

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium – 7pm
Monday, May 13, 2013

COUNCIL MEMBERS:

Tom Boggs, Frank Egbert, Patricia Klassen, Todd McKnight, Karen Meier, and
Forrest Stone

MAYOR: Denny Cameron

CITY STAFF: City Manager, Jerry Gillham
City Attorney, Chad Jacobs
City Recorder, Vicki Luther
Community Development Director, Dan Huff
Police Chief, Kirk Sanfilippo
Finance Director, Ron Harker
FD2 Chief, Greg Marlar

Audience: Tracy VanDolah, Jo Barnes, Greg Henderson, Carol Swesso, Bertha Egbert,
Pam Cameron, Michelle Sumner, Elizabeth Turner and family, Justin Huntley, Josh Grotting,
Tami Trowbridge, Adam Sarnoski, Brian Burke

Meeting called to order by Mayor, Denny Cameron.

Flag Salute

Roll Call: All present

Intro of

Media: None present.

PUBLIC COMMENT: (agenda items only)

None

ANNOUNCEMENTS / APPOINTMENTS

Budget Committee – Appointment

Staff report – Greg Henderson will not be able to serve therefore Council was asked to review
previous applicants and consider appointing one of them to fill that seat.

MOTION made by Councilor Meier, second by Councilor Klassen to appoint “J” Johnson to fill
seat on the Budget Committee vacated by Greg Henderson.

DISCUSSION: None

IN FAVOR: Councilors Egbert, Klassen, McKnight, Meier, Stone, Boggs, and Mayor Cameron

OPPOSED: None

MOTION: Unanimous

PRESENTATIONS / PROCLAMATIONS

Fire Services

City Manager, Gillham, along with Police Chief, Sanfilippo, and Finance Director, Ron Harker
made a power point presentation providing an overview of fire service options that would be
available to the City if we were not to annex into the fire district. This group of staff along with
Mayor Cameron and Councilor Boggs interviewed four agencies and researched three others.
Response times and ISO ratings were discussed. Six different models were researched in this
process. There would be a big difference in response times between a professional department
and a volunteer department. We would be required to re-negotiate our Mutual Aid Agreements

which would result in Oakland and Fair Oaks responding; Fire District #2 would be fourth in for a fire call. North Douglas Fire District, Myrtle Creek Volunteer Fireman's Association, Lebanon Fire District, Redmond Fire District, City of Cascade Locks, Jackson County Fire District #5 and the City of Hood River Fire Departments were all considered in this research. Transcripts from these meetings were provided as part of the agenda packet while a matrix providing all the comparable data was provided in a packet handed out at the meeting. Staff believes there are only two viable options for the City of Sutherlin:

1. Resume control of the service and transition into a minimum staff with a mostly all volunteer department similar to the North Douglas County Fire District Model.
2. Continue in the spirit of our existing IGA with Fire District #2 and seek a voter decision regarding annexing into the Fire District

Cost of annexing into Fire District #2 is proposed to be \$3.16/\$1000 while a volunteer department is expected to cost \$1.76/\$1,000 – a total savings of \$507,278 with the total cost estimated at \$1,231,553 versus \$724,275. A change in the ISO rating is likely to cost property owners and additional 14.5% between each rating level. It is estimated insurance costs would actually increase overall costs for both commercial and industrial properties where residential costs would realize a small increase over today's costs.

If the City were to take the service back from FD2 we would be required to take back seven (7) paid firefighters. Even if we were to lay them off they have a leave accrual cost of \$104,286 which the City would be responsible for.

Notice was given to how moving to a volunteer department may affect our ability to attract new business/industrial use.

Discussion points:

- If we give up \$1.84/\$1,000 of our tax base we will be giving up approximately \$20,000/year. ***It was noted that current cost of fire services is climbing faster than the tax rate of 3% a year, therefore we would actually benefit financially by the annexation as was the case for the City of Redmond.***
- If we were to annex proposed tax bill increases for some of the larger businesses in Sutherlin was noted.
- Importance of recruitment of volunteers who actually live in the area; reported there are departments adding volunteers to their roster who don't even live within their area, as a means to keep their numbers up.
- We should consider holding town hall meetings/workshops in order to educate the citizens prior to an election.
- Concern if we went to a volunteer department we would lose backup medical response from the other fire personnel when an ambulance is not immediately available.
- Concern that raising taxes with the annexation may deter future growth of Sutherlin

Mayor Cameron believed the report presented tonight was a bit embellished/one-sided. ***CM Gillham reported the report was not meant to be one-sided; this is just the way the numbers played out.***

CONSENT AGENDA

Minutes from April 22, 2013 Regular Meeting

Minutes from April 22, 2013 Workshop

MOTION made by Councilor Klassen, seconded by Councilor McKnight, to approve the Consent Agenda as submitted.

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

Opposed: None

Motion carried unanimously.

ACTION ITEMS

Ordinance – Council Rules (first reading)

Repealing and replacing Chapter 2.05 of the Sutherlin Municipal Code

First reading of this ordinance was postponed until Tuesday, May 28th meeting due to posting requirements not being met.

Resolution No. 2013.05 – Surplus Property

Staff Report - Community Development Director reported on this equipment which is out-dated or of no further use to the City. Much of this should be sold as scrap metal.

MOTION made by Councilor McKnight, seconded by Councilor Meier, to adopt Resolution No. 2013.05.

Discussion: None

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

Opposed: None

Motion carried unanimously.

Engineering – Westside Water Main

Staff Report – When the bid award for Cooper Creek Water Treatment Plant was awarded in March of 2012 it was reported there may be additional grant funding available to also complete the Westside Water Main as part of the USDA process. This amendment would increase the contract amount to cover engineering services for final design, inspection, and as-built services for the mainline replacement project totaling \$58,750.00. It is expected this money will be available at the end of the Cooper Creek Water Treatment Project. This 1.2 million dollar waterline is expected to cost the City \$37,012. The engineering needs to be completed now in order to meet the funding deadline coming up in August. This was the only facility project to be approved by USDA for funding if the City had additional funds at the end of the CCWTP Project. Preliminary engineering was completed three years ago and this amendment will fund the production of final design and construction documents. The Westside Mainline replacement is the last component of the 18” mainline replacement beginning at Umpqua and moving west to I-5. This portion of the project will replace the water system backbone of the neighborhoods and commercial areas including fire protection and future development. The project includes replacement of existing variable size and type of water mainline with an 18” class 52 ductile iron water line from I-5 west 3500’ to the existing 12’ main serving the Knolls Reservoir and the west side of Sutherlin. If we choose not to do this project we will be turning back grant dollars.

MOTION made by Councilor Boggs, seconded by Councilor Meier, to amend owner-engineer agreement for Engineering Services to include an additional \$58,750.00 for final design, inspection and as-built preparation of the Westside Water main.

Discussion: None

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

Opposed: None

Motion carried unanimously.

TRTAC Grant Fund Request – Calapooia Reflections Museum

City Manager, Gillham, reported this request is before Council as, if approved, the expenditure would be for this current fiscal year.

Councilor Meier questioned how the Mother and Daughter Tea Party would benefit or be related to tourism or bring in people to fill motel rooms. It doesn't appear that using tourism dollars to pay advertising costs of \$355.75 would pay for itself in room tax which is set at 5% of the room fees. Meier would like to see the tourism dollars saved for something big that may provide something more lasting for the City such as a convention center; something that would bring people in on a regular basis from outside of our area.

Councilor Egbert felt the tourism tax was established just for this type of local event; otherwise they may not be able to have such events.

Mayor Cameron commended Jo Barnes for sponsoring some of the smaller community events; she is out there doing things. She is advertising outside of town making Sutherlin known in other places.

Museum Director, Jo Barnes, reported she did not know how many of those attending would be coming from out of town or how many may be planning to stay overnight in a local motel. She will keep track of all attendees and report this data next year before making another like request. Barnes, did however, remind Council this was a fund-raiser for the museum which she believes will bring people into town in the future.

MOTION made by Councilor Boggs, seconded by Councilor Stone, to approve TRTAC recommendation for grant funds requested by Calapooia Reflections Museum in the amount of \$355.75 for a Mother/Daughter Tea on May 25th.

Discussion: None

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

Opposed: None

Motion carried unanimously.

Music/Movies in the Park

Staff report – City Manager reported this matter was discussed at the April 22nd meeting when the concept was presented to Council. Beginning in July, the Sutherlin Area Chamber of Commerce and Sutherlin Downtown Development Inc. will be organizing and executing a dual series of Movies in the Park for families and Music off Central. The Chamber has agreed to be the co-sponsor and provide the liability insurance for “Movies in the Park”. Sutherlin Downtown Development has agreed to be the co-sponsor for the music concerts. Both events are seeking a waiver of parks usage fees while the music event is seeking a waiver of alcohol prohibition. The City, as a co-sponsor would be asked to cover the liability for the music events. A schedule of movies and concerts was provided for council as part of their agenda packet. Jo Barnes has received sponsors to pay for the music concerts which are scheduled every Saturday between July 6th and September 14th with the exception of Blackberry and Rodeo weekends. Local Chiropractor, Adam Sarnoski, has purchased the movie equipment and secured family movies to be shown twice a month between July and September. Music concerts will take place on Saturday evenings between 6-9PM, with movies to start approximately 9PM.

MOTION made by Councilor Klassen, seconded by Councilor Boggs, waiving park usage fees for both Music and Movies in the Park while lifting alcohol prohibition for the music concerts, and agreeing to co-sponsor Music on Central by providing liability insurance for this event.

Discussion: Where will the stage be set up? ***On the new athletic field directly behind the fire station.***

DISCUSSION: None

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

Opposed: None

Motion carried unanimously.

Strategic Plan –

Staff Report – City Manager, Gillham, asked Council for clarity in regards to some of the ranked objectives which are titled “anomalies”. Three tiers of priorities were established through the recent Council voting at the April 22nd workshop. There were too many green or red dots placed for prioritization making it impossible for staff to ascertain as to whether this meant there was a strong majority of Council supporting or rejecting the objective or there may have been overuse of the dots by one or two members. Gillham announced the plan is close to being ready to be live on the city website.

Discussion points:

- What difference does it make how many dots were placed
- The way the voting was done does not assure consensus of the Council for these objectives
- Maybe the voting should just be thrown out; was not completed by the rules set forth

City Manager, Gillham, will reproduce the documents by either removing those staff driven/required objectives or by identifying them in some way they will not need to vote on. This will leave only those objectives not required to be completed for prioritization by Council. Council also requested Gillham remove any duplication of objectives.

REPORTS

Drug Paraphernalia

Staff Report – Police Chief, Sanfilippo, reported he would like to come back to Council with an ordinance that would prohibit the possession, manufacture, or delivery of drug paraphernalia for the use of a controlled substance. The City currently has no ordinance prohibiting this; if we choose to cite for this offense it must go through circuit court, not our own municipal court. The ordinance being proposed is patterned after the Model Drug Paraphernalia Act, which was originally drafted by the federal government and has served as the basis for state and local laws throughout the country. Adopting this ordinance would allow us to not only site for possession of illegal drugs but we could site for possession of drug paraphernalia at the same time and send both charges through our municipal court.

Questions:

Councilor Egbert questioned why we would want to sell any item confiscated but deemed not illegal; wouldn't we want to return it to the offender? ***No, there are many things/equipment used in manufacturing the illegal drugs such as lights; anything used for the intent of using or growing a controlled substance. If there is a legal purpose and it has value it could then be sold.***

Councilor Stone questioned if this ordinance would allow restrictions on retail businesses? ***Not unless the business is selling drugs. The paraphernalia they sell is presumably for tobacco use, not drugs.***

Consensus of Council was for Chief Sanfilippo to submit paraphernalia ordinance to be considered for first reading at the May 28th meeting.

CITY MANAGER UPDATE

Fords Pond

City Manager, Jerry Gillham, provided an update in the property negotiation to purchase the Fords Pond. The property owner has asked for additional time to obtain another appraisal for comparison purposes. Their Board of Directors has agreed to reduce their cost substantially which makes the possibility of purchase more likely.

CITY COUNCIL COMMENTS

Councilor Boggs –

- Reported he walked the new trail and the park area today looking for possible considerations for the Parks Committee. It looks really good; a great improvement for our citizens.

Councilor Egbert –

- Reported Take Care of Sutherlin Day this Saturday; requested picnic tables be placed back in the park for this event.

- Thanked City Staff completion of walkway between the parking lot and the Community Center.
- Has been seeing less and less street lights out; thanks to the police department.

Councilor Klassen –

- Community Service Group will be working with Clean up Sutherlin. They worked on the memorial last week and did a great job. This Saturday they will be planting flowers in barrels and tree planters. The dirt has been prepped so the actual planting should go pretty quickly. Cascade Community is providing a crew to help with the planting. Downtown Development will be doing some of the supervising and planting.
- Thanked the Garden Club for taking over the planning, providing, and caring of annuals at the community center. They have also agreed to water the downtown flowers one week in July.

Councilor McKnight -

- Thanked the Lions Club for the annual Mothers Day Breakfast; it was good as always.
- Questioned what major projects may have been identified for Take Care of Sutherlin Day? ***Dugouts have been washed down and will be painted; Trash will be picked up between Sutherlin and Oakland on State Street; Central Park playground cleanup, extra love to the Community Center (deep cleaning), and the usual weed pulling around town.***

Councilor Meier –

- Reported the new park area off the Red Rock Trail looks really nice; beautiful. Thanked Community Development Director, Dan Huff, and Finance Director, Ron Harker, for all their work in making this happen.

Mayor Cameron –

- Requested bushes around the train be pruned back so citizens can see event signs that will be displayed there.
- Has the City completed any weed spraying along Central? ***Yes, it was recently done all the way to the freeway.***
- Provided City Manager with a letter from LOC requesting a photo of the city.
- Referred to recent complaint from citizen on First Street regarding traffic matters.
- Requested staff schedule an executive session for the next council meeting to conduct performance evaluation of City Manager.
- Questioned a motion made by TRTAC requesting \$8,000 for SDDI; thought this was unusual and did not see an application. ***The intent is to create a theme and a brand for Sutherlin. Several requests were made of the TRTAC which will be coming up for approval through the Budget Review process. Councilor Meier felt this request should be through the Tourism not through SDDI as it improves the website.***
- Referred to 40-page explanation recently sent out by staff addressing how we got to where we are with the Red Rock Path. Cameron provided a synopsis of what he read in those documents. Talked about how he wanted to have informational meetings a long time ago before we even proceeded with the path. Thanked CDD, Huff, for providing the information.

PUBLIC COMMENT -

Michelle Sumner – Commented on the Fire Service proposals, reporting she has worked and lived with a volunteer department and has concerns with response time for medical assistance. She felt medical aid needs to be provided quickly. Since it is very important for citizens to understand what they will be voting for she would like the City to put together a one-page informational document that could be distributed; something people can read and consider

ahead of time before the election. **Councilor Meier agreed; we can't really put a price on someone's health and life.**

Josh Grotting/Justin Huntley –

High School Athletic Director and High School Principal presented Council with a formal letter from the Sutherlin School Board requesting City consider a ban on smoking on streets and sidewalks adjacent to School District property as was originally presented by Leadership Students at the April 22nd council meeting. They believe this is a warranted step considering the unique topography of Sutherlin High School and Middle School which has Fourth Street dividing their school buildings from their sports fields and the relative proximity of East and West Schools to the street. This is another step in protection of the children of Sutherlin from risks we know to be harmful to their health. **City Attorney, Chad Jacobs, believes this is something the City could consider; he will research the matter and bring back legal information for Council to consider.** Principal Huntley reported the school district would be willing to provide the necessary signage for such a ban.

Adjournment-

With no further business the meeting was adjourned at 10:00 PM.

Approved:

Jerry Gillham, City Manager

Respectfully submitted,

Vicki Luther, MMC
City Recorder

Denny Cameron, Mayor

APPROVED BY COUNCIL MAY 28, 2013