

MONROE CITY COUNCIL MINUTES

November 26, 2018 6PM CITY HALL COUNCIL CHAMBERS

1. **Call to Order:** Mayor Paul Canter called the City Council meeting to order at 6PM.

Pledge of Alliance: Mayor Canter asked Councilor Cuthbertson to lead the council and audience in the Pledge.

Roll Call: Present was Mayor Canter, Council President Myers (6:06pm), Councilors Thayer, Canter, Cuthbertson, Howard and Billings. Staff present included Community Development Coordinator Taylor Evans, Public works staff Terry Koroush and Steve Wyman and City Administrator/Recorder Hohnbaum. SOWT staff present included President Mike Bollweg, Partner Debbie Bunker and Steve Martinenko. Chief Morris and Theresa Pueschel from the Junction City Police Department were present through the presentation of staff reports. In the audience was Planning Commission Vice-Chair Sheets and the Chair of the Monroe Rural Fire Protection District Board and Planning Commissioner Eastridge. Audience members included Todd Nystrom, Amy Nystrom, Ryann Canter, Lonnie Koroush, Robert Eastridge, Eliza Mason and Sandra Trask.

2. **Public Input and Comments:** Christy Warden presented to the city council issues related to the agreement for South Benton Nutrition Program (SBNP) and the City. Ms. Warden stated that their insurance agent is working on the new insurance policy and the current one expires in February. She asked for removal of section 17b of the draft agreement referring to the office, a change of the start time to 7AM and a request for a clipboard for them to put public works service request forms on. Mayor Canter inquired about the office issue and asked public works to place a clipboard with public works work requests in Legion Hall. (6:08pm)

CA Hohnbaum introduced the new student councilor Alan Cuevas, new city employee Steve Wyman, Mike Bollweg and Debbie Bunker from Southern Oregon Water Technology.

3. **Staff Reports:**

- a. **Police Report:** Chief Morris shared his verbal report to the city council relating to the reported increase of burglary in the county outside of the City and traffic enforcement. Councilor Thayer expressed concerns about speeding on Territorial Highway. Sandra Trask expressed concern of speeding around 7th and Main. Chief Morris and the City Council discussed the costs for law enforcement services for small communities in Oregon. (6:35pm)
- b. **Southern Oregon Water Technology (SOWT), Mike Bollweg, Debbie Bunker, Steve Martinenko:** Mr. Bollweg shared the company's and his background and their desire to provide safe public services. He provided a highlight of what their organization reviews

when they step in to oversee facilities. He introduced Debbie Bunker who oversees the regulatory elements of the facilities. Ms. Bunker shared some significant issues including the dilution of chemicals in the system being insufficient for the proper flow from the wastewater treatment plant. Ms. Bunker stated that the WWTP plant needs an assigned 0.5 FTE employee and 0.5 FTE at the water treatment plant. SOWT staff shared some of their findings related to non-operational equipment and submitted reports. Ms. Bunker stated that the historical data does not provide an appropriate history for making long term plans or determining future operational needs. SOWT Staff and City Council discussed both regulatory and environmental issues both in protecting the community and the river.

- c. **Community Development Coordinator:** Taylor Evans shared the opportunities to have graduate students provided some on-the ground research for some of the data needed to move the Comp Plan forward. Ms. Evans requested and received council consensus to move forward with this project. Councilor Howard asked if there would be additional costs and none are known at this time.
- d. **Public Works:** Mayor Canter inquired of Steve Wyman and Terry Koroush what they had to share. Terry mentioned a leak in the backhoe and that Tim Worden had been over to look at it and made a suggestions regarding the operation of the street sweeper unit of the backhoe. Steve Wyman shared his perspective regarding what he has seen of the SOWT operations from his experience in wastewater plant operations. Terry shared that Steve has extensive rebuilding of pumps experience. Councilor Thayer asked about the pumps in the sewer lift station and Terry responded that both pumps were working fine.
- e. **City Administrator:** Rick Hohnbaum presented his written report that was in the council packet. Councilor Thayer moved to review the System Development Charges (SDC's) that the City currently had in place. CP Myers seconded the motion. Councilor Howard inquired of Councilor Thayer if he had consulted with staff prior to making the motion and Councilor Thayer responded that he had not. The council discussed the SDC processes. Councilor Billings shared that the developers would not have invested the funds without thinking about the potential development. Councilor Howard suggested asking staff to prepare a recommendation and research for the next council meeting. Ayes: Thayer. Nays: Canter, Myers, Cuthbertson, Howard, Billings. Councilor Meyers directed staff to investigate the SDC review process. Councilor Canter seconded the motion. Councilor Howard shared that staff had reached out to him last year to assist in reviewing the rate increase of the SDC fees which was based upon engineering estimates of construction costs and that he had determined that there had not be sufficient increase from the base rate of the SDC's to merit an increase in the SDC rate. Ayes: All.

CA Hohnbaum asked for authorization to pay SOWT twice a month. Councilor Thayer moved and Councilor Canter seconded the motion to allow the authorization of paying SOWT twice monthly. Ayes: ALL.

- f. **Student Councilor:** Mayor Canter asked Alan Cuevas about school activities and his perspective on things going on in the City. Councilor Cuevas shared his involvement in the community in addressing safety related issues such as the bullying presentations he has done and offered to assist in addressing the need for safe walking route advocacy here in Monroe.

6. **Consent Agenda:**

Bills and Minutes: Councilor Thayer moved to accept the consent agenda with the two additional SOWT bills with proper allocation of the survey expenses and the total for the street fund corrected. Councilor Billings seconded the motion. Councilor Howard stated that the total for the street fund did not add correctly on page 39. Budget for survey was discussed. Ayes: All

7. **Public Hearing:** Ordinance 18-600 An Ordinance amending City Code nuisances affecting Public Safety, Surface Waters, Drainage. Councilor Thayer stated he thought the Ordinance Committee wanted to do some additional work on this draft ordinance. CA Hohnbaum stated that the legal notice and advertisement had occurred for public hearings on this ordinance for both the November and December City Council meetings based upon the committee's request. Mayor Canter opened the public hearing at 8:02pm. Sandra Trask spoke stating that she didn't feel anyone had a right to allow material from one person's property flow onto another person's property. She expressed that it was a "civil right" for property owners not to allow that type of activities occur. Lonnie Koroush spoke about property that drains onto his property due to storm water issues. Ms. Trask stated that her issue was not involving storm water. Mayor Canter asked for anyone who wished to speak in opposition. Commissioner Eastridge asked what the alternative was without appropriate storm water system. The council discussed storm water issues and Councilor Thayer shared that the Ordinance Committee wanted to review the types of surface flow and the issues of alternatives. Commissioner Eastridge stated that the community has a history of just putting flows in ditches. Hearing was continued until December 17 City Council meeting at 6pm at 8:32PM. Mayor Canter stated that the committee will again review the issue.

8. **NEW BUSINESS:**

8.1 Budget Committee Terms and Appointments for December Agenda

Staff asked for direction. Council consensus was for staff to ask the two members scheduled to leave the Budget Committee and if they declined then advertise for Budget Committee applicants.

8.2 Acquisition of new/mower/tractor for parks: Councilor Billings shared the history of the mower which was 18 years old and the offer currently at \$5300 to purchase a new one. Councilor Billings moved and CP Myers seconded the motion to authorize the acquisition of a new tractor mower. Ayes: All

8.3 RESOLUTION 2018-24: A Resolution authorizing the continuation of the Oregon Public Works Emergency Response Cooperative Assistance Agreement: Councilor Thayer moved to accept. Councilor Howard seconded. Ayes: All

8.4 RESOLUTION 2018-25: A Resolution authorizing the institution of intergovernmental agreement known as the Managing Oregon Resources Efficiently (MORE) Intergovernmental Agreement. Councilor Thayer moved to approve Resolution 2018-25. CP Myers seconded the motion. Ayes: ALL

9. OLD BUSINESS

9.1 Gas Station Property Updates and Options:

CA Hohnbaum shared a status report stating the DEQ was still seeking information and making recommendations. Councilor Howard stated he felt that city was losing the big picture related to this project that there was no value of the property or project after spending up to \$100,000. Council discussed the issues involved and the history. Councilor Cuthbertson stated that everyone involved in moving forward with this project have the best intent of the community in mind.

9.2 Roof Project for Old Water Treatment Plant: Councilor Billings shared the materials estimate and his attempt for getting three bids and the resulting of one bid for the roof replacement for the old water treatment plant building. Councilor Canter moved to accept the estimate and proceed with the new roof project. Councilor Howard seconded the motion. Councilor Thayer inquired as to how soon it needed to be done. Council discussed timing. Ayes: All

9.3 Main Street Project: CA Hohnbaum shared the scope of services proposed by Civil West. Councilor Thayer inquired about the need to reengineer this street which was already engineered. Councilor Howard shared his perspective of having a more complete project which would provide a more creative process in having a real street for this one block. Todd Nystrom shared that he paid about \$12,000 for engineering for his street project. Councilor Howard discussed what could be done in-house and what project management items needed to be done by engineering. Councilor Howard shared his perspectives regarding the potential of this project. CP Myers moved to hire Civil West Councilor Howard seconded. Ayes: Myers, Cuthbertson, Howard. Nays: Canter, Thayer, Billings. Mayor Canter: Stated that the city might not be able to fund the completion of the project and voted Nay. Mayor Canter urged that the city continue to work on this project.

CA Hohnbaum asked for the opportunity to respond to an earlier question from Councilor Canter regarding engineering services and was given the opportunity to do so.

Councilor Howard inquired about what direction that the council wanted to take especially as it relates to the level of involvement of engineering services. CA Hohnbaum was asked about the urgency of expending the grant funds. Councilor Cuthbertson suggested a work session. By council consensus the public works meeting on December 14th will include a council work session to discuss this item.

10. OTHER BUSINESS:

Committee Reports:

Public Works and Safety: 2nd Friday at 4pm: Councilor Billings shared that he had asked the school for a student councilor. Council Billings requested forest green roofing on the restroom project since that they are putting forest green on the old water treatment plant roof. Councilor Billings stated that there was a need to extend the school zone in front of the high school. He brought up the lights for the new entrance signs and the need to place boulders to block the vision of lights from the street.

Personnel and Finance: CP Myers reported on the November 20th PFC meeting highlighting the review of the hiring process of the new public works employee, finances of water and wastewater operations and the annual evaluation of the City Administrator.

Councilor Billings stated he felt that council did a lot tonight and got a lot done.

Parks: Mayor Canter shared the projected plumbing bid so he was seeking additional cost estimates. Councilor Billings inquired about the sewer line size and suggested that the sewer line needed to be a 4" line.

Ordinance: Councilor Thayer reported on the changes for the proposed Accessory Building Ordinance which the council referred to the committee at their last ordinance committee meeting. Also the discussion of surface water and modifications to the proposed ordinance which the city council had conducted the public hearing.

11. ADJOURNMENT: Mayor Canter adjourned the meeting at 9:43pm.

Respectfully Submitted: City Recorder Hohnbaum

Approved by Council Action on December 17, 2018.

 _____ *12-19-18*

Mayor Paul Canter

Date:

Attest:  _____

Rick Hohnbaum, City Recorder