

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, June 8, 2015 – 7:00pm

COUNCIL MEMBERS:

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

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
City Recorder/HR Manager, Debbie Hamilton
Deputy City Recorder, Diane Harris
Community Development Director, Vicki Luther
PW Operations Superintendent, Aaron Swan
Chief of Police, Kirk Sanfilippo
Interim Fire Chief, Rich LaBelle
City Attorney, Chad Jacobs (via Skype)

Audience: Charlie Perdomo, Troy Brevik, Sandi Smick, Bertha Egbert, Floyd Van Sickle, Pat & Bert Bales, Bob Scarborough, Gary Dagele, Kathy Chamberlain, Pam & Denny Cameron, Pamela Semas, Tadd & Juanita Held, Brent Sandbach, Tami Trowbridge, Beth & Jim Houseman, Brian Burke Sr., Greg Marlar, Willie Caldwell, Terrin Murphy

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

Flag Salute:

Roll Call: Excused – Wayne Luzier

Introduction of Media: None present

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS/PROCLAMATIONS

- **Fire Chief and Assistant Fire Chief Finalists**

Staff Report – Interim Fire Chief, Rich La Belle, explained Fire Chief and Assistant Fire Chief hiring processes. Total of 18 applications received, 11 selected to be interviewed/tested, and 8 were present for interview process. Top two finalists, Charlie Perdomo (Fire Chief) and Troy Brevik (Assistant Fire Chief) were chosen and introduced to the audience.

City Recorder/HR Manager, Debbie Hamilton, read Perdomo and Brevik’s biographies.

- Perdomo thanked Council, Staff and community for the opportunity and extended recognition to the Sutherlin Volunteer Firefighters present. Perdomo reported coming from a very progressive department and will be passing on skills and knowledge from that experience. Public service, training, and community involvement will be looked at providing feedback for prioritizing services.
- Brevik shared they will continue with the volunteer program started by Chief LaBelle and with the proficiency in training. Is encouraged by City’s Vision and Goals located on the website. Thanking Council for the opportunity given to serve the community and make Sutherlin Fire a progressive, forward moving fire emergency services other communities will look up to.

Questions and suggestions from the audience:

- Suggest contacting high school regarding student involvement. *Yes, proposal is to get the high school, college and community involved.*

- What are your goals? *To develop a Fire Department that will provide the same level of service as a professional all paid department. Reported priority #1 – Lifesaving; #2 – Incident mitigation; #3 – Property conservation. Those are the three basics, from those everything branches off.*
- Are the paid employees and volunteers required to live and work within the city limits? *No, they are not.*
- Is Fire Department planning to be responsive to incidents that occur along Interstate 5? *Yes, if it is within city limits we will be responding.*

City Manager – Perdomo and Brevik have been putting together a six-month plan of action this past week. An impressive draft has been presented to Staff.

CONSENT AGENDA

- **May 26, 2015 Minutes – Regular Meeting**
- **Special Events Liquor License – Music off Central**

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

Discussion: None

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

Opposed: Councilor Anderson

Motion carried.

ACTION ITEMS/GENERAL BUSINESS

- **Chamber of Commerce – Street Fair Closure**

Staff Report – City Manager, Jerry Gillham, provided a brief overview for the planned event.

Chamber President, Tami Trowbridge; Executive Director, Pamela Semas; and Chamber Board Member, Gary Dagele, were present for explaining the event and answering questions. Trowbridge reported details of the event regarding detours and streets involved.

- Why is the event being held on a Friday rather than Saturday? *Roseburg’s Graffiti Cruise is already established, did not want to compete with their event.*
- *Councilor Egbert – Roseburg Graffiti starts the Wednesday after the 4th of July, events are scheduled each day. Due to changes in their schedule, Dagele contacted them regarding Friday night’s “Drag Race”, which they will now be a part of.*
- Do you feel comfortable with detour for logging trucks? *Public Works Superintendent, Aaron Swan – Yes, feel this alternative route is best.* How many trucks do you think will be passing through? *Approximately 40 or 50.*
- Is this an alcohol free event? *Yes.*

Trowbridge presented Pre-Flag Day Open House invitations; the event will take place at the Visitor Center, Friday, June 12th, from 8:30a.m. to noon.

MOTION made by Councilor Stone to approve Street Fair Closure requested by Chamber of Commerce as presented; second by Councilor Boggs.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **City Manager’s Salary**

Action Item deferred to June 22, 2015 meeting in order to allow entire Council to be present.

REPORTS

- **Red Rock Trail Phase II Update**

Staff Report – Community Development Director, Vicki Luther, provided a brief history of the Red Rock Trail (RRT) project.

- September 2010 – Submitted grant application and “Resolution of Support” from City Council.

- March 2012 – City entered into Inter-government Agreement (IGA) with ODOT for trail system from State Street to Nicholas Court.
- Original date of completion – March 2014. Due to delays and amendments, the date of completion was moved to December 2015.
- Phase I – Trail system from State Street to Waite Street was completed in fiscal year 2012-13.
- Phase II – Trail system from Waite Street to Nicholas Court. There will be a bridge replacement at Willamette Street; a new bridge will be place just off of Sea Street.

Several property owners have reported receiving promises from previous Staff members regarding issues involving their properties that about the trail system. However, those promises do not exist in written form. Those previous Staff members were contacted and stated no promises were made to the owners. Current City Manager has proceeded to work through these issues with owners of the properties.

- After touring the trail site City Manager attended Parks Committee meeting to discuss potential issues and criteria to be considered. Committee members felt in order to assess the true impact to adjoining properties it would be best to assess after completion of the trail. Staff will take those concerns and begin to assess actual impact and solutions.
- March 2015 – Phase II put out to bid by ODOT. Eleven bids were received; low bidder was disqualified due to incomplete document. Bid was awarded to next lowest bidder JRT Construction for \$629,855.50.
- Due to cost of delays and bid results, the project is now over budget. The 2014-15 Budget Committee was assured City’s grant match amount would not exceed \$117,037. Contractually through the IGA with ODOT, the City was obligated to pay a match percentage putting us over budget by \$12,477. The proposed “rapid flashing” beacon at Waite Street crossing has been removed from the project, resulting in approximately \$17,500 in savings. That amount will be reimbursed to the city once the project has been completed. With this reimbursement City will fall back within the “not to exceed” number. The beacon was not in the original plans, but added later due to safety concerns raised by citizens. City Staff intends to make every effort to secure funding at a later date and get the “rapid flashing” beacon installed at that intersection. Taking this expense on will be less costly than as part of this project itself.
- April 14, 2015 – Notice to proceed issued by ODOT.
- May 26, 2015 – Pre-construction meeting was held.
- Work schedule – 10 hour shifts, Monday through Thursday.

Public Works Operations Superintendent, Aaron Swan, explained construction procedures and schedule:

- June 2015 – Pre-construction (prepping for the project).
- July 2015 – Bridge preparation will take place after Sutherlin Stampede Rodeo event for replacement at Willamette Street. Existing bridge will be moved 20-feet to the west and temporarily set up for use during summer for events. Preparations for placement of new bridge at Sea Street will also be done at this time.
- Bridges have been ordered and are currently being built and scheduled for placement late August.
- Vegetation removal and rock placement will take place after bridges are in place and paving.

Council and citizen questions/comments:

- Will road need to be sleeved prior to placement of the flashing beacon? ***Pavement disruption on Waite Street is not anticipated, however may need to bore or patch pavement for the installation at a later date.***
- How many accesses will be available to the trail? ***Waite, Willamette, Sunny, State, Umpqua, Sea Streets, Pineview Estates and Nicholas Court. Gillham – Have worked out an agreement with Pineview/Silver Glen. They are planning to build an ADA (American Disabilities Act) approved bridge and ramp system allowing access for motorized wheelchairs to downtown and the senior center.***
- Sandy Smick – Statement was made tonight that City is willing to work with effected property owners. ***Yes, we have said all along we will work with you.*** My last understanding is that City cannot do anything for us. ***Until the trail is built.*** Was told during a previous conversation there wouldn’t be enough money to mediate the issues. ***If it is a legitimate issue, yes. Will mitigate legitimate, demonstrable safety and privacy issues.***
- Kathy Chamberlain – Originally, when property was purchased did not realize there was a trail due to a large amount of brush. The property is located between Sutherlin Creek and proposed trail,

feel we need to be reimbursed for amount of purchase approximately \$2,000. Know this is good for the community, but unhappy issue for us. Sutherlin Water Control District removed the trees on that piece, when I confronted them they said they would replace them, however that never happened. Would like to be contacted regarding a reimbursement, does not serve the purpose originally bought it for. ***Why didn't you replace the trees yourself?*** Because they were on the other side of the fence and was not the one that removed them. ***The Water Control District is a completely separate entity, not the City.***

- Brent Sandbach – Feels most affected by project, owns over 300 feet of property along proposed trail. Has a horse on the property, is concerned with issues involved. Also concerned with lack of restrooms available on the trail. In addition, if soil removal is occurring could erode the ground and disturb the creek water, contaminating it. ***Swan – Cannot comment regarding restroom and horse issues, however great caution will be taken regarding the creek. A silt fence will be constructed and as little material as possible will be removed and not pushed into the creek. Will not be over the bank of the creek, will be working on the flat area.***
Does Sutherlin Water Control District have jurisdiction over the creek? Army Corp of Engineers does. ***Water Control District does the maintenance on the creek.***
- Terrin Murphy – Is there a general map available online that would address everyone's issues? ***That is not available yet, have just received the plans and specs.*** Will this be planned in the future and will Waite Street be widened and sidewalks added. ***Murphy was directed to visit Community Development Department in City Hall to review plans and have questions answered.***
- What is the deadline for the project? ***The IGA states December 15, 2015, however contractor said he will complete project October 2015.***
- How many people are using the trail now? ***It is very well used, but don't have a count.***
- ***Email address has been set up specifically for Red Rock Trail questions, go to redrocktrail@ci.sutherlin.or.us.***
- Is there a plan-view available for people to view? ***Not online but a site plan board is available in Community Development Department, the plan was also displayed at previous RRT citizen's meeting.***

CITY MANAGER UPDATE

- Next agenda will be fairly light; workshop on Ambulance Service is planned as requested by Council.

CITY COUNCIL COMMENTS

Councilor Anderson –

- None

Councilor Stone –

- Does City of Sutherlin have a Municipal Code addressing breweries and the making of the beer? ***No, there is no special code regarding that.***
- Have been approached regarding lack of block numbers/direction indicators on street signs along Central. ***Currently looking on a redesign with Chamber who is planning to present the design at next Council meeting.***
- Recent incident involving a Natural Gas line leak at Dovetail Lane [substation], are there protocols set up for that? ***Fire District #2 Chief, Greg Marlar – Fire Department does have protocols to follow, as well as emergency contact information, which were contacted. We are also fortunate in having a major Hazmat Regional Team located in Roseburg. Both Avista and Hazmat were notified of the incident.*** Also concerned with evacuation issues, is there an escape route planned for that area? ***Meetings have taken place regarding an emergency plan for city as a whole regarding evacuation specific to each and every emergency.***

Councilor Egbert –

- None

Councilor Boggs –

- None

Councilor Meier –

- Will there be a wastewater rate increase July 1st, thought I heard something regarding a 14% increase? ***Finance Supervisor, Dan Wilson, is not available tonight to respond, however will find out for you.*** Realize this does not have to be in place for financing of project, however am concerned that it has been 18 months ago was notified of the in-equitable rates being charged.

Mayor McKnight –

- Would like to share an email received from Terrill Lykins, commending Chief Sanfilippo and Sutherlin Officers. There was a recent case involving missing Sutherlin teenager, Tyler Lykins. “Mayor McKnight, I would like to extend a letter of commendation to all officers involved in the commitment of locating my missing son Tyler, who returned today on his own at 06:30 hours. I realize their dedication was true and heartfelt as I did see them patrolling, while I too was looking. Direct commendation to Officer Sorenson for working at trying to find, track and locate information at the Sutherlin Middle School assisting the principal. I also commend him for making my son committed to correcting his own discrepancy. At last and foremost, Chief Sanfilippo for running and maintaining a professional, civil organization for the citizens of the City of Sutherlin.”

PUBLIC COMMENT –

- None

ADJOURNMENT –

With no further business meeting adjourned at 8:20pm.

Respectfully submitted,

Diane Harris

Diane Harris, Deputy City Recorder

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Todd McKnight

Todd McKnight, Mayor