



Approved at the February 10, 2020 City Council Meeting

January 14, 2020 City Council Meeting Minutes

Millersburg City Hall
4222 NE Old Salem Road
Albany OR 97321
6:30 p.m.

A. CALL TO ORDER: Called to order by Mayor Lepin at 6:36 p.m.

B. ROLL CALL

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

Councilors Absent: None

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

Presenters: Linn County Sheriff's Office – Patrol Sergeant Brandon Fountain
Albany Fire Chief – Shane Wooten

C. PLEDGE OF ALLEGIANCE

D. CHANGES AND ADDITIONS TO THE AGENDA

Mayor Lepin noted revisions to order of items and clarified items on the agenda, including the process during public comment.

E. CONSENT AGENDA

- 1) Approval of November 12, 2019 City Council Meeting Minutes
- 2) Approval of November 21, 2019 Special City Council Meeting Minutes
- 3) Acceptance of Council Approval Report for City Bills

Action: **Motion to Accept Consent Agenda made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

F. GUEST PRESENTATIONS

- 1) Linn County Sheriff's Office Report
Patrol Sergeant Brandon Fountain, LCSO, reviewed December's LCSO report. Mayor Lepin spoke about a conversation he had with Lieutenant Michelle Duncan regarding fireworks. He noted that she confirmed that if a resident is willing to sign a citation and note he/she would go to court if needed, LCSO can address fireworks complaints. Otherwise, LCSO has to catch someone

violating which is often the case. At the end, there followed some discussion regarding the number and situation around lift assists.

- 2) Albany Fire Department Quarterly Report
Shane Wooten, Albany Fire Department Chief, provided the quarterly report for October-December 2019. The report provided by Chief Wooten is attached to these minutes.

G. PUBLIC COMMENT

- 1) Don Miller, Millersburg Drive, thanked the staff and Council for bringing the City into the new century with advancements in technology and other improvements in City Hall. He also thanked Councilor John Sullivan for his company's street sweeping around the City.

H. COUNCIL MEMBER AND STAFF COMMENTS

- 1) Mayor – Funding Economic Development
Mayor Lepin went over the results of a meeting with Albany and AMEDEC and a discussion around sunseting AMEDEC. He spoke about another group that will develop a new economic development organization with the intermodal project being the nucleus. He is asking Council to continue to support AMEDEC as long as it's going in a direction the Council can support.

After the motion, there was some discussion regarding the time frame set to have things done by June 2020. Council asked staff to note the timeline. The Mayor agreed to keep the Council updated on progress. In addition, Council discussed, and it was agreed by the Council, to add a progress discussion to December 2020's meeting agenda.

Action: **Motion of Millersburg's City Council to Support AMEDEC Assuming AMEDEC Continues to go into a Millersburg City Council Agreeable Direction made by Councilor Dave Harms; seconded by Councilor John Sullivan.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

I. CITY MANAGER'S REPORT

- 1) Project Updates
City Manager Kreitman and Assistant City Manager/City Engineer Booth went over the project updates staff report, discussing various projects. City Manager Kreitman specifically noted staff was getting ready to go out for a request for qualifications on the Millersburg Fire Station. There followed discussion regarding the proposed site.

Mayor Lepin asked about an emergency response plan for the City. City Manager Kreitman noted that the City was somewhat unique in that emergency responses are covered by Linn County and Albany Fire and the utilities by the City of Albany. He noted discussions he had, and would continue to have, with the various agencies.

Councilor McPhee would like to see the plan for Zuhlke Lane added to the list and have discussions with staff and residents in that area.

City Manager Kreitman spoke about the City's rental house and discussions regarding its future, including allowing AFD to use for a training burn. However, he noted there are two trees that could be damaged from the heat of the fire and that the trees may not recover. He asked what the Council would like to see happen, and if they were still interested in allowing the rental house as a training burn. There was some lengthy discussion regarding options.

Action: **Motion for the City Manager and City Attorney to Prepare a Request for Quotes for the Sale or Auction of the City's Rental House made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

J. CITY ATTORNEY'S REPORT

1) Open Public Meetings & Records Review

City Attorney Reid reviewed the Open Public Meetings and Record document and charged City Recorder Wollenburg to gather signed documents from each Council member.

K. UNFINISHED BUSINESS

None

L. NEW BUSINESS

1) Sewer Rate Increase

Assistant City Manager/City Engineer Booth went over the staff report and gave a brief presentation on the history of sewer rate increases.

Action: **Motion to Approve Resolution 2020-01 made by Councilor**

Dave Harms; seconded by Councilor Scott Cowan.

Resolution 2020-01

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

2) Council Procedure Rules (Discussion)

Due to weather concerns, the Council decided to postpone the discussion on the proposed rules, and will discuss them at the January worksession.

M. CLOSING PUBLIC COMMENT

None

N. CLOSING COUNCIL COMMENT

- 1) Councilor McPhee asked about the ambulance service area. City Manager Kreitman said he asked Chief Wooten (AFD) to bring in some data. However, City Manager Kreitman said they have to essentially start the process again.

O. ADJOURNMENT

Meeting adjourned at 8:05 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

Upcoming Meetings & Events:

January 23, 2020 @ 6:00 p.m. – Planning Commission Meeting

January 28, 2020 @ 4:00 p.m. – City Council Work Session