



MONROE CITY COUNCIL MINUTES

May 23, 2022

6:00 PM

Monroe Community Library

1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:04 P.M.

Pledge of Allegiance: Councilor Ritch lead the Pledge of Allegiance.

Roll Call: Present: Mayor Sheets; Councilors: Cuthbertson, Lindner, Knott, Ritch, Winther

Absent: Councilor Baker

Staff present: City Administrator Martinenko.

2. **PUBLIC COMMENTS:** None

3. **STAFF REPORTS AND PRESENTATIONS:**

- 3.1. Undersheriff Tom Rogers reported on activates in Monroe the Benton County Sheriff's office has be involved with. Captain Rodgers followed up with speed sign issues on Territorial and reported they are correct. He also will forward ODOT information for speed studies. CA Martinenko commented there were more than usual welfare checks in town. Captain Rodgers said this is typical for this time of year.

- 3.2. City Administrator's Report. CA Martinenko reported the Monroe Community Center is closed due to an incident with missing property. The Benton County Sheriff's Office was notified, a report filed, and locks rekeyed. Access will be allowed with staff supervision. CA Martinenko said a reporter from the OregonLive contacted the City in regard to an athletic event in Eugene and if that impacted Monroe. The answer is not much more than a Duck-Beaver game but we certainly would like through traffic to stop and have lunch or dinner. CA Martinenko mentioned that RamJack is at City Hall reinforcing the foundation slab. The next step is a structural review by Branch Engineering and the building can be insured again. CA Martinenko continued with a comment the spring rain is much more that recent history and the lagoons are much higher than have been recorded over the last 6 years at this time of year. The City cannot discharge into the River until November so this is a critical area staff is monitoring. There is an option in our discharge permit to irrigate the park area and we are working with Chuck Scholz to develop a recycled water plan. Last, CA Martinenko said that Public Works is helping the Community Garden with trenching water lines and deer fencing.

4. **CONSENT AGENDA:**

- 4.1. CA Martinenko commented on the \$25,732.50 to the Long Tom Watershed Council and this represents three payments. There was confusion on our part along with getting



information from the State that delayed the payments. Staff had to understand what the payments were and have some confidence on how they are charged before entering the invoices for payment. In particular, the supporting documentation we get are primarily timesheets and not descriptive of what the outcomes are. Going forward, the City will request more descriptive reports. Mayor Sheets called for a motion to approve the Consent Agenda. Councilor Ritch so moved and Councilor Linder Seconded. Mayor Sheets called for a vote: Councilors Cuthbertson: Yes; Knott: Yes; Ritch: Yes; Lindner: Yes; Winther: Yes. Motion Carried.

5. NEW BUSINESS:

- 5.1. **Resolution 2022-07 Accepting a Donation.** Mayor Sheets read the resolution accepting a \$3,000 donation for the Community Gardens. After discussion of how donations are accounted for and a recommendation by Councilor Ritch to use project tracking in the accounting system, Mayor Sheets called for a motion to approve resolution 2022-07. Councilor Ritch so moved and Councilor Winther seconded. Mayor Sheets called for a vote: Councilors Cuthbertson: Yes; Knott: Yes; Ritch: Yes; Lindner: Yes; Winther: Yes. Motion Carried.
- 5.2. **Toddler Park.** CA Martinenko brought to the Council a recommendation to change park hours, installation of a lock system, and installing high resolution cameras in response to ongoing defacement of park benches and abuse of park equipment by older juveniles. After general discussion and specific comments by Councilor Winther, there was agreement that a time activated lock system is preferable to a keypad or card reader and would be tied to the hour before sunrise and after sunset. Council was agreeable to installing higher resolution cameras.
- 5.3. **Monroe Community Center.** CA Martinenko brought to Council a proposal to limit activities at the Monroe Community Center to single events and gatherings. This is to free use of the building for other events and uses to make it more equitable for access. CA Martinenko explained another consideration is to have uniform reservation rules and procedures that apply to everyone using the facility. Councilor Cuthbertson commented that having consistent rules and procedure is what keeps the City out of trouble and reduces problems in the Community. She also mentioned that groups that have their own inventory and assets stored in the building is also problematic for the City, especially when it comes time to identify what really belongs to the City and to the renter. Councilor Cuthbertson also discussed how one group can dominate the building with decorations and table setup that might effectively prevent another activity, such as a wedding reception, from occurring. After general discussion, Mayor Sheets asked staff to work on a resolution to limit Monroe Community Center activities to single events.



6. OLD BUSINESS:

6.1. **Planning Commission Update.** CA Martinenko discussed a meeting with the County Planning Department about the Stone Properties to the West and South of Red Hills and incorporating them into the Urban Growth Boundary (UGB). At the end of the discussion, unless Monroe can show that there is insufficient buildable property within the current UGB, it will be very difficult to expand the boundary, regardless of the needs and wants of those outside City limits, e.g., water and sewer. While there are other considerations, such as rezoning more commercial land, the burden is on the City to show there is a need to rezone based on demand. The discussion continued with the current zoning in the “Brickyard” area in the NE corner of Monroe and how the Planning Commission desires a mix of housing and multi-use commercial (business below / residential above) in the current zone M (light industrial). Commissioner Greydanus commented the Riverside District Master Plan has this zoning and is awaiting a hearing with the Planning Commission.

6.2. **Jackson’s Temporary Permit.** Cory Wall asked the City to approve a temporary permit to allow his entertainment venue, “Jackson’s”, at 125 S. 5th Street, to have events on May 27, 2022 and June 4, 2022. The events would have indoor music. After these events, Mr. Wall would be required to have a Site review with the Planning Commission before continuing operations. There was general discussion around parking, congestion, patrons crossing 5th Street, and noise. The consensus was that many of these are unknowns both to the proprietor and the City and the outcome of these two events would help with the decision process going forward. CA Martinenko asked Mayor Sheets for a vote of Council to permit the two events. Mayor Sheets called for a vote and the Council voted unanimously to approve a temporary permit for May 27, 2022 and June 4, 2022 with the understanding future events would have to go through the Planning Commission for recommendation and Council for approval.

6.3. **Upcoming events.** Mayor Sheets reminded Council about movies in the park and a park celebration event in the Fall along with the Halloween Spooktacular in October.

7. OTHER BUSINESS:

7.1. **Councilor Comments:**

7.1.1. Councilor Lindner, Winther and Ritch commented on how pleased they are with the Council work session format and the ability to call for committee meetings as needed.



7.1.2. Councilor Cuthbertson said she would like to have community outreach with the Red Hills sub division residents about their park and other comments they would like Council to know; essentially, a community forum held in their park area.

7.2. Mayor's Comments:

7.2.1. Mayor Sheets mentioned to watch for any city work sessions committee meetings on the city website. The joint City Council Planning Commission meeting is on June 22 and the next city council meeting is June 27.

9. **ADJOURN:** Mayor Sheets adjourned the meeting at 7:47 PM

Approved by Council Action on June 27, 2022

Mayor Dan Sheets  Date: 6/27/2022

Attest: 

Steve Martinenko, City Recorder