

**CITY OF MONROE CITY COUNCIL MINUTES
AUGUST 28, 2017 6PM CITY HALL**

1. **CALL TO ORDER:** Mayor Canter called the city council meeting to order at 6:00PM. Pledge of Allegiance: Mayor Canter asked Council President Myers to lead the council and audience in the Pledge.
Roll Call: All other members of the council were present. Staff present included Rick Hohnbaum and Dave Claborn. Also present was Planning Commissioners Eastridge, and Salot and citizens including Michelle Sheets, Amy and Todd Nystrom, Jan Barbee and Mr. Eastridge. Kent Aldrich from the Red Hills Development was also present.
2. **PUBLIC INPUT AND COMMENTS:** Tim Eastridge commented about the high grass around the reservoir. PWS Claborn stated that it would be mowed when it is safe for a motorized unit to be in that area. Michelle Sheets commented regarding vehicles in the pedestrian areas and offered video evidence which Police Chief Morris stated that he would be happy to review.
3. **STAFF REPORTS AND UPDATES:**
 - a. Mr. Claborn reviewed his written staff report including public work service figures from June. Mr. Claborn shared the variety of projects that public works had performed during the month of August including a major storm water project and a sewer line repair project with PowerPoint pictures as well as concerns regarding some of the playground equipment.
 - b. CA Hohnbaum presented his written report. He provided an update as to planning files and projects and requested two additional bills be considered for the consent agenda of \$69.99 B & I for storm water project supplies and \$10.00 USPS for prestamped envelopes. CP Myers moved to accept and approve the consent agenda with the additional bills as outlined. Councilor Canter seconded the motion. Ayes-All.
 - c. Police Report, Junction City: Chief Morris distributed a law enforcement activity report sharing the outline which will improve over time as the staff learns to deal with the activities of two departments. Councilor Billings complemented the chief and his report. Mayor Canter inquired about activities occurring between the

two cities and Chief Morris stated that he has been making traffic stops between the two cities.

- d. Year Ending Finance Report: CFO Hohnbaum shared the unaudited fiscal year finance report with comparison analysis of year ending 2016 and 2017 with the budgeted estimates for 2018 fiscal years.

4. **PUBLIC HEARING:** Ordinance No. 17-500 An Ordinance Amending Code of Monroe Chapter 92.17 Nuisances Affecting Public Safety and declaring an emergency to address dumping on public property and setting a penalty. CA Hohnbaum stated that this ordinance as drafted was placed on the agenda at the recommendation of the Ordinance Committee. Mayor Canter opened the public hearing at 6:32PM inviting all to speak. Commissioner Eastridge spoke about the habit of people putting their “stuff” out next to the road and stated he was in favor of the ordinance. Councilor Billings stated he was in favor if it was enforced. Councilor Howard inquired about the enforcement process and Mayor Canter responded sharing insights of the agreement with Junction City Police Department. Mayor Canter closed the public hearing at 6:39PM.

5. **NEW BUSINESS:**

- a. Ordinance No. 17-500: Councilor Canter moved to read by title Ordinance 17-500 and to approve it. CP Myers seconded the motion. The council discussed the process of review and recommendation from the Ordinance Committee. Ayes: Canter, Billings, Thayer, Cuthbertson, Myers. No- Howard. Approved 5-1. Set for second reading and adoption at next council meeting.
- b. Request for extension from Red Hills Subdivision Application: CA Hohnbaum presented the letter of request from Mr. Aldrich on behalf of this request and stated he was present to provide perspective and respond to questions. CA Hohnbaum shared the recommendation from the Planning Commission not to grant the request extension. Mayor Canter asked Mr. Aldrich if he wanted to speak and he shared the history of their project, the economic and wetlands challenges for this project. Mr. Aldrich stated that they had approval of the wetlands and the fee has been determined to mitigate the wetlands involved within the project. Councilor Thayer moved to accept and authorize a one-year extension conditionally on all current codes and fees at which time the preliminary approval will expire. CP Myers seconded the motion. Councilor Billings asked if Mr. Aldrich’s intent is to develop it or sell it for development and he responded that they intend to work in partnership with a development corporation. Ayes: Canter, Howard, Thayer, Cuthbertson, Myers. Nays-Billings.
- c. Designation of Voting Delegate at League of Oregon Cities Conference: CA Hohnbaum stated that the LOC request the official authorization and determination as to who has the voting privilege representing Monroe at their annual conference. Since he and Commissioner Sheets would be the only attending representative, the council should designate the voting representative.

Councilor Canter moved to appoint CA Hohnbaum to be the voting representative for the City of Monroe at the 2017 LOC Conference and named Dan Sheets as the alternate. Councilor Thayer seconded the motion. Ayes-All.

- d. OLCC Notification of License Renewals: CA Hohnbaum stated that this was an informational agenda item and that he was not requesting any council action. Mayor Canter thanked staff for the information.
- e. Main Street Program Update: CA Hohnbaum shared the written report from the August 16th Main Street Facilitation event and the plans for next steps. Hohnbaum stated that the next Beautification Committee is September 20th and it will be a significant focus for staff to prepare an implementation plan to present to the committee at that time.
- f. Staff Recommendation Community Visioning Process/Comp Plan Update: CA Hohnbaum shared his letter to the Mayor dated August 1st and his recommendations about moving the comprehensive planning process forward. He stated that bringing in a top notch independent facilitator for two community gatherings and the preparation and follow-up work is about \$5,000, it is his opinion that it would be a very worthwhile venture for the City to move forward. Councilor Canter inquired about how the Main Street work will be a part of the community vision. Commissioner Salot spoke about the community need for a vision. Councilor Thayer shared his concerns about the acceptance of our community of being only a bedroom community and that some new vision and considerations needed to be made. Commissioner Salot shared the need for “painting pictures” that everyone can jointly agree. Councilor Howard shared concerns about the bias of any particular facilitator. Councilor Cuthbertson expressed concerns about the differences between the planning commission and the council. Commissioners Salot stated that both boards work in a silo and there was a need to move forward working together. Mayor Canter asked about the grant that CA Hohnbaum had applied for and CA Hohnbaum updated the council on the \$5,000 Ford Family Foundation Grant. CP Myers moved to accept staff’s recommendation for a facilitator for a comp plan development conditioned upon receiving the \$5,000 grant. Councilor Canter seconded the motion. Ayes: Canter, Howard, Thayer, Cuthbertson, Myers. Nays: Billings. 5-1.
- g. Notification of Planning Commission Decisions –Partitions: CA Hohnbaum stated that the Planning Commission has not yet rendered a decision on the partitions and that it would have to come before the council at a later time for their confirmation of decision. City Planner Hohnbaum stated that the Planning Commission would be meeting on September 5th in regards to the two partition applications.
- h. Letter of interest to serve on Public Works and Safety Committee: Mayor Canter asked Ms. Sheets if she wanted to add anything to her letter she provided and she shared her interest in serving the community. Councilor Billings,

Chairperson of the Public Works and Safety Committee stated that he welcomed all interested parties willing to serve on the committee. Mayor Canter appointed Michelle Sheets to the Public Works and Safety Committee. Commissioner Eastridge stated that he was also interested in serving on the Public Works and Safety Committee with extensive experience with safety related issues. Councilor Billings welcomed him. Mayor Canter appointed Tim Eastridge to the committee.

6. OLD BUSINESS:

- a. **ORDINANCE 17-400 CREATING A PLANNED UNIT DEVELOPMENT OVERLAY WITHIN THE MONROE LAND USE AND DEVELOPMENT CODE:** CA Hohnbaum stated that the last council meeting the Council had approved the first reading of Ordinance 17-400 and a second reading and adoption would be in order if that is the direction of the council. CP Myers moved to accept and adopt Ordinance 17-400. Councilor Billings seconded the motion. Ayes-All.

7. OTHER BUSINESS:

- a. **Councilor Comments and Committee Reports:**

Councilor Thayer inquired about the gas station. CA Hohnbaum stated that the county was still waiting for DEQ results. Councilor Canter inquired about training to operate the water treatment plant and that written directions should be posted. Councilor Canter shared the Parks Committee plans to review their Parks Master Plan. Councilor Canter stated that the traditional support for the school back pack program did not occur this year and that she would like the city to support the food bank's attempts to fill the void of back packs and school supplies for the community members. Councilor Thayer asked about available funding and CA Hohnbaum stated that there were available funds within the general fund. Councilor Canter moved to support the local backpack program organized by the Food Bank not to exceed \$5,000 received from the state revenue sharing funds. CP Myers seconded the motion. Ayes-All. Councilor Billings shared the Public Works and Safety Committee's interest in purchasing a small vehicle for the city for gas savings and less use on personal vehicles seeking's council's permission to explore options in this regard. Council consensus to continue exploration of a second vehicle was granted. CP Myers shared the highlights from the Personnel and Finance Committee meeting that occurred earlier in the evening.

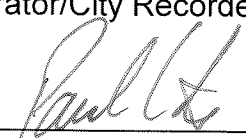
- b. **Mayor's Comments:** Mayor Canter thanked all for coming.

- 8. ADJOURN:** Mayor Canter adjourned the meeting at 8:14PM

Respectfully Submitted; Rick Hohnbaum City Administrator/City Recorder

Approved by Council adoption September 25, 2017

Attest: 
Rick Hohnbaum, City Recorder


Mayor Paul Canter