

MONROE CITY COUNCIL MINUTES
MAY 22, 2017 6PM CITY COUNCIL CHAMBERS

1. Call to Order: Mayor Canter called the City Council meeting to order at 6:00PM.
2. Pledge of Allegiance: Mayor Canter asked Council President Myers to lead the council and audience in the Pledge.
3. Roll Call: Mayor Canter announced that Councilor Thayer was excused and would not be in attendance this evening. Present was Mayor Canter, Council President Myers, Councilors Cuthbertson, Billings and Canter. CA Hohnbaum, Terry Koroush (public works staff) and Seth Sherry from OCWCOG were also present. Signed in as attending was Todd Nystrom, Amy Nystrom, Scott Jackson, Evelyn Lee, John Greydanus, Elizabeth Hayler, Chief Bob Morris, Ryann Hoy, and Emma Crane.
4. Public Input: None.
5. Staff Reports and Updates
 - a. Mayor Canter asked Terry Koroush if he wanted to give the public works report.
 - b. CA Hohnbaum reminded everyone that the proposed budget would be published next week and the Budget Committee was meeting on June 1st at the library. Hohnbaum stated that his staff report was in the council packet and he was available to answer any questions. CA Hohnbaum also stated that the City had received a second request for a utility bill adjustment and that it would be appropriate to deal with it with the original request on the agenda item 5.2.
6. Consent Agenda: CP Myers moved to approve the consent agenda and Councilor Billings seconded the motion. Ayes-all.
7. New Business:
 - 7.1 Proclamation: Councilor Cuthbertson suggested that some form of actions should also be attached in order to honor Older Americans. Councilor Canter moved to approve the proclamation and authorize Mayor Canter to sign it on behalf of the City. CP Myers seconded the motion. All Ayes.
 - 7.2 Request for utility bill adjustment from water customers: CA Hohnbaum stated that the City had recently received two separate requests for utility bill adjustments. He stated that traditionally, prior to having a full-time city administrator this was something which only the council had exercised the authority to review and make the

appropriate decision based upon circumstances. Hohnbaum recommended that the council review the two requests and direct him as to any adjustments that they wanted to make regarding the requests. The council discussed the first request and the reasoning behind it. Council members discussed if a one-time deal is per renter or per residential unit. CP Myers stated that historically the first time request from each customer is usually honored. The council discussed the amount of forgiveness usually given. Councilor Billings made a motion to forgive \$120 for the 870 Main Street request. Councilor Canter seconded the motion. All ayes. Harry Myers left the dais and spoke from the audience and shared the history relating to his water bill including more than one leak and thus it took a longer period of time to resolve. CP Myers requested \$275 be forgiven by the City. Councilor Billings moved to release \$275. Councilor Canter seconded the motion. Ayes: Cuthbertson, Canter, Billings. Abstained Myers.

7.3 Resolution 17-03 A RESOLUTION APPROVING THE CONNECTIVITY PLAN IN PARTNERSHIP WITH BENTON COUNTY AND ADOPTING ALL ELEMENTS OF THE PLAN CONTAINED WITHIN THE CITY OF MONROE

Councilor Canter shared that this plan had been a public document for an extended period of time and that everyone was aware of it and had seen copies of it. Councilor Canter made the motion to adopt Resolution 17-03. CP Myers seconded the motion. CP Myers asked about how the plan was going to communicate with property owners in the area. Seth Sherry rose to speak about the easements that existed, the communications already done with the property owners and how the plan speaks to include future communications and plan development. Councilor Canter suggested that the city move forward. Councilor Billings suggested that there are many other elements to be working on besides the proposed plan expressing concerns about the gravel streets. All Ayes.

7.4 Recommendation from Planning Commission-Buildable Lot Size in GRA Zone: CA

Hohnbaum shared the history behind the Planning Commission's request including at least two prior council discussions regarding this issue but no formal action was ever taken to affect change in the city code. Councilor Canter stated that as a councilor present in previous discussion she had assumed that it had moved forward. Councilor Billings moved to accept the recommendation of the Planning Commission and have staff move forward in implementing the policy decision. CP Myers seconded the motion. Terry Koroush spoke suggesting that it would result in lots that are too small. Council discussed the options and alternatives. All Ayes.

7.5 Faulk Application Land Use: CA Hohnbaum shared the Planning Commission decision and stated that the council review of that decision is required before providing a final decision letter to the applicant. CA Hohnbaum recommended that the City Council support the decision of the Planning Commission without requiring a public hearing. CP Myers moved to approve the decision of the Planning Commission and stated for the record the council policy of defining a buildable lot in this section of the City zoned GRA. Councilor Canter seconded the motion. All Ayes

7.6 Acceptance of notification for Nystrom Lot Line Adjustment: CA Hohnbaum stated that prior to his service a lot line adjustment was authorized by the interim city staff. However, as part of that process there is a requirement in the city code for notification to both the Planning Commission and the City Council. CA Hohnbaum stated that serving as the city planner he was providing notification to the City Council as to the lot line adjustment and that he would be writing the decision letter for this land use action request.

7.7 PUBLIC HEARING Ordinance No. 17-300

CA Hohnbaum stated that the appointed date and time for the City Council hearing as advertised and posted for Ordinance 17-300 was present. Since this ordinance and code change was composed at the request of the City Council, the drafted ordinance adopting the proposed new code stated immediate implementation of the code change rather than the process of waiting 60 days for implementation. Hohnbaum stated that there is a very strict process for land use hearings in Oregon and that a script for that process was in the council packets and recommended that the City Council heed to the state mandated process. Mayor Canter opened the public hearing at 6:51pm. Mayor Canter read the opening land use public hearing script outlining the process and requirements of the hearing. No ex-parte conflicts were stated by members of the City Council. CA Hohnbaum presented his staff report and stated that the city had received a letter. CA Hohnbaum read the letter from Carol and Steve Girard for the record. Amy Nystrom spoke in favor of the proposal. CP Myers spoke in favor of the proposal. John Greydanus spoke in favor of the proposal and stated that while often it takes different paths to make things happen, this has been a long time discussion and desire. Evelyn Lee spoke in favor of the proposal and the planning that went into it. Joel from Kelcorp Construction (didn't sign in) spoke about how great it would be to see such a nice environment inviting people to stop and visit. Mayor Canter spoke in favor of what it could mean to the community. Councilor Cuthbertson stated that as a business owner she would like to find the right space in

the community and have her business in Monroe. Mayor Canter called for any opposition. No one rose to speak in opposition or as a neutral party. Councilor Canter moved to approve the first reading of Ordinance 17-300 as drafted. CP Myers seconded the motion. Mayor Canter closed public hearing at 7:12. Ayes: Myers, Billings, Canter, Cuthbertson. Mayor Canter declared first reading was approved for the ordinance. CP Myers made motion to approve second reading and adopt Ordinance 17-300. Councilor Canter seconded the motion. All Ayes.

7.8 Appointment to the Planning Commission: Mayor Canter inquired if the City had received any letters requesting appointment to the Planning Commission and Hohnbaum stated that the City had not.

7.9 Planned Unit Development Code Proposal: CA Hohnbaum stated that one development group has informally approached the City regarding the mixed land use zoning in and around the Brickyard property and suggested that perhaps the best plan could be developed for the City through the Planned Unit Development Process (PUD). Hohnbaum outlined the various pros and cons of the PUD process sharing some of the planning experience he has had with these types of applications and projects. He stated that creating a PUD section of the code would be another change to the MLUDC and prior to spending staff time on this type of process and project, including giving the state notice and waiting 35 days to conduct the public hearing, he was seeking council direction. Mayor Canter had some follow-up questions regarding the process and the potential benefits for the City. Councilor Canter moved to have staff move forward. CP Myers seconded. Councilor Billings expressed concern about staff work load. CP Myers suggested that the staff proceed with state notification Ayes: Cuthbertson, Myers, Canter. Nays: Billings

7.10 Authorization for Intergovernmental Agreement for Dust Control Services with Benton County: CA Hohnbaum stated that now was the time to get on the work plan for Benton County if the City wanted to have dust control services. Terry spoke of the measuring of the gravel roads and the costs involved. CA Hohnbaum stated that this recommendation was coming from the Public Works and Safety Committee. CP Myers moved to approve the authorization of the agreement and the expenditure of funds for the Dust Control Mitigation Plan as proposed. Councilor Billings seconded the motion. All Ayes.

7.11 Authorization for application of interest for natural gas service: CA Hohnbaum stated that the City has been approached to be the applicant to initiate the required research and analysis for costs to develop natural gas service to the community.

Hohnbaum shared some of the inquiries received and stated that prior to expending staff time on this project he was seeking council direction and authorization. Hohnbaum also stated that in the way of economic development, there could be a real benefit for the community if it was feasibly possible to achieve. Councilor Canter moved to authorize the city administrator to pursue the opportunity for natural gas for the community. CP Myers seconded the motion. All Ayes.

7.12 Acceptance of letter of resignation from Councilor Jhon Flory: Mayor Canter read the letter received from the Mr. Flory and requested a motion to accept it. CP Myers moved to accept the letter of resignation and Councilor Billings seconded the motion. All Ayes. The Council discussed the replacement process and directed staff to advertise for it.

7.13 Approval for Acquisition for a GasAlert MicroClip Multi-Gas Detector: CA Hohnbaum stated that the description of this item was in the council packet and it was his and Dave Claborn's recommendation that the City move forward in obtaining this item stating that it was a real safety concern. Councilor Billings inquired if the City had the funds in place to make the acquisition to which CA Hohnbaum responded in the affirmative. Councilor Canter moved to authorize the acquisition and CP Myers seconded the motion. All Ayes.

7.14 Consideration of law enforcement options and services for the City of Monroe: CA Hohnbaum stated that one of the council adopted goals for the year was increased law enforcement presence and services for the City. Hohnbaum stated that with Monroe being this close to other communities and counties, there are more options available to the City besides the traditional ones. CA Hohnbaum stated that as City Administrator, he approached the City of Junction City as to their potential willingness to provide services at a more active or higher level than what the current county contract provides. He reminded the council that the current contract for services expires in 40 days and there has been no discussion or offers from the county. Mayor Canter requested Chief Morris from Junction City to speak with the council. Chief Morris spoke of the partnership development he has been involved in both with Monroe and Harrisburg and that he would never speak ill of Sheriff Jackson and his agency but that he was looking to create working partnership including supporting Benton County response in the area. Council and Chief Morris discussed law enforcement options and expectations. A question about defining community policing within Monroe was asked and Chief Morris shared his community work with the businesses and schools. Councilor Billings asked Sheriff Jackson if he had any input

and he offered his support. Sheriff Jackson spoke with the council about officer discretion relating to citing and tickets. Councilor Canter moved to initiate contract negotiation for law enforcement services with Junction City. CP Myers seconded the motion. CP Myers spoke to the motion and suggested that the city work with Junction City is more closely aligned with our community needs and that the county was spread a little thin. Sheriff Jackson admitted they were spread thin. All Ayes.

8. Old Business:

8.1 City Administrator 90 day review report from Personnel and Finance Committee: CP Myers shared the committee's review and recommendations from the committee and the review meeting that was conducted. The committee recommended that CA Hohnbaum be declared finished with his probationary period. Councilor Canter expressed her thanks for Hohnbaum. Councilor Billings suggested that the city was overworking the city administrator. CP Myers commended Councilor Billings in picking up garbage and stuff at the parks. CP Myers moved to accept the committee recommendations. Councilor Canter seconded. All Ayes.

9. Other Business

Councilor Comments and Committee Reports:

Councilor Billings stated he did not attend the school board meeting but the district has been busy with organizational activities and getting ready for the next school year. Councilor Billings stated that the dust control plan has been addressed. He suggested a notice or reminder to the community about tall grass in the summer might be needed. Councilor Billings raised concern about the number of dead trees in the park that need to be removed.

CP Myers asked about ordinance committee lists of concerns. Terry asked if Junction City is going to be able to enforce the ordinances. Mayor Canter stated that one of the projects the ordinance committee is working on is in clarifying the ordinances and that he did talk to Chief Morris and that they could enforce city ordinance. Councilor Cuthbertson expressed a concern of people finding nesting places in the bushes.

Mayor Canter shared what he saw at the Harrisburg Council meeting which was to hold a prayer prior to the start of the council meeting and asked for council input. CP Myers stated that where he works they have "reflections" instead of prayer to allow people individual perspectives and thoughts to be considered. Councilor Billings suggested that a separation of state and church could preclude this type of activity. Councilor Canter said she liked the option. Terry and the council discussed the prayer idea. Councilor

Cuthbertson stated that she won't mind but she respected other people's perspective relating to a prayer option.

Councilor Cuthbertson brought up the OCWCOG Board of director's award opportunity. CP Myers thanks everyone who participated in the Monroe Cemetery cleanup event. Councilor Billings reminded people of the annual cleanup for Monroe on June 3rd.

10. Adjournment: Mayor Canter adjourned the meeting at 8:19pm.


Respectfully Submitted; Rick Hohnbaum City Administrator/City Recorder

Approved by Council adoption June 26, 2017



Mayor Paul Canter

Attest:


Rick Hohnbaum City Recorder

Date:

