



MONROE CITY COUNCIL MINUTES

April 26, 2021

6:00 PM

City Hall Meeting Room

1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:00 P.M.

Pledge of Allegiance: Mayor Sheets asked Councilor Ritch to lead the Pledge of Allegiance.

Roll Call: Present: Mayor Sheets, Councilors: Baker, Cuthbertson, Larkin, Lindner, Knott, Ritch
Staff present: Interim City Administrator Martinenko.

2. **PUBLIC COMMENTS:** None

3. **PRESENTATIONS:**

Chief Morris presented his monthly report. Chief Morris described his department's enforcement activities including comments from citizens that expressed support for their presence. Councilor Larkin ask about the patrol activities so the City could specifically track the 15 hours allocated per the agreement. Chief Morris explained the hours were on the report he handed out but going back through the year is something he understood from the previous staff and Council they did not want so that information has not been prepared. Mayor Sheets asked that this information be provided going forward and Chief Morris agreed.

Sheriff Van Arsdale introduced himself to the Council and stated he was in conversation with the City to re-occupy the Sub-Station and have more of a presence within the City.

4. **STAFF REPORTS:**

Interim City Administrator Martinenko gave his report to Council. He mentioned the Mill Race sluice gate as being a significant event in the last month and would go over that in more detail later in the agenda.

5. **CONSENT AGENDA:**

Councilor Cuthbertson asked if the payment to Junction City for the law enforcement IGA was the last payment in this Fiscal Year and the answer is yes, the IGA calls for payments each quarter in advance. Mayor Sheets asked for a motion to approve the consent calendar. Councilor Ritch so moved; Counselor Cuthbertson seconded. Councilor Cuthbertson asked if the wood chipper rental was the best route to go. Interim Administrator Martinenko explained it was the best option for that purpose at that time although if needed in the future it should be rented for a full week. Mayor Sheets called for a vote. Council present voted unanimously to approved.



6.9. Interim Administrator Martinenko described a request by Rayna Waltz to have an opening event for her business that would include a band in her building and catering outside. The Council discussed the issues and noted there was little specific guidance for these kinds of activities other than needing an OLCC license. Sheriff Van Arsdale commented that the City of Corvallis has an event process that works well. Councilor Cuthbertson mentioned that the information for these events is listed in different areas but asked that staff research options. Mayor Sheets asked that staff look at the permitting process and develop guidance for future events.

7. OLD BUSINESS:

- 7.1. Planning Commission will be meeting on April 3rd that includes discussion of the Riverside District Master Plan with the DeAngelo planning group and how this impacts the Monroe Comprehensive Plan. There will be a joint Planning Commission and Council session to review the Riverside District Master Plan.
- 7.2. Accounting update. Interim Administrator Martinenko mentioned that the Council of Governments will complete their accounting review when we start with the audit process to help staff with the process.
- 7.3. Interim Administrator Martinenko described the Safe Routes to Schools grants and last minutes requirements that Benton County wanted for the Orchard Street road width. The delay set the grant process behind schedule and late in the bidding season; however, going out for bids may give the City a better idea of the actual amount the City is over the grant budget. John Greydanus said the estimated overage is currently \$24,000.
- 7.4. Mayor Sheets described several people that have expressed interest in the Park host but no applications to date.
- 7.5. Surplus City Property. Interim City Administrator described the property being considered for sale that includes the Belchambers property (both parcels), Reservoir Heights, two small parcels by Wilbur Ellis, the Reader Building, Belknap Springs, and Kyle Springs. Councilor Baker suggested that a Title Company to do a title search for the property instead of taking staff time, since we would have to do this anyway. Councilor Sheets asked for a motion to approve a title search for the properties. Council Baker so moved. Councilor Larkin seconded. Councilor Cuthbertson asked if there was a budget for this and the response is it is not specifically budgeted so it would have to come out of the General Fund. Counselor Cuthbertson asked about where the proceeds of the property sales would go. Interim City Administrator Martinenko suggested this be part of the resolution to sell the property after the title search is completed. Mayor Sheets then asked for a vote. Council present voted unanimously to approved finding a Title Company to research the property



8.3. Mayor's Comments:

- Mayor Sheets commented that the next meeting will have a presentation by the Benton County Library Director Ashlee Chavez.

8. **ADJOURN:** Mayor Sheets adjourned the meeting at 8:20 P.M.

Approved by Council Action on May 24, 2021.

Mayor Dan Sheets  Date: 5/24/2021

Attest: 

Steve Martinenko, City Recorder