



CITY COUNCIL MEETING & PUBLIC HEARING

Electronic Meeting

February 9, 2021 @ 6:30 p.m.

A. CALL TO ORDER Meeting called to order by Mayor Lepin 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 Sergeant Beth Miller
Deb Galardi, Galardi Rothstein Group

C. CHANGES AND ADDITIONS TO THE AGENDA

D. CONSENT AGENDA

- 1) Approval of January 12, 2021 City Council Meeting Minutes
- 2) Acceptance of Report on City Accounts Payable

Action: **Motion to Accept Consent Agenda as Presented made by Councilor Scott Cowan; 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. GUEST PRESENTATIONS

- 1) Linn County Sheriff's Office Monthly Report

Sergeant Beth Miller reviewed the January 2021 monthly report. Sergeant Miller specifically referenced the increase theft of catalytic converters and said this was common within the County. She also noted three Millersburg residents reporting of fraudulent unemployment claims being filed under their names with the Oregon Unemployment Division.

F. PUBLIC COMMENT

- 1) Kevin and Laurie Hackstedt asked about the status of constructing a sidewalk on Woods Road – if there is an upcoming project for that. Assistant City Manager/City Engineer Booth shared our Capital Improvements Program includes a proposed future multi-use path along Woods Road, from Alexander Lane to Sonora Dr.

Laurie Hackstedt spoke about the speeding on Alexander Lane near Woods Road and noted that it seems people do better in 25 mph zones and asked if Alexander Lane speed could be lowered. Councilor Cowan shared that years ago, the Council tried to have the speed reduced to 25 but learned there is an extensive and detailed process to have the speed reduced. Booth said the process has changed and recommends that we wait to see how traffic is affected by the new development then evaluate making changes

Mayor Lepin opened the public hearing at 6:47 p.m. Then reviewed the purpose of the public hearing and the process for commenting.

G. PUBLIC HEARING – Water and Sewer Rates

Assistant City Manager/City Engineer Booth gave a brief presentation on the proposed revisions to the water and sewer rates. There was some discussion regarding rates and issues with FOG and disposable wipes in system.

There was no comment from public.

Mayor Lepin closed the public hearing at 7:16 p.m.

H. COUNCIL MEMBER AND STAFF COMMENTS

None

I. CITY MANAGER'S REPORT

1) Project Updates

Assistant City Manager/City Engineer Booth reviewed the project updates memo. She reviewed the key dates for the Fire Station project bidding, award, and notice to proceed. She also spoke about the upcoming public hearing on February 16 for exemption to the competitive bidding project.

City Manager Kreitman spoke about the request from Mary Klages, the first mayor of Millersburg, family about the possibility of having a park bench installed near the playground in dedication of her service and her 80th birthday. After discussion, the Council agreed to have the City purchase the bench, with the family providing the concrete pad for installation and engraving of the bench.

J. CITY ATTORNEY'S REPORT

None

K. UNFINISHED BUSINESS

None

L. NEW BUSINESS

1) OMI DRC Contract

City Manager Kreitman and Assistant City Manager/City Engineer Booth reviewed the need for the amendment and explained the need for the change.

Action: **Motion for the Approval of Amendment 4 and Authorization for the City Manager to Sign Amendment 4 to the Professional Services Agreement with OMI 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

2) CH2M (Jacobs) Contract Amendment

Assistant City Manager/City Engineer Booth reviewed the background behind the request for the contract amendment to allow the City to have continuing support for ongoing projects

Action: **Motion for the Approval of and Authorization for the City Manager to Sign Amendment 12 to the CH2M Hill, Inc. Contract for Professional Services 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

3) Galardi Rothstein Group Contract Amendment – Parks SDCs

Assistant City Manager/City Engineer Booth reminded Council the parks SDCs were not included in the recent rates and SDC study because the parks master plan had not been completed. Mayor Lepin asked if there was a timeline for the study. City Manager Kreitman said staff will need to have a discussion with Council on a few items which will determine the study timeline. Ms. Galardi spoke about the process for the study then timeline for when the study can be approved once it's ready.

Action: **Motion for the Approval of the Parks SDC Study Proposal with Galardi Rothstein Group and Authorize the City Manager to Enter into a Contract Amendment with Galardi Rothstein Group for said Services made by Councilor Cowan; seconded by Councilor 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

4) Health Insurance – Information Only

City Manager Kreitman provided Council with information regarding the upcoming medical insurance benefits renewal and some of the impacts noting the increases were below expectations and the funds budgeted.

5) YMCA Facility Discussion

City Manager Kreitman provided background to the YMCA request for consideration of city participation in the development of a facility in Millersburg. Staff shared the discussion that has taken place and the interest in locating a facility on the property currently occupied by our temporary fire station.

Action: **Motion to Direct the City Manager to Continue Working with YMCA Leadership to Support Development if Project Funding can be secured, and will**

Commit to Negotiate Potential Lease Language for City Property on the South Side of Conser Road for Council Consideration made by Councilor Harms; 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

M. CLOSING PUBLIC COMMENT

N. CLOSING COUNCIL COMMENT

1) Councilor Cowan let the Council know he would be joining his first Events Planning Committee meeting this coming Thursday.

O. ADJOURNMENT Mayor Lepin adjourned the meeting at 8:35 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

Upcoming Meetings & Events:

February 16, 2021 @ 5:00 p.m. – Special City Council Meeting