



CITY COUNCIL WORK SESSION MINUTES

Millersburg City Hall
via Virtual Meeting
May 26, 2020 @ 4:00 p.m.

A. CALL TO ORDER Mayor Lepin called meeting to order at 4:02 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, John Sullivan

Councilors Absent: Councilor Dave Harms arrived at 4:32 p.m.

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

Presenters: Deb Galardi, Galardi Consulting Group

C. WORK SESSION ITEMS

- 1) System Development Charges (SDCs) – Presentation and Discussion
- 2) Assistant City Manager/City Engineer Booth opened then introduced Deb Galardi of Galardi Consulting Group who gave a PowerPoint presentation (attached to minutes) to provide an update as to what changed since presenting the previous draft of the proposed System Development Charges methodology.

Councilor McPhee asked if Parks SDCs were discussed. Assistant City Manager/City Engineer Booth confirmed they were but nothing firmly and further discussions can be had before the methodology is adopted. Mayor Lepin asked if the City had received feedback from builders. Assistant City Manager/City Engineer Booth confirmed that the City had not.

Mayor Lepin then asked about industrial. Ms. Galardi said there are different scaling systems for each system. Water is meter size. There was some discussion regarding the SDC charge for Accessory Dwelling Units (ADUs).

Councilor Cowan asked about the time frame with respect to whether the increases are phased in or the max is applied at one time. He asked when the last time there was an increase. Assistant City Manager/City Engineer Booth said 2008. He then asked about how we'd want to increase in 5 years. Ms. Galardi recommended annual increases based on inflationary factors which is allowable under ORS without a full hearing. She further outlined various points at which charges can be increased as needed and what type of action would be required to adopt. Councilor Cowan said he supports the implementation of the max allowable amount versus phasing to get the City where it needs to be since the City is already behind. This was supported by the entire Council

In addition, the Council supported continuing to move forward with the recommended timeline. Assistant City Manager/City Engineer Booth confirmed the public hearing will be June 10 for adoption at the July City Council meeting.

3) Water and Sewer Rates – Presentation and Discussion

Assistant City Manager/City Engineer Booth introduced then turned over presentation to Ms. Galardi. The changes/increases in industrial user accounts was discussed in detail, including the proposed timeline for the increases.

Mayor Lepin recessed the meeting for 3-minutes at 5:14 p.m.

4) Donation Request Discussion

Assistant City Manager/City Engineer Booth discussed the Donation/Sponsorship checklist, and the Council reviewed the checklist against the submitted requests for FY 2020-2021. The Council evaluated each donation against the checklist with some direction provided to each as to how the funds fit within the City goals. There was also some discussion regarding the checklist and criteria with recommendations for changes for next year. Ultimately, the Council concurred with the approval of the donations, with conditions, as previously approved by the Budget Committee.

D. CLOSING PUBLIC COMMENT

No public present.

E. CLOSING COUNCIL COMMENT

None

F. ADJOURNMENT. Meeting adjourned at 9:11 p.m.

Note: Council may adjourn to executive session in accordance with ORS 192.660.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

Upcoming Meetings & Events:

May 19, 2020 @ 6:00 p.m. – Planning Commission Public Hearing

May 26, 2020 @ 4:00 p.m. – City Council Work Session

June 9, 2020 @ 6:30 p.m. – City Council Meeting & Public Hearing

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.