



CITY COUNCIL MEETING & PUBLIC HEARING MINUTES

August 10, 2021 @ 6:30 p.m.

A. CALL TO ORDER Meeting called to order by Mayor Lepin at 6:35 p.m.

B. PLEDGE OF ALLEGIENCE

C. ROLL CALL

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

Councilors Absent: None

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

Presenters: Lieutenant Elect Ryan Keyes, Linn County Sheriff's Office
Deb Galardi, Galardi Consulting Group

D. CHANGES AND ADDITIONS TO THE AGENDA

E. CONSENT AGENDA

1) Approval of July 13, 2021 City Council Meeting & Public Hearing Minutes

2) Acceptance of City Accounts Payable Report

Action: **Motion to Accept Consent Agenda as Presented made by Councilor John Sullivan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Absent

Councilor Dave Harms: Aye

Councilor Scott McPhee: Aye

Councilor John Sullivan: Aye

Motion PASSED: 4/0

F. GUEST PRESENTATIONS

1) Linn County Sheriff's Office Monthly Report

Lieutenant Elect Keyes reviewed the July 2021 monthly report. He noted it was a busy month for Millersburg. He mentioned an increase in the extra patrols and an increase in incidents at Love's Truck Stop.

G. PUBLIC COMMENT

1) Doug Iverson, , spoke about his recent water bill. He noted he saw someone in front of his home running a hydrant for a very long time, 10-15 minutes, and thinks that if all of the hydrants are being flushed like that, that's a lot of waste of water given the drought conditions and costs. He recommended other possible ways of reusing the hydrant water. City Manager Kreitman and Assistant City Manager/City Engineer Booth addressed the challenges and

additional costs that would be accrued if the water was to be captured and reused. Mr. Iverson said he's not questioning the reason to do the hydrant flushing but questions the waste of the water if there were other uses for that water.

Councilor McPhee noted that when the rates were visited most of the costs has to do with the running of the treatment plant and that the cost difference between usual water use to increased use is small compared to labor and other costs.

H. PUBLIC HEARING opened at 6:49 p.m.

1) Modifications to Methodology for Calculating Park Systems Development Charges

Assistant City Manager/City Engineer Booth provided a brief background regarding the reason for modifications related to the overall systems development charges studies in 2020. Ms. Galardi, Galardi Consulting, briefly shared how the revised charges were calculated.

Mayor Lepin opened the hearing to public comments.

Hearing none, Mayor Lepin closed public hearing at 6:53 p.m.

I. COUNCIL MEMBER AND STAFF COMMENTS

1) Mayor Lepin asked Councilor Cowan about providing an update

J. CITY MANAGER'S REPORT

1) Millersburg Fire Station Project Report

Assistant City Manager/City Engineer Booth provided an update regarding the Fire Station Project and specific maintenance and construction activities in progress at the site. In addition she reviewed the current change orders for the project.

Budget!!!!

2) Project Updates

Assistant City Manager/City Engineer Booth provided an update regarding various maintenance and construction activities in progress throughout the City. Maintenance Supervisor Randy Mueller was introduced and provided an update regarding park projects and maintenance activities, including updates on backordered supplies for replacements such as the toddler's seat on swings and getting the pedestrian crosswalk repaired.

Councilor Cowan asked Maintenance Supervisor Mueller to share more information and welcomed him to the City. Councilor McPhee shared his appreciation for the recent work on the park and welcomed him as well. He also asked if a handle could be put on the inside of the restroom door to allow it to be pulled closed.

City Manager Kreitman spoke briefly about the issue with the mailbox CBUs (pods) in the City and mentioned when staff met with the Albany postmaster,

they discussed getting the ability to use Millersburg as the City city postal address (instead of Albany).

Crooks Creek

Assistant City Manager/City Engineer Booth provided a brief history regarding maintenance of the conveyance capacity of the Crooks Creek channel. She reviewed staff's request for Council direction and the various options. Mayor Lepin spoke about his history with past concerns with Crooks Creek and how his concerns have decreased over the years due to the creek appears to be flowing as it should and that he is questioning about what should be done.

Dave Phelps, Millersburg Drive, spoke about Crooks Creek. Mr. Phelps asked that the City continue to maintain the service of removing the vegetation as they have been doing. He also shared that he has attempted to address the beaver issue but has found it challenging due to beaver behavior with their habitats.

Don Miller, Millersburg Drive, said that something has seemed to have changed due to the controls the City has done with the planning for the detention / retention ponds over the last few years. He noted that there is constantly water in the creek where before it used to be dry. Shared that makes it difficult for homeowner to clean out due to access and potential to get stuck in the mud. He requested the City to maintain the mowing of the grass at the creek and asked that if things are going to change, give the owners some time to adjust.

Councilor Cowan supported that if the City does get to the point of not maintaining to give proper schedule/time to make the change.

There was lengthy discussion regarding concerns if the creek wasn't maintained then who would be responsible for any damage and whether the issue was a flow concern or if it was more of a cosmetic issue for the landowner.

The Council decided that the City would continue to mow and maintain as the City has currently doing. (make specifics)

K. CITY ATTORNEY'S REPORT

None

L. UNFINISHED BUSINESS

None

M. NEW BUSINESS

1) Appointment to Vacant Planning Commission Position

City Manager Kreitman shared that there are two applicants for the one vacant Planning Commission position. Councilor McPhee shared that he has had conversations with Mr. Hickman about his interest and nominated Michael Hickam for the position.

Action: **Motion to Appoint Michael Hickman 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

2) DLCD Grant Support Resolution 2021-14

Community Development Director Straite presented the staff report regarding the City seeking two housing grants through the Department of Land Conservation District and how the grants will impact future planning efforts and update to the Comprehensive Plan.

Action: **Motion to Adopt Resolution 2021-14 Indicating Council Support for Two DLCD Housing Grant Applications, made by Councilor Dave Harms; seconded by Councilor Scott Cowan.**

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) Updates to Millersburg Municipal Code Ordinances 189-21, 190-21, and 191-21

City Manager Kreitman reviewed the staff report for the requests to the updates to several Ordinances and briefly reviewed the revisions to the Ordinances.

Action: **Motion to Adopt Millersburg Code Ordinance 189-21 Amending Millersburg Municipal Code 13.50.090 Pertaining to the Creation of the Planning Commission, and Declaring an Emergency, 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

Action: **Motion to Adopt Millersburg Code Ordinance 190-21 Amending Millersburg Municipal Code 13.50.020 Pertaining to the Regulations for Motor Vehicle Parking, and Declaring an Emergency, made by Councilor Dave Harms; seconded by Councilor Scott Cowan.**

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

Motion PASSED: 5/0

Action: **Motion to Adopt Millersburg Code Ordinance 189-21 Amending Millersburg Municipal Code 13.50.090 Pertaining to the Designation of Parking**

Spaces and Signs, and Declaring an Emergency, made by Councilor Scott McPhee; seconded by Councilor Scott Cowan.

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) Councilor Cowan asked about signs in the City and asked for clarification regarding the rules regarding the posting of temporary signs. Community Development Director Straite shared that there is a revision to the temporary sign code in progress. There was lengthy discussion regarding temporary signs and enforcement.

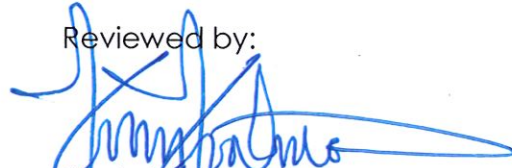
P. ADJOURNMENT Mayor Lepin adjourned the meeting at 8:40 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

