



## CITY COUNCIL MEETING & PUBLIC HEARING MINUTES

June 8, 2021 @ 6:30 p.m.

- A. CALL TO ORDER Meeting called to order by Mayor Lepin at 6:32 p.m.
- B. ROLL CALL  
Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, John Sullivan  
Councilors Absent: Councilor McPhee arrived late.  
Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; Kimberly Wollenburg, City Recorder  
Presenters: Sergeant Beth Miller, Linn County Sheriff's Office
- C. CHANGES AND ADDITIONS TO THE AGENDA  
Albany Fire Department's Quarterly report is due next month so will not be presented.
- D. CONSENT AGENDA  
1) Approval of May 11, 2021 City Council Meeting & Public Hearing Minutes  
2) Approval of May 25, 2021 City Council Work Session Minutes  
Action: **Motion to Accept Consent Agenda as Presented made by Councilor Sullivan; seconded by Councilor Cowan.**  
**Mayor Jim Lepin: Aye**  
**Councilor Scott Cowan: Aye**  
**Councilor Dave Harms: Aye**  
**Councilor Scott McPhee: Absent**  
**Councilor John Sullivan: Aye**  
Motion PASSED: 4/0
- E. GUEST PRESENTATIONS  
1) Linn County Sheriff's Office Monthly Report  
Captain Michelle Duncan reviewed the May 2021 monthly report and provided an update to Council regarding the shooting in Millersburg noting there has been an arrest of a 17-year old for the shooting. She shared that most of the thefts in the city report to council were from vehicles and that there were a lot of false alarms in April. Also in April, there were a lot of extra patrols in areas that were seeing more thefts. She spoke about the increasing scams involving gift cards and cautioned residents to be aware of this and be cautious. There was some lengthy discussion regarding various incidents at Love's.
- F. PUBLIC COMMENT  
None

Mayor Lepin opened the public hearing on the Millersburg Charter Amendments at 6:43 p.m.

G. PUBLIC HEARING – Millersburg City Charter Amendments

There was no public comment on items 1, 2, or 3.

1) State Sharing Revenue Funds

a. Resolution 2021-10 – Certifying Eligibility to Receive State Sharing Revenue Funds

b. Resolution 2021-11 – Election to Receive State Sharing Revenue Funds

Action: **Motion to Approve Resolutions 2021-10 and 2021-11 regarding the Certification and Election for the City of Millersburg to Receive State Shared Revenue Funds made by Councilor John Sullivan 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

2) FY 2021-22 Budget - Resolution 2021-12 – Adopting Budget & Making Appropriations

Councilor McPhee brought up concerns and an idea about handling the community support donation requests from the Linn County Fair and the City of Albany Arts & Air Festival. Councilor Harms noted that they had developed a procedure to go through on donation requests, along with a checklist, and wanted to make sure the checklist was utilized at the last budget meeting he was unable to attend. Council confirmed it was. Councilor McPhee proposed moving the funding support in the FY 2021-22 budget for the 2022 Arts & Air Festival and the Linn County Fair to the Miscellaneous category under Community Support.

Action: **Motion to Approve Resolution 2021-22 Adopting the Proposed Budget for FY 2021-22 and Moving Funds from Community Support for Arts & Air and the Linn County Fair to Miscellaneous and Making Appropriations made by Councilor Scott McPhee; 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

3) Proposed Lease of City-Owned Property

City Manager Kreitman reviewed the staff report regarding the proposed lease of City-owned property by Wilbur-Ellis Company for approximately 25 acres.

Action: **Motion to Approve an Order Authorizing the Lease of City-Owned Property and Further Authorizing City Manager to Sign All Documents on Behalf of the City of Millersburg made by Councilor Dave Harms; 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

Mayor Lepin closed the public hearing at 7:0 p.m.

H. PUBLIC COMMENT  
None

I. COUNCIL MEMBER AND STAFF COMMENTS

- 1) Councilor Scott Cowan provided the Council with an update on the Millersburg Celebration planning.
- 2) Councilor Harms complimented City Manager Kreitman, Assistant City Manager/City Engineer Booth, and City Attorney Reid for their efforts in working on the lease agreement with Wilbur-Ellis.

J. CITY MANAGER'S REPORT

- 1) Project Updates  
Assistant City Manager/City Engineer Booth provided an update regarding the Fire Station Project and specific construction activities in progress.

K. CITY ATTORNEY'S REPORT  
None

L. UNFINISHED BUSINESS  
None

M. NEW BUSINESS

- 1) Cost of Living Adjustment  
City Manager Kreitman reviewed the report recommending a cost of living adjustment for FY 2021-22 based on adopted City policy.  
Action: **Motion to Adopt a Cost of Living Adjustment of 1.6% for Fiscal Year 2021-22 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

- 2) Adoption of 2021-2025 Capital Improvements Program (CIP)  
Assistant City Manager/City Engineer Booth shared that the CIP was reviewed during Budget Committee meetings and a few revisions were made based on comments from the Budget Committee.  
Action: **Motion to Adopt the 2021-2025 Capital Improvements Program 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

N. CLOSING PUBLIC COMMENT

None

O. CLOSING COUNCIL COMMENT

- 1) Mayor Lepin shared that there will be a litter patrol for Old Salem Road on Saturday, June 12 convening at City Hall at 9:00 a.m.

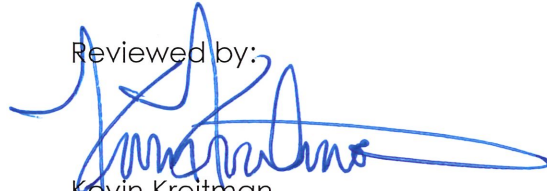
P. ADJOURNMENT Mayor Lepin adjourned the meeting at 7:27 p.m.

Respectfully submitted:



Kimberly Wollenburg  
City Recorder

Reviewed by:



Kevin Kreitman  
City Manager