



CITY COUNCIL MEETING MINUTES

via Virtual Meeting

April 12, 2022 @ 6:30 p.m.

A. CALL TO ORDER Meeting called to order by Mayor Lepin at 6:30 p.m. He then introduced Councilor Mark Raum who was selected at the April 5, 2022 Special City Council meeting.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Mark Raum, and John Sullivan

Councilors Absent: Councilor Dave Harms

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; Kimberly Wollenburg, City Recorder; Matt Straite, Community Development Director

Presenters: Sheriff Michelle Duncan, Linn County Sheriff's Office
Sergeant Ryan Hardy, Linn County Sheriff's Office
Chief Shane Wooten, Albany Fire Department

D. CHANGES AND ADDITIONS TO THE AGENDA

E. CONSENT AGENDA

- 1) Approval of March 8, 2022, City Council Meeting Minutes
- 2) Acceptance of City Accounts Payable Report

Action: **Motion to approve Consent Agenda as revised and discussed made by Councilor John Sullivan; seconded by Councilor Scott Cowan.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Aye

Councilor Mark Raum: Aye

Councilor John Sullivan: Aye

Motion PASSED: 4/0

F. GUEST PRESENTATIONS

- 1) Linn County Sheriff's Office Monthly Report

Sheriff Michelle Duncan introduced Sergeant Ryan Hardy who was present to address the request on the use of use of Jake brakes in the City. The Sheriff shared Sergeant Hardy had expert knowledge in the area from his time as a commercial vehicle inspector. Regarding enforcement on the use of Jake brakes he noted that there is a federal law that deregulates motor carrier traffic and places limits on cities enacting restrictions, such as those on the use of Jake brakes. He went on to say that Jake brakes are considered a safety system not an emergency system so enforcement of ordinances limiting their use are prohibited. Sheriff Duncan further shared

that many current rules enacted by cities cannot be enforced because of the regulations on the books by the State statute. Sheriff Duncan suggested signs that ask people to slow down could be effective.

Sheriff Duncan then reviewed the March 2022 monthly report. She next provided an update on activities at LSCO and spoke about enacted legislation that will provide challenges for deputies regarding traffic enforcement. She also shared with Council about the recruitment and staffing of new deputies to replace the ones who left.

2) Albany Fire Department Quarterly Report

Fire Chief Shane Wooten reviewed the first quarter report for 2022. He provided details regarding the various calls, including giving Councilor Mark Raum some information about calls involving medical incidents. He reminded Council that starting July 1, 2022, Albany Fire Department will be providing Ambulance and FireMed services to those residents currently receiving service from Jefferson Fire Department. He said a flyer will be going out to those who have FireMed subscriptions on how they will be handled with the move. He next spoke about their continuing regulations regarding masking and other issues for Covid. He explained about the Community Assistance Fund and the two fundraiser events held by the Fire Department, including the upcoming Cornhole Tournament scheduled for June 4th at the Millersburg Park. He thanked the City of Millersburg for the fire station and providing a place where Albany Fire Department can serve the community.

Mayor Lepin shared that he gets a lot of positive input from residents about the services the Albany Fire Department provides. He next asked what triggers a fire and life safety evaluation. Chief Wooten explained that usually they visit facilities on a regular basis but not too often that businesses feel harassed. He noted that complaint-driven inspections take priority. City Manager Kreitman pointed out that AFD statistics showed more than five inspections were completed and the reported total number was incorrect.

G. PUBLIC COMMENT

- 1) Duane Liner, 3057 Millersburg Drive, explained his request that the stormwater CIP project for Crooks Creek improvements remain on the project list and asked that it be moved forward and implemented. Mayor Lepin shared that he stood in the driveway which is now owned by Mr. Liner during a major storm event and provided his personal opinion and observations. He believes the driveway was built across a natural drainage area and that one of the key issues is that the City does not own the property so the City doesn't own the issue. Mr. Liner then asked why the project is a capital improvement project when the City is saying it's not a City issue. Mayor Lepin shared that the project was anticipated prior to having the work done on the Storm Water Master Plan. Assistant City Manager/City Engineer Booth explained how the project got into the CIP and what has changed since then. City Manager Kreitman shared that one of the issues that has been noted with the previous owner was that one of the culverts appears to be failing and should be addressed from a safety issue to insure emergency services access.

- 2) Staci Rubesh, representing South Albany High Schools Senior All Night Drug & Alcohol-Free Party, briefly spoke asking the Council to consider a donation request. She was asked to complete and submit an outside agency request form for consideration during the budgeting process, and will return for the April 26, 2022 Budget Committee meeting.

H. COUNCIL MEMBER AND STAFF COMMENTS

- 1) Mayor Lepin provided a report on the Events Planning Committee planning for the Millersburg Celebration in September.

I. CITY MANAGER'S REPORT

- 1) Fire Station Project Report

Assistant City Manager/City Engineer Booth reviewed a number of items accomplished within the last month, including the installation of ceilings, tiled walls, the overhead doors, and the delivery of appliances. In addition, she reviewed the project budget and current change orders and that the completion date is still scheduled for the end of June 2022.

Councilor Cowan asked about the house and the outbuildings on the City property near the new fire station. City Manager Kreitman shared that Wildish is unable to do the work and the plan is to seek bids for the project to be put into the budget.

City Manager Kreitman mentioned the ribbon-cutting ceremony and inquired of Council who they might like to invite to the ceremony. Council and staff, including Chief Wooten, had some suggestions.

Assistant City Manager/City Engineer Booth shared with the Council that North Santiam Paving is asking on behalf of their supplier to see if the City will share costs associated with escalation of asphalt prices. Mayor Lepin asked if the discussions of costs has been respectful and staff shared that it was. Mayor Lepin then asked how it will impact the budget. City Manager Kreitman noted that would need to be determined. Councilor Sullivan shared that he needs to know where the City is with the budget before he could decide. After discussion, the Council agreed to have staff bring more information to a future meeting.

- 2) Project Updates

Assistant City Manager/City Engineer Booth provided an update regarding the preparation of the new CIP used in the budget process.

- 3) Caselle Update – YTD Budget Review

City Manager Kreitman reviewed the Caselle Connect Online dashboard for City finances and provided information on some of the line items.

J. CITY ATTORNEY'S REPORT

None

K. UNFINISHED BUSINESS

None

L. NEW BUSINESS

1) Audit Agreement – Verbal Report

City Manager Kreitman reviewed the staff report.

Action: **Motion to allow staff to execute a one-year agreement with auto-renewal clauses with Grove Mueller made by Councilor John Sullivan; seconded by Councilor Scott Cowan.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Aye

Councilor Mark Raum: Aye

Councilor John Sullivan: Aye

Motion PASSED: 4/0

2) Appointment of Budget Committee Member(s)

City Manager Kreitman spoke about a candidate, Talley Richardson, for the Budget Committee

Action: **Motion to appoint Talley Richardson to the Budget Committee to fill the remainder of the position vacated by Councilor Mark Raum made by Councilor Scott Cowan; seconded by Councilor John Sullivan.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Aye

Councilor Mark Raum: Aye

Councilor John Sullivan: Aye

Motion PASSED: 4/0

3) COVID Relief Funds and Use – Resolution 2022-04

Assistant City Manager/City Engineer Booth reviewed the staff report noting the increase in funds and the need to adopt a resolution for the expenditure of the additional funds.

Action: **Motion to adopt Resolution 2022-04 made by Councilor Marl Raum; seconded by Councilor John Sullivan.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Aye

Councilor Mark Raum: Aye

Councilor John Sullivan: Aye

Motion PASSED: 4/0

4) Fluoride – Verbal Report

Assistant City Manager/City Engineer Booth reviewed the staff report about Albany's possible removal of fluoride.

Action: **Staff received direction from the Council to draft a letter to the City of Albany about the impacts on Millersburg.**

5) Millersburg Cemetery Update – Verbal Report

Community Development Director Straite provided an update to the Council regarding potential improvements to the Miller Cemetery. City Manager Kreitman provided background and history to previous ownership

of the cemetery. Councilor Cowan thinks it would be nice for there to be some historical information about the cemetery.

Action: **Council supports staff moving forward with the property line adjustments.**

6) Alexander Lane Property Acquisition for Future Road Alignment – Verbal Report

Community Development Director Straite gave a presentation regarding council consideration of property acquisition to allow for a potential future road to align with NE Obsidian Avenue. To accomplish this the purchaser of the property was asked if there was any interest in selling a piece of the property to allow for a road required for future development to be aligned with NE Obsidian. Assistant City Manager/City Engineer Booth spoke in more detail regarding potential compensation options for the property owner and the City by offset of connection charges.

Action: **Council supports staff to pursuing acquisition of property off Alexander Lane to allow for provide for alignment of a future road.**

M. CLOSING PUBLIC COMMENT

None

N. CLOSING COUNCIL COMMENT

- 1) Mayor Lepin discussed having a recognition for former Councilor Scott McPhee at the May 2022 meeting.

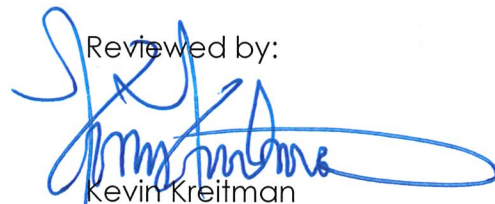
O. ADJOURNMENT Mayor Lepin adjourned the regular meeting at 8:30 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

