

**MILLERSBURG CITY COUNCIL  
FEBRUARY 9, 2016**

PRESENT: Councilors Scott Cowan, Darrin Lane, Jim Lepin, Lisa Metz-Dittmer, Mayor Clayton Wood, City Attorney Forrest Reid, City Engineer Janelle Booth, City Planner Don Driscoll, City Administrator/Recorder Barbara Castillo

The Millersburg City Council was called to order at 7:30 p.m. The Pledge of Allegiance was said.

**MINUTES OF JANUARY 12, 2016**

*Darrin Lane moved, seconded by Lisa Metz-Dittmer to approve the minutes of January 12, 2016.* The motion passed unanimously.

**STRATEGIC PLAN UPDATE**

Jim Lepin reported that twenty people returned the Strategic Plan survey which came to 61 entries for ideas. The Strategic Planning group met February 5<sup>th</sup> with 15 people in attendance. The group reviewed about half of the information that had been received. That information will be put into categories at the next meeting. The group will meet the first and third Tuesday of each month. No surveys were returned from any businesses or industries.

**MASTER SEWER PLAN**

Janelle Booth told the council the flow monitoring will go through the end of February. They used Albany's rain gauges. There was a discrepancy in the data collected between the rain gauge at the Waste Water Treatment Plant and the one at the Morningstar lift station. In order to have the correct data, we need to have the gauge calibrated at a cost of \$400 which is less than it would have been to install a rain gauge. They don't have the costs for the lift stations yet because they are trying to figure out the construction timing on getting the pumps and to make sure we can actually construct it this summer.

**CROSSWALK ON ALEXANDER LANE**

Janelle Booth said the design for the crosswalk on Alexander Lane is done, but they have to figure out how to get it built. Booth said the city is not required to go out for bid, but can get three informally solicited quotes. The location of the crosswalk is just west of Umpqua and east of where the on-street parking in front of the park ends. There could be potential impacts of the sign to the property owner just east of the park.

Darrin Lane said the city could be the general contractor with CH2M overseeing everything.

Janelle Booth was directed to come back in March with enough details of the Alexander Lane crosswalk to approve it and get it built.

**JANUARY 2016 LINN COUNTY SHERIFF'S REPORT**

Lt. Michelle Duncan reported there were 3 traffic warnings and 35 complaints investigated for the month of January by the Linn County Sheriff's office. There were 107.5 hours spent in Millersburg with 4.5 of them on traffic patrol.

Sheriff Bruce Riley said they had restructured what they do internally in regards to communicating with the contract cities. Sheriff Riley asked the council if the communication has improved and was told that it was greatly improved.

Sheriff Riley invited the council and citizens to participate in the Citizen Academy. This is an eleven week class that showcases their office and what they do. It starts April 5<sup>th</sup> from 6-9 and is every Tuesday.

Sheriff Riley also told the council the timing right now for the City to contract for either an additional full time deputy or part of a deputy's time is not good. They have 4-5 openings for patrol and have new hires coming on and new hires in training. Sheriff Riley suggested having Millersburg determine exactly how much coverage you want and then have a discussion next year. To have 24 hour coverage would equal between 3 and 4 people working.

### **FARM LEASE**

Forrest Reid explained to the council that the Farm Lease between the City of Millersburg and Paul Kuehne of Creekside Valley Farms expires 9/15/16 unless it is renewed. The lease period is for 9/14/2016 through 9/15/2017. This lease is for four parcels of land totaling 167 acres. The City currently receives \$260 an acre for a total of \$53,420 annually. Mr. Kuehne is interested in renewing the lease and wants to plant perennial grass. Kuehne would agree to a "Hold Harmless" clause to the agreement so if we allow perineal planting and he is not awarded the bid next year, he will accept that risk.

The 56 acre fifth parcel located west of the tracks was donated to the City. The City assumed that contract at \$178 an acre for \$10,000 per year. That contract runs out 9/15/17.

*Scott Cowan moved, seconded by Lisa Metz-Dittmer to renew for another year the farm lease with Paul Kuehne for the four parcels of land at \$260 per acre, and to approve the planting of perennial grass with a hold harmless clause. The lease will expire 9/15/17.* The motion passed unanimously.

Darrin Lane told Mr. Kuehne that he would like his equipment operators to clean off the roads right away if they dragged dirt clogs etc. onto the road and into the bike lanes.

### **RESOLUTION APPROVING EXTENDED PROPERTY TAX ABATEMENT FOR TRYECO LLC**

*Lisa Metz-Dittmer moved, seconded by Jim Lepin to approve Resolution 2016-1 which is A RESOLUTION APPROVING AN EXTENDED PROPERTY TAX ABATEMENT AGREEMENT BETWEEN THE CITY OF ALBANY, A COSPONSOR OF THE SOUTH SANTIAM ENTERPRISE ZONE AND TRYECO LLC.* The motion passed unanimously.

### **SDC 309 LISTS**

The City reviewed the City's SDC 309 lists for both the Street and Park SDC's. No additions or deletions were made.

## **NEW PARKS**

Scott Cowan said we don't really have a trigger to designate a park area when the subdivisions are developed. The time to request property for a park is during the approval process for the developer. The developer of a subdivision has the option of donating 6% of the total area of the subdivision to the city for a park or paying the Park SDC fees of \$1,200 per lot at the time the building permit is issued.

The council discussed coming up with a Park Plan. Jim Lepin said that could be a part of the Strategic Plan.

## **STREET LIGHTING**

The Council discussed the need for new street lights along Old Salem Road, especially at the north end of town near the interchange. Darrin Lane said there is an informal park and ride just east of the interchange, and the city might be able to get ODOT to agree to put in a street light at that location. Lane said that Linn County would allow street lights where ever the city would like them along Old Salem Road.

The council also discussed changing out the street lights to LED lights. The city will ask Pacific Power to get a cost estimate for this, but in the meantime, we might be able to change out the lights to brighter ones.

## **BRIDGE ON OLD SALEM ROAD**

The bridge across Old Salem Road just north of ATI's entrance will be replaced in August 2016. The city has a 20" water line and an 8" water line in that area. Janelle Booth said the 20" main is buried and farther away and won't be impacted by this project with the Linn County Road Department protecting it during construction. The 8" ductile iron water line is live and tied into the 20" main on the south side of the bridge Booth said she will get the history of this water line to determine what needs to be done with it. The City of Millersburg will be responsible for paying for the cost of relocating the water line out of the way of the bridge work.

## **PROPOSED CHARTER CHANGE**

Millersburg citizens Craig Ziegenhagel and Don Miller presented a proposed change to the Millersburg City Charter regarding term limits and residency for the City Council; term limits and residency and voting for Mayor; and a proposed policy on term limits and residency for Volunteer Citizen's on Committees.

Highlights of the proposed charter change are the term limits where it states, "Counselors shall be elected to and shall serve no more than two consecutive (2), four (4) year terms in office. A total of eight (8) consecutive years. In the event a counselor is appointed to a term due to a vacancy, if that vacant term is less than 50% completed, then that term shall count as one full term in office. If the vacant term is greater than 50% completed, that partial term will not be counted for the purpose of term limits.

Another proposed change to the city charter is that the Mayor will be elected by the citizens at an election and not elected by the council.

Darrin Lane said he would not like to have the Council decide on this issue, but would want to send it to the voters.

The Council directed Forrest Reid to let them know what the process is for this request.

### **BILLS OF THE CITY**

*Lisa Metz-Dittmer moved, seconded by Jim Lepin to approve the bills of the city.* The motion passed.

### **LITTER**

Barbara Castillo reported that she directed city maintenance staff to clean up all the litter on Old Salem Road. They filled the dumpster at the park with over 12 bags of litter consisting of soiled diapers, vodka bottles, syringes, car parts, plain old litter, and almost a truck load of cardboard, Styrofoam etc.

Darrin Lane pointed out that the city does have the Linn County Inmate Work Crew available for that type of work.

### **ALCOHOL AT THE PARK**

Craig Ziegenhagel asked the Council if they have ever considered having a No Alcohol rule at the park. He said the baseball group leaves beer bottles and cans after the games. There was a fist fight in the park after a group rented the shelter and consumed alcohol. No action was taken on the request.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Barbara Castillo  
City Administrator/Recorder