

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, June 27, 2016 – 7:00pm

COUNCIL MEMBERS:

MAYOR: Wes Anderson, Wayne Luzier, Forrest Stone, Frank Egbert, Tom Boggs, Karen Meier,
Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
City Recorder, Debbie Hamilton
Deputy City Recorder, Diane Harris
Finance Director, Dan Wilson
Community Development Director, Vicki Luther
Public Works Utilities Superintendent, Brian Elliott
City Attorney, Chad Jacobs (Via Skype)

Audience: Beth & Jim Houseman, Pat & Bert Bales, Brian Burke, Dennis Riggs, Cynthia Hazelip

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

Flag Salute:

Roll Call: Excused – Mayor McKnight and Councilor Luzier

Introduction of Media: None present

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Chamber of Commerce/Visitor Center**

Chamber President was unable to attend; report will be provided at the July 25th Council meeting.

CONSENT AGENDA

- **June 13, 2016 Minutes – Regular Meeting**

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

Discussion: None

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

Opposed: None

Motion carried unanimously.

ACTION ITEMS/GENERAL BUSINESS

- **Ordinance No. 1050 – Comprehensive Plan Amendment and Zone Change – Stowe Property (second reading & adoption)**

Deputy City Recorder, Diane Harris, provided second reading, title only of Ordinance No. 1050 – Comprehensive Plan Amendment & Zone Change for Fort McKay Rd. and State Hwy. 138 Property: “An ordinance amending the City of Sutherlin Comprehensive Plan Map and Zoning Map to amend the Comprehensive Plan Map from Heavy Industrial to Light Industrial, concurrent with a Zoning Map change from Heavy Industrial (M-2) to Light Industrial (M-1) for property described as Tax Lot 400 in section 19B of T23S, R05W, and Tax Lots 100, 200 & 300 in Section 24A to T25S, R06W. The subject 19.59 acre property is located at the intersection of State Hwy. 138 and Fort McKay Road, and described herein”.

Staff Report – Community Development Director, Vicki Luther – First reading was approved at the last Council meeting. Approval of second reading and adoption is now before Council.

MOTION made by Councilor Boggs to approve second reading and adoption of Ordinance No. 1050 – Comprehensive Plan Amendment and Zone Change – Stowe Property; seconded by Councilor Meier.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Ordinance No. 1051 – Comprehensive Plan Amendment and Zone Change – Hummelt Development Company (second reading & adoption)**

Harris provided second reading, title only of Ordinance No. 1051 – Comprehensive Plan Amendment & Zone Change for N. Calapooia St. and W. First Avenue: “An ordinance amending the City of Sutherlin Comprehensive Plan Map and Zoning Map to amend the Comprehensive Plan Map from Light Industrial to Commercial Business District, concurrent with a Zoning Map change from Light Industrial (M-1) to Downtown Commercial (C-1) for property described as Tax Lot 5900 & 6000 in Section 17DC of T25S, R05W. The subject of 0.46 acre property is located north of W. Central Avenue at the intersection of N. Calapooia Street and W. First Avenue and described herein”.

Staff Report – Luther – First reading was approved at the last Council meeting. Approval of second reading and adoption is now before Council.

MOTION made by Councilor Boggs to approve second reading and adoption of Ordinance No. 1051 – Comprehensive Plan Amendment and Zone Change – Hummelt Development Company; seconded by Councilor Meier.

Discussion: None

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

Opposed: None

Motion carried unanimously.

CITY MANAGER UPDATE

- City Manager – Resolution for the marijuana ban election referral will be presented at next Council meeting.

City Attorney, Chad Jacobs explained the process for placing the measure on the election ballot. Deadline to present the resolution to County is early August. The other issue related to Marijuana is the tax. Several jurisdictions proposing a Marijuana ban are also proposing a tax. Any taxation has to go before the voters, if for some reason the ban fails at the ballot box, City would not be able to impose a tax until after the November 2018 Statewide General Election. Some cities are imposing a tax, if in fact their ban is voted down. The ban and tax measure would be two separate measures. Jacobs asked Council members if they would like to have a resolution brought to the next meeting for discussion.

Consensus of Council was to bring a Marijuana Tax resolution back for discussion.

- Dial-A-Ride has received grant monies to remodel their existing office. City will paint a portion of that space and re-carpet. That space can be used as an official Council board room, making it convenient for holding Executive Sessions and will have easy access into the meeting room. Will be making minor adjustments to Council Chambers, as well. Plan is to extend the desk/seating area up front for Staff to sit at during Council meetings. Additional monitors will be added to allow easier viewing of City Attorney and PowerPoint presentations for Councilors, Staff and public. Costs will be minimal for the projects.

CITY COUNCIL COMMENTS

Councilor Anderson –

- None

Councilor Egbert –

- None

Councilor Boggs –

- None

Councilor Meier –

- Would like to know how to go about getting a City Charter amendment on the ballot. **Jacobs – *There are two ways to do it; a person can go through the initiative process or Council can refer a charter amendment themselves. Council would need to pass a resolution that includes the amendment, ballot title, and explanatory statement.***
- Would like to discuss with members of Council two items as proposed ballot measures:
 1. Would like to make it mandatory that all financial statements, wire transfers, credit card, and year-to-date budgeted expenditures on the website for the public to review. Feels there are some Councilors who don't think it's important to have these statements; however, the public should have access to this information. Prefer this to be in the City Charter as opposed to a resolution that can be changed by future Councils. **Staff has been providing that information on the City's website since the first of the year, it is updated every month.**

Councilor Boggs – Are there extra costs for putting this on the ballot? **Jacobs – *There is Staff and City Attorney time to put it all together. There wouldn't be additional expenses with placing it on the ballot since there is already an election taking place.***

Councilor Meier asked for Council consensus. Councilor Boggs spoke against it, felt this was another action for Councilor Meier getting into the management of the City, rather than letting Staff do their jobs. Councilor Egbert, Stone and Anderson were in favor of bringing the resolution to Council.

2. If a Council vacancy is created within 6 months after the election, appointment would automatically go to the next highest vote getter.

Councilor Stone – Doesn't City have a resolution that says that already?

Councilor Meier – Yes, however, last time had a stake in the election and there was a certain way I wanted it to go. This time I do not know who is running, but would like it in the charter.

Councilor Egbert, Stone and Anderson agreed the next vote getter should be next one in line and to bring a resolution to Council for consideration. Councilor Boggs disagreed, stating he felt if they were going to be on the Council they would have been elected in the first place.

- What is the status of the newly proposed Finance Policies? **Finance Director, Dan Wilson – *Finance Policy Resolution will be presented at the next Council meeting.***
- What is the status of the sign ordinance that was asked of Staff nearly a year ago? **Luther – *Staff and Planning Commission have discussed this at length, resulting in various opinions; will check the status with City Planner.***
- Several people have contact me regarding deadlines for candidates wanting to run for Council. **City Recorder, Debbie Hamilton – *All information has been on the City's website, they can also contact the City Recorder. Deadline is August 25th.***
- Concerned with statement that competitive bidding will not be used for the construction of the Wastewater Treatment Plant. **City Manager – *That has not been decided, when Value Engineering (VE) process is completed, will know more in order to make that decision. Planning to have engineering team back to discuss the best route and what is best for the city.***

City Manager explained the pros and cons regarding the issues involved with the bidding and VE process. Timelines are in place, process needs to be completed by December 2016.

Council President Stone – When will VE be completed and how long do we have to get an engineer if needed? **Elliott – *VE process will start the 19th of July; will consist of 4 days of workshops and meetings and will come before Council at the August 8th meeting. Received another MAO (Mutual Agreement Order) from DEQ today wanting a signature to verify that the VE would be completed by December 2016. This is not an issue, can move forward at the same time with the design and VE and be completed by that date. Additional information is available on the City's website.***

Councilor Meier voiced her concerns regarding the processes that have been used and statements that have been made. Discussion continued regarding estimated costs on the project so far, questioning the ability for City to cover costs over-runs.

Councilor Stone – Where is the extra money going to come from? *Wilson – It is an estimate, have not gone out to bid yet, and don't know what the amount is going to be. Contingency and reserve funds are available if needed.*

Council President Stone voice concerns, does not want to get “upside-down” before getting started. Agree, need to keep moving forward, see what comes back from the VE.

Councilor Stone –

- What is the status of the Ridgeview property? *City Manager – Have had several interested parties on the house located next to the two city-owned lots with driveway access. City has a \$60,000 lien on the house; it is in foreclosure and under the control of Wells Fargo. They have had difficulty selling the house because of the lien. Interested parties and City Manager have been in contact with Wells Fargo; they have been difficult to work with. City Manager asked Wells Fargo to consider giving the house to the City in efforts to help with the sale of it. Wells Fargo could get Community Re-Investment Act credit. Have not heard from them since last contact attempt.*
- West side of freeway has some large potholes, has ODOT mentioned doing road maintenance there? *Meeting with them this week, will ask them about their maintenance schedule.*
- Would like to thank Public Works Operations for trimming the tree that was lying out in a section of road in the Dovetail Lane area.

PUBLIC COMMENT –

- None

ADJOURNMENT –

With no further business meeting adjourned at 7:53pm.

City Recorder, Debbie Hamilton, announced all 2016 election information is on City’s website. A link is located on the home page.

Approved: *Jerry Gillham*

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris

Diane Harris, Deputy City Recorder

Todd McKnight

Todd McKnight, Mayor

APPROVED BY CITY COUNCIL JULY 11, 2016