

City Council Minutes  
November 23, 2015

Mayor Thayer called the meeting to order at 6:00 PM. Councilors Present: Paul Canter, Harry Myers, Donna Dillard, Lonnie Koroush and Cindy Canter. Staff present included Chief Operating Officer Jim Minard and Public Works Superintendent Dave Claborn. Councilor Ron Thexton was excused.

**CITIZEN COMMENTS:** None

**STAFF REPORTS:**

P.W.S. Claborn discussed his monthly report as sent to the Council electronically and operational updates. He also noted the new raw water pump was working great and finding a new leak of about 2-3 gallons per minute. Mr. Claborn excused himself from the meeting.

C.O.O. Minard reported he:

- ✓ had a conference call coming with the Corp of Engineers on the possibility of a pedestrian bridge over the Long Tom River;
- ✓ was continuing to work with Benton County on acquiring or auctioning the foreclosed properties in town and the auction would now be occurring in February;
- ✓ a class from OSU would be conducting an economic development project for Monroe after the first of the year;
- ✓ the pedestrian crossing was moving forward, the street light issue had been resolved with only one light, for which the City would be responsible for operational costs, going in on the east side of the highway;
- ✓ would be meeting with County road staff about pending improvements to Ash Street and the City accepting ownership of this street; and
- ✓ he would be working with regional staff on the update of the Natural Hazard Mitigation Plan.

**CONSENT AGENDA:**

Councilor P. Canter moved to accept the consent agenda, excluding the Monroe Telephone bills, which was seconded by Councilor Myers and approved 5-0. Councilor Koroush moved to pay the Monroe Telephone bills, which was seconded by P. Canter and approved 4-0-1 (Dillard abstained with a conflict of interest).

**NEW BUSINESS:**

Hire Part-time/Temporary Public Works Employee: Mayor Thayer noted that the City's part-time utility worker would be on medical leave for the next several weeks. PWS Claborn was recommending that Michelle Westphal, who he worked with at OMI and had operator experience in Monroe, be hired to fill this position temporarily. He was suggesting she be paid \$18 per hour with a minimum of three hours per day of actual work. Koroush stated he felt this was too high, given the current employee started out at \$16 per hour and was slated to work only two hours per day. Staff and Councilor P. Canter noted that Westphal was a trained operator with experience working in our treatment facilities over the past several years and the extra hour of actual work was designed to help off-set her travel time from Eugene. Councilor C. Canter moved to hire her per the terms suggested; which was seconded by Councilor Dillard and approved 4-1 (Koroush – No).

Disposal of Surplus Property: Claborn noted the City had two chlorine dispenser that had been mothballed, since the time the wastewater plant came on line. We have been trying to sell them for the past several years, and the City of Harrisburg was offering the City \$500 a piece for both of them. C. Canter moved to declare the chlorine tablet dispensers as surplus and accept the offer from the City of Harrisburg. The motion was seconded by Myers and approved 5-0.

Scare and Share Report: Lorrie Charles and Kathy Smith, of the Scare and Share, presented their report on the Halloween season. It was noted that the weather and group offerings resulted in lower revenues this year. However, all-in-all it went really well with no security or other issues. Their lease on the property would be expiring next year and they requested the City consider an extension so they could plan for the future; and look into concerns over the driveway. Minard would meet with them and report back to the Council next month.

Audit Report: Minard noted the audit for fiscal 2015 was completed and in the Council packets. Dillard noted she had never seen an audit this early. P. Canter moved to accept the audit and applauded Finance Officer Dave Williams for his work. The motion was seconded by Koroush and approved 5-0.

Acquisition of Bailey Branch right-of-way: Minard noted that he continued to work with the County on acquiring the Bailey Branch railroad right-of-way located within the City, but it had become embroiled in the bureaucracy. The Board of Commissioners were directing the City coordinate our request with other entities that were interested in developing the right-of-way for local trail system in south Benton County. The Board was also requesting the City provide some sort of plan for the property and documentation from the City Council that it was interested in the land for multi-purpose use, such as a the trial system or pending commercial uses.

Mayor Thayer and P. Canter expressed their opinion that the City ought to control the right-of-way within the corporate boundaries of the City. C. Canter noted that there were lots of things happening associated with the rail bed, such as the trail system and bridge over the Long Tom River. C. Canter moved to have a letter sent to the County Commissioners again expressing the City's interest in multi-purpose uses, such as a trail component, commercial uses, or other uses the Council determined was in the best interest of the City of Monroe. Koroush seconded the motion, which passed unanimously (5-0).

#### **COUNCIL COMMENTS:**

C. Canter asked about the Legion Hall security cameras. Minard responded that he and PWS Claborn were discussing the details of camera and computer location; and that the local VFW group had offered to install them and locate the computer in its locked closet.

P. Canter noted he was unable to attend the School Board meeting given some needed home repairs would plan on attending the next meeting.

Koroush suggested the City look into turning off some of the inside lights in the Library. C. Canter moved to look into this, which was seconded by Koroush and approved 5-0. Koroush


also noted he felt the porta-potty should be returned to the City Park as people had been seen using the bushes for their business. Thayer noted this matter had already been resolved by the Council when it decided to remove it for the winter. There was considerable discussion as to where other public restrooms existed and the proper course of action; no decision was made.

It was noted that there is an area light on at the old water tower site, which served no real purpose. Staff would evaluate and take the appropriate action.


**ADJOURN:**

There being no further business Mayor Thayer adjourned the meeting at 7:25 PM.

Signed:

  
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Mayor Frank Thayer

Attest:

  
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C.O.O. Jim Minard