

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, December 14, 2015 – 7:00pm

COUNCIL MEMBERS:

Wes Anderson, Wayne Luzier, Forrest Stone, Frank Egbert, Tom Boggs, Karen Meier

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

City Recorder/HR Manager, Debbie Hamilton

Deputy City Recorder, Diane Harris

Finance Director, Dan Wilson

Community Development Director, Vicki Luther

Public Works Operations Superintendent, Aaron Swan

Public Works Utilities Superintendent, Brian Elliott

Chief of Police, Kirk Sanfilippo

Fire Chief, Charles Perdomo

City Attorney, Chad Jacobs (via Skype)

Audience: Gene Fisher, Dan & Dot Huntley, Avery & Christina Hazzard, Tadd & Juanita Held, Rick & Sharon Troxel, Pam & Denny Cameron, Bertha Egbert, Josh Grotting, Gayla Holley, Jensine Holley, Keith Cubic, Pat & Bert Bales, Joe Groussman, Scott Richardson, Wendi Stinnett, Floyd & J.C. Van Sickel, Dyke & Arlene Leonard, Gwen Allen, John & Patricia Klassen, Eric Guevara, Julie & Michael Fanger, Scott Simpson, Erik Johnson and Dallas & Hope Johnson, Mandy Herrmann, Jeremiah & Courtney McLeod, Brian Burke Sr., Bruce Cortes, Kyle Nelson, Justin Marquis, Tami Trowbridge, Beth & Jim Houseman, Joan Herrmann, Sue Gillham, Betty Tamm, Zada Wright, Matt Barrett, Allison & Lonnie Green, Gene Fisher, Mike Sullivan, Rita Cavin, Roxanne Kelly, Herb Woods

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: Excused - Councilor Anderson

Introduction of Media: None present

PUBLIC COMMENT (agenda items only)

- Resident, Pam Cameron, cautioned Council on proposed Transfer of Authority for Central Avenue. In her opinion, feels original costs presented for S. Comstock and the “path” [Red Rock Trail] was not accurate, costing the City extra money. Concerned true cost will not be realized until it’s too late.

PRESENTATIONS

- **Lifesaving Police Commendation**

Chief of Police, Kirk Sanfilippo, asked Officer Erik Johnson and his children Dallas and Hope to the podium. Sanfilippo provided a brief history of events that took place September 27, 2015, when an ambulance was dispatched to a call Officer Johnson also responded and was first on scene. Upon arrival Officer Johnson assessed the situation and provided care based upon that assessment. Officer Johnson was commended for saving a life. Sanfilippo noted this is his second lifesaving commendation.

On behalf of Council and Staff, Mayor McKnight presented a Certificate of Commendation to Officer Johnson for his professionalism, diligence, and his care and concern for members of the Sutherlin Community. The audience joined the Mayor in a round of applause.

- **Volunteer Firefighter Commendation**

Fire Chief, Charles Perdomo, called on Volunteer Firefighters and their spouses to the podium; Lieutenant, Jeremiah McLeod & Courtney, Floyd Van Sickle & J.C., Tadd Held & Juanita, Allison Green & Lonnie. Perdomo commended the Firefighters for responding to a call November 17, 2015 for a Carbon Monoxide alarm at a residence, a serious life threatening event. Perdomo reported volunteers displayed a fine example of fire service excellence.

On behalf of Council and Staff, Mayor McKnight presented a Certificate of Commendation to the Firefighters for their professionalism, commitment to excellence, and servicing the community with pride. The audience joined the Mayor in a round of applause.

Fire Chief Perdomo called Volunteer Firefighter Lieutenant, Avery Hazzard and wife Christina to the podium. Lt Hazzard's efforts have been crucial to the success of the Sutherlin Fire Department. He has devoted well over 800 hours of his own time assisting in operations, response, training, apparatus logistics, community activities, record keeping and equipment maintenance.

On behalf of the Council and Staff, Mayor McKnight presented the Employee of Excellence Award to Lt Hazzard for his diligence, innovativeness, and devotion, motivated by a desire to serve his community. The audience joined the Mayor in a round of applause.

Sutherlin Volunteer Firefighter, Allison Green, thanked Council for the opportunity to serve her City and community with pride. Her oath was personal and from her heart, stating she is living her "best life". Green also thanked Council and the City for the scholarship to UCC to further her career.

- **2016 Projects**

Staff Report – City Manager, Jerry Gillham – 2016 Projects on tonight's agenda is a review of this past year and looking forward to 2016, highlighting a series of special opportunities. Gillham reported he would like to introduce key people proposing or leading the way with these projects.

- **Oregon Only Project –**

City Manager – The project started with a tour of Sutherlin, resulting in multiple visits and meetings with developer, Bruce Brunette, who also attended a workshop and reception [sponsored by the Chamber] prior to tonight's meeting. Strategies and processes regarding the project were shared. A proposal to work with University of Oregon for underlying work associated with the project using graduate students was explained. Brunette was not able to attend tonight's meeting, however Oregon Only Representative, Mike Sullivan, was present to provide information and answer questions.

Mike Sullivan – After numerous discussions with Brunette, they came up with a timber industry theme and interpretive center concept, featuring "Oregon Only" businesses and products. Brunette, a very outgoing individual, serves on many boards and is in touch with many people.

The City did an Economic Opportunity Assessment, and met with the site's property owners regarding a proposed project, they are now moving full steam ahead. This is a unique partnership; there is a role the City plays with the University of Oregon and a role "Oregon Only" plays.

- **Umpqua Community College Facility**

City Manager - Was approached by land owner several months ago regarding the possibility of building a UCC off-campus site in Sutherlin. Both UCC and Oregon Only projects were presented to the Governor's Staff Community Solutions Team, who is in full support. As time went on it was realized the original site couldn't meet the demands UCC needed, therefore the site was relocated to the Airport Industrial Land. UCC Interim President, Dr. Rita Cavin; UCC Board Member, Betty Tamm; Vice President for Instruction, Dr. Roxanne Kelly, met out at the proposed site.

Dr. Rita Cavin introduced Dr. Kelly, explaining her involvement in the project.

Dr. Kelly – Am very excited with opportunity this poses for the College. Toyota T-10 program is planned for the off campus site, UCC is the sole provider for the training in this region, drawing students up to 500 miles away. In addition a general automotive program expansion is proposed, welding and some form of manufacturing will also be included. All areas will help bring in new jobs and a better work force.

➤ **Umpqua Golf Resort**

City Manager – Was told about Michael Fanger through Public Works Utilities Superintendent, Brian Elliott, who was at the time, working with Fanger on the site’s water rights. Fanger is looking into purchasing the golf course and plans to bring “Disc Golf” to the community.

Michael Fanger, expressed appreciation for the ability to share this opportunity. His company, which was formed over three years ago, has looked at a number of facilities in the State to build a professional representation of the sport of “Disc Golf”, which has been the fastest growing sport in the world this past decade. Working with Bruce Brunette has been amazing; both projects complement each other very well. Sutherlin has the opportunity to become the regional hub for Disc Golf in the United States.

Questions:

- Are you still going to have regular golf? *Fanger - Absolutely, company’s focus is to continue to have golf.*

Fanger explained details regarding the sport and reasons for bringing it to this area.

- Do you actually own the Golf Course now? *No, it’s been a process, but those involved have been supportive. Substantiation of the water rights was a key criterion for the investment group.*

➤ **All-Weather Turf Field –**

City Manager provided a brief history for the proposed all-weather turf field for Sutherlin High School. The school requested Gillham approach Army National Guard to bring in an engineering battalion to do all that was necessary to allow for the field. After several setbacks and start-ups the project was ultimately brought back to life. Bruce Cortes, is instrumental in re-starting the project, he contacted Gillham with a request to bring in a team for help. This economic development would bring people in throughout the northwest, resulting in more patronage to community businesses.

Bruce Cortes – Approximately \$225,000 in cash donations have been raised to date, with hopes of raising more towards a reality.

Questions:

- Who did you receive donations from? *Answering the question, Josh Grotting, Sutherlin High School – The Booster Club has been very active in the project with fundraisers; there are also private donations. Plans are to also allow other rural communities access to the field.*
- What is the proposed cost for the field? *Estimated cost would be \$350,000 for turf and turf installation; the one unknown is the cost for the excavation. Recently a meeting was held with Gillham and a team to help determine that cost.*

➤ **Friends of Ford’s Pond**

City Manager introduced Friends of Ford’s Pond, Jim and Beth Houseman, who are moving forward with the City and may be partnering with the Oregon Only group. FFP is currently raising funds for a facility master plan.

Jim Houseman provided Friends of Ford’s Pond (FFP) brochures to Council Members. The recreational component FFP will include fishing, a year-around access trail, parking, picnic areas, and children’s playground.

Questions:

- Concerned with the problem of garbage and trash being left on the site. *FFP is doing the trash pickup and City has provided a trash can at the site. Initially trash was apparent after City mowed the site, which exposed already existing garbage that has now been picked up. They have seen no problems with garbage.*

- The Oregon Birding Association has already held major meetings in Sutherlin, bringing business to the community. *Yes, local Audubon Chapter has supported the economic message of “birding” by hosting two symposiums here in Sutherlin.*

➤ **Sutherlin Recreation District – Youth Center**

City Manager introduced Herb Woods, Parks and Recreation District Board Member. They now have a building plan for the center.

Herb Woods – We now have a 49,000 sq. ft. plan available for the recreation center; proposed location will be behind the Sutherlin Fire Station. The center will include a full gym with stage, commercial kitchen, administrative offices, and classrooms. Goal is to be self-supporting, also using grant money. Plans are to rent the facility out for activities, serve as an emergency center and possibly an “arts” center. The main reason for the center is it’s for the kids. Since the wetlands permit ran out in 2013, the land has to be re-surveyed and mitigated. i.e. Engineering put them in touch with a surveyor, whose cost to write a report is estimated between \$2,000 - \$2,500. If mitigation is required it could cost between \$5,000 - \$10,000 for the few areas needed.

CONSENT AGENDA

- **November 16, 2015 Minutes – Regular Meeting**
- **Sutherlin Police Officer Association – Memo of Understanding**
- **Liquor License Application – Ownership Change**

MOTION made by Councilor Meier to approve Consent Agenda as presented; second by Councilor Stone.

Discussion: None

In Favor: Councilors Boggs, Meier, Luzier, Stone, Egbert and Mayor McKnight

Opposed: None

Motion carried unanimously.

ACTION ITEMS/GENERAL BUSINESS

- **Ordinance – Planning Commission Meetings (first reading, title only)**

Deputy City Recorder, Diane Harris, provided first reading, title only of Ordinance – “An ordinance concerning amendment of the Sutherlin Municipal Code amending Section 2.24.060 Quorum – Rules, Regulations, and Procedures.

Staff Report – Community Development Director, Vicki Luther – This issue was brought before Council at last meeting. The ordinance will allow the Planning Commission to meet as needed; every other month unless a public hearing is scheduled.

Questions and concerns:

Proposed wordage does not specify meeting “every other month”. *Luther – Can change it to read “every other month”.* Concerned Planning Commission has nothing to do. Council has not received information back regarding the Sign Ordinance review which was discussed months ago. *A committee is currently working on the sign ordinance; we’re having some issues with it, however once completed it will be presented to the Planning Commission.*

Some time back, the City Manager reported that Planning Commission would be actively involved in economic community analysis over the next 10-months, seems like they should be involved now on projects. *Gillham – They will be. It’s way too early to be talking to the Commission about certain facets of development that are extraordinarily confidential at this time. When it gets to a point when advice is needed, that is when we will involve them. It may be a year of working behind the scenes before bringing them into it. In addition, there may be situations that create, for the Planning Commission, a “quasi-judicial” regarding specific land use issues they will have to rule on.*

MOTION made by Councilor Luzier to approve first reading, title only of Ordinance – Planning Commission Meetings as presented; seconded by Councilor Boggs.

Discussion: Meier – Would like ordinance to specify the Planning Commission will meet every other month.

AMENDED MOTION made by Councilor Luzier to approve first reading, title only of Ordinance – Planning Commission Meetings amending proposed ordinance to read the Commission will meet every other month; seconded by Councilor Boggs.

Discussion: None

In Favor: Councilors Boggs, Meier, Luzier, Stone, Egbert and Mayor McKnight

Opposed: None

Motion carried unanimously.

REPORTS

• Transfer of Authority

Staff Report – City Manager referred to the Staff Report that outlines the project, explaining options and two separate scenarios. Councilor Anderson who had concerns regarding some of the issues over Comstock, and was not able to attend tonight’s meeting, toured the sites with Public Works Operations Superintendent, Aaron Swan, and Gillham. Swan was very helpful answering Anderson’s questions. ODOT will be present at next month’s meeting for Council to ask questions and have more open, two-way dialogue.

Questions and concerns:

- These are funds that ODOT is going to give to Sutherlin to upgrade Central and take over. **Correct.** Recently on the news, ODOT rebuilt a road in Albany and then gave it to them. Why can’t we do that? **That is an option, ODOT believes that for \$1.9 million, Sutherlin could do the project more expeditiously.**
- At one time ODOT was going to re-build the road, then give the City a large sum of money to do the maintenance for 20 years. **Was not here at that time or part of that discussion.**
- If ODOT did the project *themselves*, they would be responsible for cost over runs. **Yes, and if they do that, City will automatically be on the hook for doing the sidewalks at that time.** Seems like everything we have entered into with the State has cost the City a lot more money. These things are represented to City and continually cost more. **I don’t believe there has been any dramatic cost over runs; there were miscalculations up front with S. Comstock due to some right-of-way acquisitions not taken into account. However, that was in the “scoping” part of the process, when they did the project there were no cost over runs. Red Rock Trail (RRT), from my memory, even though there was a lot of dialogue about the spending, in the end the trail is done, it’s a wonderful asset and City is paying the \$117,000 as originally stipulated.** Before you came to the City, Council had already signed the RRT agreement and at that time it was represented as being much less money. **Understand, but would like to clarify that what we were told originally and when the actual project was engaged and budgeted there were no cost over runs. There have been mistaken estimates before projects have started.**

Concerns were discussed regarding the confusion about ODOT’s jurisdictional area. They have done sidewalk repairs that are actually on City’s jurisdiction. ODOT plans to provide \$1.9 million to bring Central Avenue (Comstock to Calapooia) up to City standards, estimated to cost \$1.3 million, leaving \$600,000 extra. Of that amount, anticipation is to use \$300,000 as grant match money for an additional \$1 million to continue improvements from the railroad tracks to Umatilla Street. If City doesn’t get \$1 million, in terms of grant, instead of having \$300,000 extra, would have \$600,000 extra.

Swan – Would like to clarify concerns regarding ODOT doing the work first then City taking over Central, it is not on ODOT’s priority list. If City takes over the project, believe we will get a better end product. They are only responsible for the asphalt surface curb to curb, not sidewalks. This was the tipping point for me to go ahead with this project. Not all sidewalks will need improvements, but all ADA access and storm drain problems will.

Questions and concerns:

It was previously proposed by City Manager to set aside \$200,000 to \$400,000 for future critical maintenance on Central. **Correct, that’s where the other \$300,000 comes in.**

Previous conversations included larger amounts of money for these projects, now those amounts are a lot less. **Have explained very detailed reasons for decreased amount in the Staff Report.**

How many feet of sidewalk are not being replaced? *Swan – Did not make that measurement, will get back to you with that figure. The Transportation Enhancement Grant (TE), if awarded, could go for more sidewalk improvements. Regarding comparisons between S. Comstock and Central Avenue projects, S. Comstock got all new sidewalks on both sides and new storm drain system. We will not be looking at that volume of improvements for Central.*

How is the storm drain system on Central? *In good shape, working on a new force sewer main down Central from Oak to Miller Street. This is to be completed before new proposed surface happens. Will only need to do storm sewer work where side streets connect to the main; figures are included in estimates provided.*

Will we have time to discuss this with ODOT, but not vote at that meeting? *They want Council to vote at that meeting; will plan on moving on to another city if Council says no.* It would be nice to have time to consider it before having to make a decision. *We could ask them.*

CITY MANAGER UPDATE

- There will be 3 key items on next agenda. Council to discuss Scarborough land agreement during Executive Session, and will be considering approval during regular session. City will also need to discuss purchasing Everett Lift Station land parcel during an Executive Session, and then consideration of TOA (Transfer of Authority).

CITY COUNCIL COMMENTS

Councilor Luzier –

- Merry Christmas and Happy and safe New Year!

Councilor Stone –

- Would like to thank all of the emergency personnel in our community, their projects and visions and are great for our City.
- Would like to thank all the Councilors for a year of grey hairs!
- The lighted tree at Triangle Park looks great.
- Would like to wish everyone a Merry Christmas.

Councilor Egbert –

- Would like to thank Aaron Swan and Public Works Staff for installation of benches, a worthwhile project.
- Concerned about the hedge that is blocking the train and Rotary Clubs lights. *Swan – Will try to trim the hedge, have been understaffed.*

Councilor Boggs –

- Access into the train yard is difficult at the gate opening, would like to know if there is a possibility of putting in a walkway at the site. *Will look into expanding that walkway.*
- Would like to bring up, at next meeting the frequency of the Council meetings. Would like to get back to one meeting per month that is longer rather than two short meetings.
- Merry Christmas and Happy New Year.

Councilor Meier –

- Would also like to thank all of the volunteers in the community.
- Merry Christmas and Happy New Year to everyone.

Mayor McKnight –

- Attended recent tree lighting ceremony, would like to express appreciation for the volunteers of the community who are stepping up and doing these great things.
- Would also like to mention the City employees, they are a top notch Staff that definitely makes my life a lot easier. They're like friends; very special, good people, great to my family, and very accommodating. It's a tough job dealing with the Council with seven different personalities; they take a lot of abuse but keep plugging forward. A lot of positive things are happening, couldn't ask for anything better. *Gillham - Thank you, Mayor.*
- Merry Christmas and Happy New Year.

PUBLIC COMMENT –

- Resident, Pam Cameron – Sutherlin Lions Christmas Festival, was held last Saturday. A total of 30 families and 83 gifts for children were given out, and 25 trees delivered. Would like to extend a thank you to West Intermediate School, it was a huge collaborative event involving area businesses and the community.
- Resident, Patricia Bales – Would like to report on library book return box that needed replacing. The box was at least 20 years old and had moisture and mold issues, which effected books. Merry Christmas and Happy Holidays.
- Resident, Bertha Egbert – We have such a beautiful sign at S. Comstock entrance [Exit 135], but concerned it is used as a dumping ground. Would like to see area cleaned up and a sign that says “No Dumping”.

ADJOURNMENT –

With no further business meeting adjourned at 8:50pm.

Announcement –

Mayor McKnight announced a 5-minute break before going into Executive Session. ORS #192.660(2) (i) – Performance Evaluations of Public Officers and Employees.

Executive Session called to order at 8:55pm.

Executive Session adjourned at 9:24pm.

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Respectfully submitted,

Diane Harris

Diane Harris, Deputy City Recorder

Todd McKnight

Todd McKnight, Mayor

APPROVED BY CITY COUNCIL JANUARY 11, 2016