

City Council Minutes
April 25, 2016

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

CITIZEN COMMENTS:

Tim Eastridge asked the Council to consider play equipment at the Reservoir Heights Park and complimented the City on its efforts to improve the website.

Judy Wallenwaber, 580 N. 8th, request copies of the City nuisance ordinances and restrictions on automobile repair. Mayor Thayer replied that the staff would make those available.

STAFF REPORTS:

P.W.S. Claborn discussed his monthly report as sent to the Council electronically and operational updates. He informed the Council that there was an issue with Water Resources over the proximity of the dog park to Well #1. As part of the wellhead protection rules it needed to be at least 100-feet from the well. After considerable discussion on what to do, Councilor Myers moved to relocate the north fence line of the dog park to comply with the distance restriction and look at adjusting the southern fence line to the south. Councilor C. Canter seconded the motion which passed 5-0.

Councilor Koroush asked about the irrigation system for the ballfield at City Park. Claborn noted there were some leak issues, and he expected to have them fixed in the near future. C. Canter asked about applying the sealer to the concrete table at Reservoir Heights. There were no further questions and Mr. Claborn excused himself from the meeting.

C.O.O. Minard reported he:

Sent an email to the Sheriff's department about simplifying and clarifying the monthly report;

Received the likely final payment of \$48,000 for the pedestrian crossing at the library and is still waiting on the word of the \$60,000 grant from USDA for the Wastewater and Storm Water Master Plans;

Is working with the Energy Trust of Oregon on rebates for upgrading street lights (of around \$50 each) and changing out the widows for City Hall and the Council Chamber, (which appeared to not be eligible given we heat with propane);

Continues to work on local development, but had not heard anything from the major developer on N. 8th and Ash; heard the N. 8th and Main purchaser would not likely be

doing much soon; and that a new interest had surfaced for the Brickyard property on Mill Street; and

He was still working with Dollar General on optional sites in town.

CONSENT AGENDA:

Minard noted that several additional bills had come in since the packets were put together. Councilor Thexton moved to accept the consent agenda, as updated, which was seconded by Councilor P. Canter and approved 4-1 (Koroush – No).

NEW BUSINESS:

OSU -- Monroe Area Community Revitalization Opportunities: Dr. Jenna Tilt, Professor at OSU presented a synopsis of her class's work on the Monroe Area Community Revitalization Opportunities (MARCO). She noted the need to have a 20-year vision that recognized Monroe as the hub of southern Benton County and tap into area human resources. The Mayor and Council expressed their appreciation for her and her class's work.

Council Vacancy – Discussion and Process: Mayor Thayer announced receiving Councilor Donna Dillard's resignation for personal reasons. He indicated her term would expire at the end of this calendar year and there was no pressing need to fill the vacancy at this time. P. Canter moved to accept Dillard's resignation, which was seconded by C. Canter and approved 5-0. It was recommended a letter of appreciation and support be sent to Donna.

Budget Committee Appointments: It was noted there are still two vacancies on the Budget Committee. P. Canter moved to appoint Chuck Schultz to the Committee, which was seconded by Koroush and approved 5-0.

RESOLUTION NO. 2016-03: Adopting Employee Handbook: P. Canter updated the Council on the proposed updated Employee Handbook. This handbook is based on a model developed by the City's insurance company and was compliant as of January 2016 with current employment law. Canter, along with Dillard and Myers, had reviewed that model and developed this handbook based on local situations. The biggest amendments from the Committee included changing out sick leave and vacation for Personal Time Off (PTO) that resulted in reductions in allowances for "vacation" time. This model did include adding Martin Luther King Day back to the Holiday schedule.

P. Canter noted the insurance attorney had suggested cleaning out language on "sick" leave left in the proposed model and the option to remove leave language required only of organizations with more employees. It was suggested to retain the leave or victim assistance language, as we are only one employee shy of having to comply.

Thexton moved to accept the proposed employee handbook, as modified by eliminating the sick leave references. The motion was seconded by Myers and approved 5-0.

OTHER BUSINESS:

Councilor Comments and Committee Reports:


C. Canter advised the Council of the walk about on the possible trail system directed toward Hispanics with a community wide event to follow. She updated the Council on the Beautification Committee's work that the flower baskets would not be installed this year as the committee was focusing on the community entry art project and tree planting along Hwy. 99W. She met with a landscape architect Spencer Bugsby who indicated a cost of around \$1800 would be appropriate to do this design work for bid purposes. The community entry art project will be constructed of metal with fir trees, grape vines and brushed stainless steel letters for "MONROE". The group needed another \$1000 for the sign. Kcroush moved to grant up to \$2500 for the entry sign, which was seconded by Myers and approved 5-1 (Myers – NO).

Korosh advised the Council of the matter of drones flying over Monroe and the Council may need to look into this if it becomes a problem.

Mayor Thayer: The Mayor asked if Mr. Sherry had anything to report. Seth Sherry, Economic and Community Development Director for the Oregon West Cascades Council of Governments wanted to report on the COG's efforts in coordinating the south Benton County connectivity trail system. The COG would be working with the various stake holders and he wanted to ensure the Council was kept abreast of on-going activities and invited them to participate along with the C.O.O. on the group's activities.

ADJOURN: There being no further business Mayor Thayer adjourned the meeting at 7:23 PM.

Signed:  _____
Mayor Frank Thayer

Attest:  _____
C.O.O. Jim Minard