planning a work day and commended the public works staff for the recent plantings of trees and rhododendrons.

Councilor Heller said that recent home permits are proceeding. There is one property in town with the new PP&L assisted solar grid. It was not super invasive or an eyesore.

Councilor Holaday gave the February Linn County Sheriff's report. Mayor Lundquist asked about word of burglaries going on recently and if there has been a spike in burglaries. Councilor Holaday will check into this.

Councilors Long and Medley had nothing to report.

EXECUTIVE SESSION: No executive session was held.

Councilor Holaday moved and was seconded by **Councilor Harrington** to Adjourn the Meeting.

ADJOURNMENT

The meeting was adjourned at 8:13 PM.

Prepared by:

Approved by:

Stacie Cook, CMC
City Recorder

Roel Lundquist
Mayor