

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Wednesday, January 14, 2015 – 7:00PM

COUNCIL MEMBERS:

Tom Boggs, Frank Egbert, Wayne Luzier, Karen Meier, Forest Stone
MAYOR: Todd McKnight, Denny Cameron - Outgoing
Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
City Recorder/HR Manager, Debbie Hamilton
Deputy City Recorder, Diane Harris
Chief of Police, Kirk Sanfilippo
Interim Fire Chief, Rich LaBelle
Fire District #2 – Chief, Greg Marlar
City Attorney, Chad Jacobs (via Skype)

Audience: Pat Shoufler, Ken Wolfer, Zada Wright, Sam Robinson, Holly Boggs, Richard & Faye Fink, Judy Eisenbiess, Danny Lang, Kathy Fernandez, John Lusby, Victoria Bensen, Sierra Moon, Joe Groussman, Juanita Held, Rick Murphy, Michelle Sumner, Veril & Barbie Nelson, Hattie Nelson, Bertha Egbert, Len Bodeen, Gene & Leighann Coufal, Brian Burke Sr., Justin Peterman, Floyd Van Sickle, Jack & Tami Trowbridge, Connie Luzier, Stan & Mary Lou McKnight, Tracie McKnight, Pam & Don Mosley, Jim & Beth Houseman, Pam Cameron, Bill Cagle, Greg Henderson, Rob Held, Larry Moore, Wes Hamrick

Meeting called to order by out-going Mayor Cameron, at 7:00pm.

Flag Salute:

OATH OF OFFICE

City Recorder, Debbie Hamilton, administered Oath of Office to Mayor Elect, Todd McKnight. Out-going Mayor Cameron stepped down from his position, taking a seat in the audience.

Oaths of Offices was administered by Hamilton to Councilors Elect, Tom Boggs, Frank Egbert and Wayne Luzier.

Roll Call: All present

Introduction of Media: Garrett Andrews, News Review

PUBLIC COMMENT (agenda items only)

- Resident, Floyd Van Sickle – Stated in the past Council has filled vacant seats with next highest vote getter. Is concerned with rumor that outgoing Councilor, Patricia Klassen, was to be chosen to fill the position. Does not feel this should take place stating in his opinion Klassen has committed an ethics violation by using her position as Councilor, and involved previous Community Development Director, Dan Huff. Van Sickle stated if Klassen is appointed to any position or committee, an ethics violation would be filed, adding, “this is not a threat but a promise”.
- Resident and Councilor candidate, Michelle Sumner – Is still interested in filling the vacant seat and would like Council to consider her for the appointment. She added her qualifications regarding educational background, training, career, political and municipal government experience outweighs others. In addition, has also served on City’s Budget Committee for two years, Planning Commission for two terms, member of Sutherlin Vision Committee, Sutherlin Technical

Fire Services Team, Team Leader for Citizen's Fire Services Team, and has attended and participated at Council meetings. According to most recent census information, Sutherlin is made up of 52.4% females; believe City Council should represent this statistic.

- Resident, Bill Cagle, congratulated Mayor McKnight and Councilors. Is in favor of vacancy appointment going to the next highest vote getter. Feels the wording in the City Charter may need to be "tightened up" a bit regarding the filling of future vacant positions.
- Resident, Len Bodeen, feels vacancy appointment should go with the vote of the people, honor those votes, and appoint the next highest vote getter.

COUNCIL BUSINESS

- **Recognition of Outgoing Council Members**

On behalf of City Council, Staff and Citizens of Sutherlin, Mayor McKnight, presented a plaque of appreciation to outgoing Mayor, Denny Cameron. Out-going Councilor Klassen was not present to receive her plaque; Mayor McKnight read the plaque's inscription to the audience.

- **Declaration of Vacant Council Seat**

Mayor McKnight explained the vacant seat appointee will fill remainder of term ending December 31, 2016.

MOTION made by Councilor Luzier to appoint Wes Anderson; second by Councilor Egbert.

Discussion: None

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

Opposed: Councilor Boggs

Motion carried.

Hamilton administered the Oath of Office to newly appointed Councilor, Wes Anderson.

- **Election of Council President**

MOTION made by Councilor Egbert to appoint Councilor Stone as Council President; second by Councilor Anderson.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Committee Chair Appointments**

MOTION made by Councilor Meier to re-appoint Councilor Boggs to Parks Committee Chair position; second by Mayor McKnight.

Discussion: Councilor Boggs stated City Charter requires Parks Committee to meet a minimum of three times a year. The committee will not meet otherwise unless there is something to discuss. There are no funds to invest in parks at this time, at least until the next budget process.

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

Opposed: Councilor Boggs

Motion carried.

- **Committee Re-appointments**

- 1. Planning Commission**

Three positions are open on the Planning Commission. City has received three applications, one for re-appointment, two for new appointments.

Applicants: John Lusby (re-appointment), Patricia Klassen and Karlene Clark (new)

An additional application was received shortly before 5:00pm the previous day; however, it was past the deadline for receiving and considering it.

Councilor Boggs inquired about a length of residency requirement, concerned one of the applicants has only been a resident for 6 months.

City Attorney, Chad Jacobs stated he does not see any requirements regarding length of time as a resident.

MOTION made by Councilor Boggs to accept application to re-appoint John Lusby and appoints Patricia Klassen and Karlene Clark to the Planning Commission, if six months of residency is not an issue; second by Councilor Luzier.

Discussion: Councilor Egbert is concerned Clark's ability to attend meetings if she is currently out of the country. *Gillham – She is on vacation right now and assured me she would be able to attend future meetings.*

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

Opposed: Councilor Egbert

Motion carried.

2. Library Board

Three positions are open on the Library Board. City has received two applications.

Applicants: Gwen (Hadd) Best and Deborah Utter (re-appointment)

MOTION made by Councilor Luzier to re-appoint Gwen Best and Deborah Utter to fill seats on Library Board; second by Councilor Egbert.

Discussion: None

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

Opposed: None

Motion carried unanimously.

3. Parks Committee

Three positions are open on the Parks Advisory Committee. City has received three applications for re-appointment.

Applicants: Rick Murphy, Jake Masterfield and Tim Bradley

MOTION made by Councilor Boggs to re-appoint Rick Murphy, Jake Masterfield and Tim Bradley to fill seats on Parks Advisory Committee; second by Councilor Luzier.

Discussion: None

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

Opposed: None

Motion carried unanimously.

Councilor Egbert stated currently there are no vacancies on the budget committee, however has concerns regarding member John Lahley's attendance record. Feels this position should be opened back up for applications.

Mayor McKnight stated Council will discuss that at next Council meeting.

- **Workshop Discussion**

Mayor McKnight – Would like to schedule a workshop and meet with Council to discuss the running of meetings and share his expectations and ideas. City would also like to be a part of this workshop, get objectives and Council's expectations. Would like to focus on this as a team building exercise, be positive, and move forward, coming together as a team.

City Manager, Jerry Gillham – From Staff's perspective would like to understand Mayor's rules of order and how Council will make decisions. Would like Council to use this time to also lay out goals for Staff this coming year, clarify priorities for the City and work together as a team to accomplish that. Packet given to Council tonight outlines Staff's key tasks. Would like to use this as a building block for Council to consider and discuss

Mayor McKnight – If Council has ideas to add to the workshop, contact Mayor or City Staff. Suggest keeping in mind it's about the future, does not want to dwell on past issues.

After a brief discussion it was decided to hold the workshop Monday, February 2nd at 6:00pm, place to be announced; dinner will be provided.

CONSENT AGENDA

- **December 15, 2014 Minutes – Regular Meeting**
- **December 15, 2014 Minutes - Workshop**

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

Discussion: None

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

Opposed: None

Abstain: Councilor Luzier – not present at meeting

Motion carried.

ACTION ITEMS/GENERAL BUSINESS

- **Ordinance – Sutherlin Sanitary Garbage Franchise (first reading, title only)**

Staff Report – City Manager explained there a number of routine aspects in renewing this franchise. Owner of Sutherlin Sanitary, John Lusby, is present and will be able to answer any questions Council may have.

Deputy City Recorder, Diane Harris, provided first reading of ordinance, title only. “An ordinance granting an exclusive franchise to Sutherlin Sanitary Service; describing the terms and conditions thereof, and the regulations connected therewith; and providing penalties for the violations of this ordinance”.

Lusby – As owner of the Company since 1987 is providing a renewal for the franchise. City has had an exclusive franchise with the company since 1946. Not asking for any rate increases at this time.

Councilor Stone – Asking for clarification with a statement regarding the agreement has been reviewed, amended and updated.

Lusby – A lot of it is language clean-up and an increase in insurance liability coverage that was required, which was requested by the City. \$1 million liability has been changed to \$3 million. Other than that nothing major has changed.

MOTION made by Councilor Luzier to approve first reading of Ordinance – Sutherlin Sanitary Garbage Franchise as presented; second by Councilor Boggs.

Discussion: None

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

Opposed: None

Motion carried unanimously.

REPORTS

- Fire Service Update

Staff Report – Interim Fire Chief, Rich LaBelle, presented the Fire Services Update.

- Met with Calapooia Rural Fire District to discuss a contract, will soon be sending them the proposal
- Worked on future staffing models and standard operating guidelines
- Purchased new fire helmets
- Attended several Staff meetings
- Worked on 2015-2016 Fire budget
- Worked on job descriptions
- Gave presentation at Lion's Club meeting

- Attended County Chief's meeting
- Preparing for meeting with Local 2091, to be held Friday, January 16th.
- Preparing for Firefighter Academy, held Wednesday evenings and Saturdays. One-third through the academy at this time
- Worked on evolution play books

Councilor Luzier – How many people do you have in the academy? *LaBelle – 18 from Sutherlin, there is a total of 25 in the academy. Additional attendants are from other departments – Kellogg, Fair Oaks and Oakland. The academy was offered to them at no charge.*

Councilor Meier – What union are you meeting with? *Local 2091 Fire Fighters Union that represents career firefighters.*

City Manager – We are required as part of the Fair Labor Standards to negotiate the transition with union employees from Fire District #2 to the City. This is part of that process. Would like to schedule a special Council Workshop in February or March to take Council through the process, provide updates and answer any critical questions. Would like Council members to email LaBelle or himself any questions they may have, will add those to a running list to answer at the presentation.

CITY MANAGER UPDATE

- Would like Council to review two key documents included in the weekly report document presented to them tonight. The first are key tasks from Staff and the second is the budget calendar. Requesting Council review the key dates Staff is recommending; will be starting the budget process earlier and have it approved in early May rather than end of June.

CITY COUNCIL COMMENTS

Councilor Stone –

- Referred to previous meeting's discussion regarding Urban Growth Boundary (UGB) asking Gillham about the amount he will be seeking for grant in relation to a possible land swap. *Need to meet with Josh Labombard; we currently have three simultaneous land use actions requested by Council or driven by others that are all connected in terms of expanding the UGB. Planning to have an internal workshop to discuss these issues. This has been included on the task sheet that was presented to Council tonight. Believe the grant may be for approximately \$40,000. Should we be thinking about budgeting money for this during the budget process? Yes. When talking to Labombard on the phone recently, he stated there was a "fast-track" method when swapping residential lands, and an easy process. Yes it is, unless it's outside of the UGB, it still can be done, but requires more process which also means more time and money. To clarify what I understand you want to do is take the residential lands located on Ford's Pond property and move it next to the west side of I-5, south of Duke Road, which is outside of the UGB. And Ft. McKay, where the old tree farm was. Yes, talking about approximately 78 acres; is good timing from our perspective.*

Councilor Luzier –

- Would like to take this opportunity to thank those who voted for him. Am very straight forward, have no set agenda. Care about Sutherlin, having lived here since 1953. Will not discuss personal matters at meetings, however if one has questions of personal nature, would like to be contacted through the City or at home, number is in the phone book. Would like to thank the citizens for showing their trust in him, and will not let them down. Would like to welcome Wes Anderson.

Councilor Anderson –

- Would also like to thank everyone who voted for him and Council for voting for him. Looking forward to what we can do; there are a lot of projects going on in Sutherlin right now.

Councilor Egbert –

- Would also like to thank everyone who voted for him, now serving his third term.
- Would like to thank the City for installing the benches along Central. Benches represent Don and Lynn Ralls, Pat and Bud Greer and Sutherlin 100.

- Presented pictures of the Chamber of Commerce’s flag monuments
- Concerned with Comstock project, before moving forward with Valentine and Central, think there should be something in the City Code that states there should be a “do no harm” clause. Concerned with issues that he is now seeing along S. Comstock, and how it affected the residences.

Councilor Boggs –

- Would like to thank those who voted for him. Primary goal is to always to do the best for the city and not have any personal agendas. Feel free to call him anytime, can get contact information from City Hall.

Councilor Meier –

- Really like to park benches along Central, would like to have more of them.

Mayor McKnight –

- Thanked everyone for voting for him, would like to work as a team. Has lived here his whole life, feels the citizens of Sutherlin deserve a Council that is professional, who does everything in their best interest, to work as a team and move forward. We are not always going to agree, that’s just politics; that is why there are seven of us up here. But we can still be a team, leave the business here, move forward and work hard to make that happen.

PUBLIC COMMENT –

- Local businessman, Danny Lang – Would like to share a success story on behalf of the Umpqua Community College Foundation, which he is a member. We have secured \$8.5 million of state funds raised \$5.4 million from private sources. Proud to say, as a citizen of Sutherlin was the first donor of \$100,000 for The Health, Nursing and Science Building. The building will house the nursing program and dental labs, which will allow students to learn on site rather than at private dental offices after hours.

This will be an economic development bonus for our community and county. It is projected this will add \$51 million and 115 new jobs. Plans are to break ground late spring; this building will be two story, 39,000 square feet and state of the art. Would like to create a challenge to donors and invite City to consider co-sponsoring during the budget process.

ADJOURNMENT –

With no further business meeting adjourned at 7:59pm.

Respectfully submitted,

Diane Harris

Diane Harris, Deputy City Recorder

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Todd McKnight

Todd McKnight, Mayor

APPROVED BY COUNCIL JANUARY 26, 2015