

# Monthly Council Summary

September 2025



The City of Millersburg is providing this monthly summary of the regular City Council meeting in September. For more detail please see the minutes or recording of the meeting which can be found with the QR code to the right. Feel free to contact City Hall with any questions at 458-233-6300.



## Guest Presentations

In September the City had no guest presentations.

## City Manager's Report



Every month the City Manager and staff provide updates on projects, legislation, budgets or other things the Council and the public should be aware of. Below is a list of items discussed at this Council meeting.

- *Transition Parkway* Progress has accelerated as the contractor works to complete as much as possible before fall/winter weather arrives. As a reminder, a full closure of the Woods Road and Conser Road intersection is planned. It will be about a month long. The closure will begin in late September or October and signage will go up in advance of the closure.

- *Tennis Court Rehabilitation* The Millersburg Park tennis court has been rehabilitated. This should last about 5 years. A full replacement will be needed next time.

- *Water Meter replacements* Working with the City of Albany, Millersburg is planning to replace every water meter in the City with new versions that can be read remotely. The Council had several questions and requested that staff return with additional information in October.

- *Website Migration* The City is in the process of implementing an all new website. This will go-live on



September 16<sup>th</sup>. It's anticipated that the site will need additional revisions once it is rolled out. This new website gives staff much more control over changing the site in the future.

- *TSP Update RFP* The City has posted a request for proposals for a full update to the Transportation System Plan. Bids are due October 25<sup>th</sup>. Public outreach is part of the plan.

- *Telecommunications Franchise Agreements* The City is continuing to work with three providers to modify or enter into agreements. A standardized telecommunications franchise agreement is being drafted for all future agreements.

## Park Reservations

Did you know the shelter in Millersburg Park can be reserved? Its true! However, it's popular and it often books up. Millersburg residents can start reserving them one month before everyone else, that starts December 1<sup>st</sup>. Mark your calendars!

*More on the next page...*

City Managers Update continued....

- *Cemetery Sign Fee Waiver* Staff notified the Council that an application fee for a sign permit was waived for the Miller Cemetery. Some code text updates are planned to provide greater flexibility for these to be done at the staff level in the future.
- *Construction Noise Issues* The construction of the factory south of NE Conser Road has received complaints about construction noise in the early mornings. There was some confusion between the contractor and the City that has now been addressed. The City is continuing to work with some residences on NE Conser Road and the contractor.
- *COG Annual Report* The Council requested that the COG make a presentation with their 2024 annual update. That will be scheduled in the future.
- *Fuel Tax Public Outreach Timing* The City Manager updated the Council on efforts to communicate with the public and provide information for a possible City fuel tax ballot measure. The due dates for different elections were provided to the Council. Some discussion followed.

### **Council Action Items**

Items from this section of the agenda may require a formal decision from the Council, some are just updates, others provide direction to staff.

- *Planning Commisison Appointment* The Council reviewed two applications for a vacancy on the Planning Commission. Ms. Trudy Swenson was appointed to complete the term for Caryl Thomas, ending at the end of this year.
- *Farm Lease* The Council approved a farm lease with Creekside Valley Farms to continue farming on three City owned sites. Two of these can be canceled at will by the City.
- *November Council Meeting Date* The regular November Council meeting date falls on Veterans Day this year. As such, the Council approved having the meeting on the day after instead.



### **Contact**

Feel free to contact the City anytime with questions

**458-233-6300**

**4222 NE Old Salem Rd.**



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