

MONROE CITY COUNCIL MINUTES

March 25, 2019 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 Council President Billings to lead the council and audience in the Pledge.

Roll Call: Present was Mayor Canter, Council President Billings, Councilors Thayer, Cuthbertson, Greene and Koroush. Staff present included City Administrator/Recorder Hohnbaum, Associate Planner Patrick Depa, contracted staff members from Southern Oregon Water Technology including Mike Bollweg, Debbie Bunker and Steve Martinenko. In the audience was Planning Commission Vice-Chair Sheets, Commissioner Fredricks and the Chair of the Monroe Rural Fire Protection District Board and Planning Commissioner Eastridge. Audience members included Terry Koroush, Robert Eastridge, Todd Nystrom, Amy Nystrom, Eliza Mason, Evelyn Lee, and Thorin Nielsen.

- 2. Public Input and Comments:**

Linda Fredricks rose to speak and shared a letter from Kathy Smith, Chair of the Planning Commission. The letter was read outlining the diverse amount of recent community improvements which have occurred during the current city administration, naming the current city administrator for the successes recently achieved by the City. Mayor Canter complimented the writing of Ms. Smith. Ms. Fredricks shared her perspective of her life in Monroe after moving from the greater Los Angeles 15 years ago. Ms. Fredricks shared the comp plan project, the weekly communication that the administrator puts out and the outreach ability of the city administrator to know where to seek outside experts and his competence which inspires confidence with everyone who works with him. Councilor Thayer commented that the public comments don't seem to be aware of the projects that were accomplished prior to the past two years.

Dan Sheets rose to share a prepared statement starting with some recent challenges which the City has faced during his past 15 years here and that the success of the Community Library being a major achievement. He stated that the new commercial project of the Long Timber Brew Pub is another remarkable achievement which Todd and Amy should be thanked for by the community. Mr. Sheets also stated that the work done by the city administrator has resulted in a multitude of projects and significant improvement and that the city administrator's services are needed by the community.

- 3. Staff Reports:**

- a. Police Report Chief Bob Morris: Absent due to a recent emergency call.

- b. City Administrator Rick Hohnbaum: CA Hohnbaum presented his written report which was in the council packet and asked for any questions from the council. He shared the citizen request seeking permission to be excused from the based utility rate during the house remodeling project making the house inhabitable. Councilor Koroush moved to not amend the utility bill. Councilor Thayer seconded. On a 3-2 vote the motion was upheld. Yes; Koroush, Thayer, Cuthbertson. No. Billings, Greene. Council requested more information from the applicant before they would consider waiving the base rate.
4. **Presentation:** Jim Mulanax from Monroe High School presented to the City Council his request for permission to close the streets around one block for the purpose of hosting a regional competition for students who have made go karts. He stated that they already had the insurance and would like to do it on May 4th. CP Billings moved to approve the request for the high school go cart race. Councilor Cuthbertson seconded. Ayes: All.
5. **Consent Agenda:**
Bills and Minutes: CA Hohnbaum pointed out the additional one page of bills that was received after the publication of the council packet requesting that they be approved as a part of the payment of bills. CP Billings asked about Branch Engineering Billings. CP Billings moved to accept the consent agenda. Councilor Koroush seconded the motion. Ayes: All.
6. **New Business:**
 - 6.1 Easement Release Request from property at 700 Block of Orchard Street: CA Hohnbaum introduced Patrick Depa, the associate planner who provided the staff report for this request. Mr. Depa reviewed his staff report sharing the purpose and the intent of the request as well as the mapping reflecting the disconnection to this existing easement. Councilor Greene moved and CP Billings seconded the motion to release the easement as requested. Ayes: All.
 - 6.2 Citizen Request for development code change allowing for seasonal RV's: Mr. Depa provided the staff report outlining the request. Mr. Depa introduced the citizen with the request stating that this was a proposed code for a particular use on this particular piece of property. Councilor Greene inquired about what the utility connection would be available. Liza Mason and Thorin Nielsin introduced themselves describing the small farm that they are developing which requires additional temporary housing within the city limits since their property is not zoned EFU. They shared the dry farming projects including orchards and produce, adapting an existing structure to sell food and gifts. Councilor Thayer inquired as to the number of rv's and Ms. Mason stated that the proposed new code would limit it to 2 RV units. CP Billings inquired about water meters and was informed that there was no water being metered. Terry Koroush inquired about the use of well water and being tested. CA Hohnbaum shared the process and decision before the council having to do with initiating the code development amendment. Ms. Mason shared the

involvement that they have had within the community. CP Billings moved to direct staff to move forward with the formal process. Councilor Thayer seconded the motion. Councilor Koroush requested more information on the water and utility issues. Ayes: All.

6.3 Resolution 2019-04 A Resolution extending the current agreement with Benton County Community Development for shared assistant planning staff. CA Hohnbaum shared the history of the current arrangement, the amount of planning related staff activities during 2018 and 2019, and the request from Benton County for an extension as Benton County does a bi-annual budgeting process. Hohnbaum stated that the proposed resolution would continue the existing agreement and arrangement for planning support and connectivity between the City of Monroe and Benton County Community Development and he recommended that the council approve the resolution. Councilor Thayer moved to adopted the resolution. Councilor Cuthbertson second the motion. Ayes: Thayer, Cuthbertson, Greene, Billings. Nays: Koroush.

6.4 Resolution 2019-01: A Resolution adopting the 2019-2014 Total Maximum Daily Load Five Year Implementation Plan for the City of Monroe. Councilor Thayer asked if it included the Red Hills. Councilor Greene inquired about the funding process for the storm water master plan. Councilor Cuthbertson moved to adopt. Councilor Thayer seconded. Ayes: All.

6.5 Appointment to Budget Committee: CA Hohnbaum stated that there was still one 1-year term vacancy on the city budget committee which will have its first meeting on Wednesday May 29th at 6pm at the Monroe Community Library. However, no letter of interest has been received.

6.6 Status of SOWT and COM Plans and Agreement: CA Hohnbaum stated that the City Council requested an opportunity to visit with SOWT as it relates to operational needs and organizational planning and budgets prior to entering into the goal setting session in April and the budget season in May. Hohnbaum stated that present tonight was Mike Bollweg and Debbie Bunker from SOWT as well as their local staff member Steve Martinenko. Hohnbaum reminded the council that in their council packets was responses to the questions provided in advance to SOWT addressing their issues and concerns. CA Hohnbaum shared some cost discussions that he has held with SOWT with the potential future cost savings of about \$2,500 a month. Mr. Bollweg introduced the perspective of their entrance into a new city and the lengthy exploratory process of past practices and documents and history. Council and SOWT discussed finance options and estimates for the SOWT services. CP Billings inquired about costs. Councilor Thayer inquired as to the status of state compliance. Councilor Thayer sought confirmation that documented standard operating procedures are being created by SOWT staff. CP Billings inquired about certification of local staff. Ms. Bunker shared the questions which council had addressed

to SOWT and the responses provided by SOWT and about the extensive amount of reporting for state agencies which SOWT has been doing on behalf of the City of Monroe.

6.7 Risk Management Report from City County Insurance Services: CA Hohnbaum reviewed the annual survey and review from risk management staff at CIS insurance services. He provided some highlights and some policy considerations that the council may wish to be aware of during the upcoming goal setting session and budget season encouraging the council to review the document.

7. OLD BUSINESS:

7.1 Main Street Project: CA Hohnbaum shared the printed staff report and recommendation as well as the request for direction from the City Council as it relates to the Main Street Improvement Project. Councilor Koroush moved to stop the project and not accept the grant. Councilor Greene seconded the motion. Ayes: Cuthbertson, Greene, Koroush, Thayer. Nay: Billings.

8. OTHER BUSINESS:

8.1 Calendar Dates: CA Hohnbaum shared the two upcoming April council work sessions.

8.2 Councilor Comments: CP Billings inquired about the council discussions at the work sessions. CP Billings stated that he won't be at another one if people walked away unhappy from the work session. Council discussed after meeting discussions. Councilor Cuthbertson appreciated being done at 8 which may have resulted from a work session making the council meeting shorter and more informed decisions being made. Councilor Thayer stated that the goal session needs to include water source issues. Mr. Martinenko shared that the water well testing that has been done. Councilor Greene shared an update on Christmas lights. Councilor Koroush asked CA Hohnbaum to provide an update of COG board he attended and Hohnbaum share the major issues discussed at last week's Oregon Cascade West Council of Governments board meeting.

9. ADJOURNMENT: Mayor Canter adjourned the meeting at 8:08pm.

Approved by Council Action on April 22, 2019.



Mayor Paul Canter

4-22-19

DATE:

Attest:



Rick Hohnbaum, City Recorder