

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, April 25, 2016 – 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
Public Works Utilities Superintendent, Brian Elliott
Public Works Operations Superintendent, Aaron Swan
Police Sergeant, Justin Marquis
Fire Chief, Charles Perdomo
City Attorney, Chad Jacobs (Via Skype)

Audience: Jim Houseman, Pam & Denny Cameron, Bertha Egbert, Jeff Harris, Travis Tomlinson, Pat & Bert Bales, Tami Trowbridge, Ashley & Zach Alliman, Bryce Sanman, Danny Lang, Pamela Semas, Dan McCormick, Tracy Placido

Meeting called to order by Council President, Forrest Stone at 7:00pm.

Flag Salute:

Roll Call: Excused – Mayor McKnight

Introduction of Media: None present

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Introduction of New Police Officers**

Chief of Police, Kirk Sanfilippo, introduced and welcomed newly hired Police Officers, Bryce Sanman and Ashley Alliman. Officer Sanman, was hired April 16th, sworn in April 19th and will be attending Police Academy in May. Alliman's starting date will be June 16th, will be sworn in shortly after, and attending Police Academy in August.

- Officer, Bryce Sanman, stated he was happy and proud to be part of the City. Sanfilippo added Officer Sanman, has been a member of the Washington National Guard for over 10 years, and currently studying for his undergraduate degree in accounting.
- Future Officer, Ashley Alliman, provided a history as an area resident, wife and mother. Currently enrolled in UCC's Criminal Justice program, she will receive her Associate's Degree in June. Alliman serves as the squad leader in the Umpqua Regional Police Academy as a Cadet graduating in May. She looks forward to serving the city for many years to come.

On behalf of the Council, Council President Stone, welcomed Sanman and Alliman to the City.

- **State Representative Hayden's Chief of Staff**

State Representative Cedric Hayden's, Chief of Staff, Tracy Placido – On behalf of Representative Hayden would like to open up communications between Salem and the cities. Placido has visited all cities in District Number 7; Sutherlin being the final city. Placido stated City Manager, Jerry Gillham, shared many impressive projects Sutherlin is involved in during a recent conversation. Would like the City of Sutherlin to know she is here to assist with any questions, concerns or issues that come up.

- **Chamber of Commerce/Visitor Center**

Chamber President, Tami Trowbridge – presented budget report ending March 31, 2016.

Updates:

- Summer hours at the Visitor Center will soon start; will be open longer and on Saturdays.
- Trowbridge and Executive Director, Pamela Semas, are preparing for TRTAC (Transit Room Tax Advisory Committee) meetings. One of TRTAC's duties is to update and seek input for the comprehensive promotion plan.
- Working as partners with Sutherlin Downtown Development Inc. (SDDI) for the Arbor Day Tree Planting event, Friday, April 29th at 5:30pm, in front of Books Gallery.
- SDDI's Annual Flower Planting event will be held Saturday, April 30th at 9:00am. Volunteers are welcome to attend and take part in planting. SDDI's is also sponsoring an Awning Grant program, have had great responses from downtown property owners.
- Working with Amber Merrifield on annual "Woofstock" event. A large 20 x 40 tent will be used this year. The tent, provided by Purple Foot Gang, is free to use by groups for community events.

Questions:

Councilor Egbert – Several other entities are looking at funding for advertising their tourism events; does Chamber have funds available to help? ***Budget runs from July 1st through June 30th, at this time money has already been obligated. Chamber will be providing grant applications at the start of new budget year.*** In the past, \$12,000 to \$15,000 was held back for those needing funds January through June. ***Would think if the group could be reimbursed for those funds after July 1st, Chamber could work with them.***

Council President, Stone – Are there records showing how many people come into the Visitor's Center? ***Yes, it is also available on the Chamber's website; will plan to provide that information quarterly.***

- **UCC Presentation**

City Manager, Jerry Gillham – Danny Lang has issued a challenge to raise money, therefore creating a mechanism so Umpqua Community College could expand campus facilities in Sutherlin. Gillham provided a timeline and history of events. Plan is to meet with a local bank this week; they are enthusiastic in providing matching funds for the \$8 million grant needed. Lang deserves a lot of credit; this would never have come this far if Lang had not pushed to make it happen.

Danny Lang provided an updated report for proposed Industrial Arts Building project to be located in Sutherlin. He was instrumental in bringing the Lang Center to UCC and the new 35,000 square foot Nursing/Dental Health & Science building, slated to open next week. Lang shared the challenges he has faced with his vision in bringing the 66,000 square foot Industrial Arts Building to Sutherlin. \$8 million in grant dollars is available and approved from the state if the \$8 million grant match can be provided by February 2017. Possible locations for the proposed site was reported; much of it land he is willing to donate. There has been discussion about approaching legislatures asking to extend the grant money until February of 2019; however, concerned money may not be available then.

Questions:

- Councilor Egbert – Feel there is enough land available in the industrial park area from Comstock to Page Road. When County took over the airport 20 years ago, it was supposed to be developed within 10-years or it would go back to the City. Have expressed concerns about this several times.

Lang reported further on available property he owns and is working with the state on wetland issues with positive results. Feel it is important in making these challenges aware to Council.

City Manager – Any number of sites mentioned tonight would work. Feels 3-acres is constraining for what is planned, nevertheless, that is secondary. The primary issue is to get interim financing to cover the match and eliminate the arguments regarding delays and of bringing it to Sutherlin.

CONSENT AGENDA

- **April 11, 2016 Minutes – Regular Meeting**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

PUBLIC HEARING

- **Scarborough Property**

Council President, Forrest Stone, opened the public hearing – Scarborough Property at 7:40pm.

- Does any member of the Council desire to declare an actual or potential conflict of interest?

Councilor Meier – Do not have a conflict of interest but have spoken to Mr. Scarborough on a number of occasions.

- Has City received any additional correspondence not included in the agenda materials? *None.*

Staff Report – City Manager, Jerry Gillham – Prerequisite for buying land is different than selling. If buying, Council approves a purchase and sale agreement authorizing City Manager to sign. To sell the property requires a resolution, which is coming before Council tonight. City cannot gift the land, however have agreed to sell it for \$1. This has been a long process for this piece of land adjacent to Red Rock Trail’s bridge site. Public Hearing’s prerequisites is to prove the land’s value; determined valued is \$3,500.

- Public comment in favor? *None.*
- Public comment in opposition? *None.*
- Does Council have additional questions regarding clarifications?

Councilor Boggs questioned gifting the property for \$1 valued at \$3,500, and amount of time and attorney fees involved. *During the process, Mr. Scarborough had concerns about the portion of land city was keeping immediately adjacent to the bridge. He asked for very specific language regarding the maintenance to a standard City was not willing to accept. City’s portion will be maintained in the same manner as all other entryways. This required a little more attorney input than anticipated.* Is City maintaining his portion of the property? *Property will be divided into two pieces, City will maintain City’s portion only.*

Councilor Meier – Property City will be giving him is behind his fence, correct? *Yes.*

Discussion continues concerning reasons for the extended time and City Attorney involvement.

Councilor Boggs – Think we need to at least re-coup our expenses.

Council President Stone closed the public hearing at 7:46pm.

ACTION ITEMS/GENERAL BUSINESS

- **Ordinance No. 1048 – Derelict Buildings (second reading & adoption)**

Deputy City Recorder, Diane Harris, provided second reading, title only of ordinance: “An ordinance amending Chapter 8.16 (Nuisances) of the Sutherlin Municipal Code by adding new definitions for derelict buildings, adjusting language relating to the nuisance abatement process and adding additional provisions relating to the abatement of derelict buildings and registration of the same.”

Staff Report – City Attorney, Chad Jacobs – Changes to the ordinance discussed at last meeting as requested by Council have been added to the proposed draft.

Questions:

- Thought Council agreed to remove language stating person would have to pay a fee up front if objecting. Language is in 8.16.210 and 8.16.300(C).

Jacobs reviewed the draft and responded explaining the language in place gives City the option to set fees.

- Section 8.16.210(B) states “Failure to pay all appropriate fees is grounds for denying the objection”. Feel this means person has to pay the fee before objecting. *Jacobs referred to statement “paying such fees as may be required”; if fees are set at \$0, there would be no charge and does not deny the objection. In the future Council can decide to charge a fee. Council can make the decision to remove it, am assuming that is why language has remained.* Fees do need to be set due to staff time administering this, feel fees shouldn’t be required just to object. *This just gives the option to be able to set fees in the future.* Feel it would be clearer to know there would not be a cost when objecting.
- Having the fee is fine; just don’t want the objection contingent upon the fee being paid. *This is a filing fee for filing the objections, and costs associated for the City abating the nuisance.*

City Manager – City will keep a running total, penalties can be waived, but can still collect the fee for Staff’s time at the end.

- Don’t want the people to be discouraged from filing their objection for having to pay the fee; after decision is made fees can be levied.

Jacobs – There are two different things going on here. There is the section that is underlined showing amendments to the existing code relating to abatements of all nuisances, the bold/underlined is all new language solely for derelict buildings. Under both there is language if someone wants to object that their building is derelict, filing the appeal, and giving Council the ability to set a fee for the filing. Council can strike that language requiring a fee. The other issues about penalties and cost of abatement are a separate monetary amount imposed through the process, whether for the appeal that goes through Planning Commission for derelict buildings or Council for other reasons. The question is does Council want to require a filing fee to contest these things meant to cover City’s administrative costs?

It was by Council consensus to strike the language.

MOTION made by Councilor Meier to approve second reading and adoption of Ordinance No. 1048 – Derelict Buildings as amended; seconded by Councilor Anderson.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Resolution 2016.07 – Transfer of Real Property**

Staff Report – City Manager, Jerry Gillham – This resolution authorizes the land transaction for \$1, per the purchase sale agreement.

MOTION made by Councilor Meier to approve Resolution 2016.07 – Authorizing Transfer of Real Property as presented; seconded by Councilor Egbert.

Discussion: None

In Favor: Councilors Anderson, Stone, Egbert, and Meier.

Opposed: Councilors Luzier and Boggs.

Motion carried.

CITY MANAGER UPDATE

- New development: Golf Course sale closed today.
- SDDI is extremely short of volunteers for the community planting event. Those interested can meet in front of City Hall at 9:00am Saturday.

Has SDDI purchased plants from the local FFA Group or nursery? *Trowbridge – SDDI is purchasing plants from Robert’s Nursery, there were issues a couple of years ago when plants were purchased locally, they have returned to Robert’s Nursery for the purchase.*

CITY COUNCIL COMMENTS

Councilor Anderson –

- Will not be able to attend the May 9th Council Meeting, will be working out of state.

Councilor Luzier –

- None

Councilor Egbert –

- Are negotiations regarding fire equipment issues with Fire District #2 getting anywhere? This needs to be pursued. *Gillham – Staff is pursuing this, it is important to be very concise and not leave anything unchecked. Both City Attorneys have the list and Staff is working with them. Do not want to do the argument here in case this goes to court.*

Councilor Meier – With that in mind could Council meet in Executive Session? *Yes, can do that at next Council meeting.*

Councilor Boggs –

- None

Councilor Meier –

- At previous meeting Street Overlay Plan was brought to Council for approval, however decided not to do it, Central Avenue was discussed instead. Could Staff bring it back for Council decision? *Public Works Operations Superintendent, Aaron Swan – Planning Commission’s approved*

overlay plan was brought to Council for decision. However, the consensus was Central Avenue was more important. Can bring back the overlay plan, but it is getting very late in the season now to start that process. Wasn't this in next year's budget? Yes, the 2016-17 FY; but project would be this summer. What was brought to Council wasn't about the overlays though. *Yes, it was.* Thought we were dealing with monies from TOA. *Planning Commission had selected Umpqua Street, and small section on Terrace Street. Discussion at the meeting was that Central was more in need for the maintenance.* Not doing anything on Central until 2017, shouldn't we do some overlays this year, rather than nothing? Next year overlay money can be put into Central. *Gillham – Is certainly an option; some portions of Central could get done, but engineering may not be complete until October.*

Councilor Anderson – What was the plan for the summer then? *Overlay plan was presented, Council decided to go with Central, there were options for some smaller pieces on E. Central, as well.* Was any action taken or are we still in “limbo”? *No action was taken, will bring back to Council for decision.*

Council President Stone –

- Three months ago a transient, who was sleeping under the overpass, was arrested, his bag of garbage is still sitting on the sidewalk. *Swan – Will take care of that.*
- Concerned with people walking their dogs, allowing them to do their business in areas all over town. Should there be an ordinance requiring owners to carry bags or signage telling people to pick up after their animal? *Swan – Dog waste bags are provided at all city parks and along Red Rock Trail, however could provide signs in various locations around town.*
- Was N. Comstock Waterline funded last year? *Wilson – Yes, it will not be completed until next fiscal year, it is in both budgets. Project has been bid on, awarding the bid is the next step.*
- Has anyone talked to ODOT about needed overlay near Dakota Street, or if they are planning on doing anything? *Have not spoken to them about that.*
- Is it possible to pressure-wash the brick planters before planting event on Saturday? *Swan – Do not have water available at all planters, but will look into it.*
- Regarding the location for proposed Industrial Arts Building, City has property by Ford's Pond that may be available. *Gillham – Need to make sure there is a commitment to the grant match before locking in a piece of property.*

PUBLIC COMMENT –

- Resident, Pam Cameron – Due to recent weather conditions, a lot of grass is growing in gutters and sidewalks along Central Avenue, does City have plan to remove it?

Councilor Boggs – There was a crew last week digging out weeds in the gutters. *Swan – Will look into spraying them. City Recorder reminded volunteers are always welcome!*

- Resident, Pat Bales extended formal invitation to attend the Public Safety Appreciation Open House, May 19th at 5:00pm, at the Fire Station. Food and beverages will be served.

ADJOURNMENT –

With no further business meeting adjourned at 8:24pm.

Jerry Gillham

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris

Diane Harris, Deputy City Recorder

Todd McKnight

Todd McKnight, Mayor

APPROVED BY CITY COUNCIL MAY 9, 2016