



**CITY OF MILLERSBURG
CITY COUNCIL MEETING MINUTES**

Held Virtually
November 10, 2020 @ 6:30 p.m.

- A. CALL TO ORDER Mayor Lepin called the meeting to order at 6:31 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 – Sergeant Ryan Keyes
Republic Services – Julie Jackson
- C. CHANGES AND ADDITIONS TO THE AGENDA
1) Moved up the discussion of the Millersburg Celebration of Lights to fall under presentations.
- D. CONSENT AGENDA
1) Approval of November 10, 2020 City Council Meeting Minutes
2) Acceptance of Report on City Accounts Payable
Action: **Motion to Accept Consent Agenda made by Councilor Scott McPhee; 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
- E. PRESENTATIONS
1) Linn County Sheriff's Office Monthly Report
Sergeant Ryan Keys reviewed the October 2020 monthly report. Sergeant Keys specifically noted the number of fender benders at Love's. City Manager Kreitman pointed out the number of speed checks LCSO had done in October.
2) Millersburg Celebration of Lights – Mayor Lepin and Jenny Wolfenbarger
Mayor Lepin provided an introduction then asked for Events Planning Committee chair Jenny Wolfenbarger to give a brief update on the planning efforts. Chair Wolfenbarger answered some questions from the Council regarding the events. Mayor Lepin spoke about the funds that were not

expended in 2020 due to COVID and what Council would be willing to spend on the events this fiscal year. City Manager Kreitman gave some information on possibilities for lighting and support from Pacific Power in the amount of \$1000. There was a lot of discussion regarding what light decorations to purchase and how much to spend. There was additional discussion regarding the \$30,000 in the budget for the Celebration and that the Celebration didn't happen in 2020 so the funds are available. The estimated cost for lights and light displays is around \$17,000. The Council also agreed to have some kind of float inside the parade.

Action: **Motion for the Approval for the City to Spend up to \$17,000 for the Purchase of a Lighted Train, Snowman, Santa Claus, and Lights for the Trees at City Hall made by Councilor John Sullivan; seconded by Councilor Dave Harms.**

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. PUBLIC COMMENT

None

G. COUNCIL MEMBER AND STAFF COMMENTS

H. CITY MANAGER'S REPORT

1) Project Updates

City Manager Kreitman and Assistant City Manager/City Engineer Booth reviewed projects and items noted in the Projects Update staff report and task list.

2) Republic Services – Julie Jackson

Julie Jackson, Republic Services, discussed the need for the proposed \$15.00 contamination fee to be imposed when trash is put into the recyclable or yard debris carts. The Council asked questions regarding the circumstances for the application of the fee and how it would be determined. There was also question about having the yard debris picked up on a weekly basis. Councilor Cowan asked about a report in six months to see how many residents have been charged the fee. There was some additional discussion of adding weekly yard debris picked up at an extra \$2.00 per month and the fact that Republic Services picks up Christmas trees annually.

3) Fire Station Project Update

City Manager Kreitman and Assistant City Manager/City Engineer Booth provided an update regarding the fire station design and the status of the project. Lengthy discussion followed regarding an increase in cost for the project based on an increase in the size of the fire station from what was originally estimated. Several members of the Council expressed some

concern regarding costs and requested a strong focus on establishing a construction budget and remaining as close to it as possible. City Manager Kreitman reminded the Council the funding is available in the City's reserves.

I. CITY ATTORNEY'S REPORT

None

J. UNFINISHED BUSINESS

1) Water and Sewer Rates Update

Assistant City Manager/City Engineer Booth gave a presentation on the revised rate structure for water and sewer, the timeline for the structure change for billing, and the timeline for the rate changes, including the rate increase schedule for water and sewer through 2026. Millersburg resident, Ron Post, asked questions about the proposed for sewer rate increases and recommended that in the presentation to the public, staff address why this is needed, as the increases on sewer seems really high. City Manager Kreitman noted that the City went a number of years without any increases despite passing a resolution years ago that was never fully implemented.

K. NEW BUSINESS

1) Consideration of Republic Services Recycling and Yard Debris Contamination Fee – Resolution 2020-19

Discussed under City Manager's report, item #2.

Action: **Motion for the Adoption of Resolution 2020-19 for the Addition of a Fee for Recycling or Yard Debris Carts that are Contaminated with Non-Recyclable Material made by Councilor Scott Cowan; seconded by Councilor John Sullivan.** Resolution 2020-19

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: No
Councilor Scott McPhee: No
Councilor John Sullivan: Aye

Motion PASSED: 3/2

2) City of Lebanon Emergency Biosolids Hauling Intergovernmental Agreement – Resolution 2020-20

City Manager Kreitman reviewed the staff report and the specifics of the request and agreement.

Action: **Motion for the Adoption of Resolution 2020-20 Authorizing the Execution of an Intergovernmental Agreement with the City of Lebanon for Emergency Biosolids made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.** Resolution 2020-20

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

Motion PASSED: 5/0

3) AeroClave Decontamination Unit Purchase

City Manager Kreitman reviewed the staff report and details regarding the request for the purchase and its use.

Action: **Motion for the Approval of the Purchase of an AeroClave RDS 6610 with Identified Accessories under the GSA Advantage Cooperative Purchasing Program made by Councilor Cowan; seconded by Councilor 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

L. CLOSING PUBLIC COMMENT

None

M. CLOSING COUNCIL COMMENT

- 1) Mayor Lepin congratulated Councilors Dave Harms, Scott McPhee, and John Sullivan for being re-elected. Councilor Cowan congratulated them and thanked them for stepping forward.

N. ADJOURNMENT

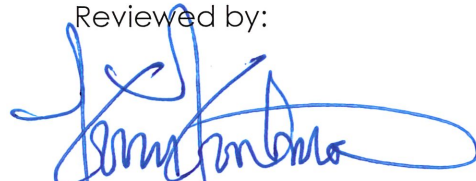
Meeting adjourned at 9:33 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

Upcoming Meetings & Events:

November 17, 2020 @ 6:30 p.m. – Planning Commission Meeting (tentative)

November 24, 2020 @ 4:00 p.m. – City Council Work Session (tentative)