



## MONROE CITY COUNCIL MINUTES

**October 24, 2022**

**6:00 PM**

**Monroe Community Center**

1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:05 P.M.

**Pledge of Allegiance:** Mayor Sheets and the Council said the Pledge of Allegiance together.

**Roll Call:** Present: Mayor Sheets; Councilors: Winther, Ritch, Lindner, Baker, Cuthbertson (via Zoom),  
Absent: *Knott*.

Staff present: City Administrator S. Martinenko, Deputy City Recorder J. Davis [via Zoom], Sheriff Van Ardsall for BCSO.

2. **PUBLIC COMMENTS:**

Councilor Linder led in reading rules for Public Comment. Floyd Billings then stood to speak up about the gas station/cardlock station and how dangerous he's observed it to be. ODOT is working on that area to improve ADA accommodations. Council and Mayor thanks citizen Billings for bringing it up. He then brought up the sidewalk on Commercial and he spoke about it being dark and the dangers people can encounter walking in the dark. Third comment regarded the gate being left open on the Sharing Gardens. Fourth comment regarded the Park Sign being knocked down and the wood that was donated to replace the Park Sign, and details regarding help to install that he recalled from years past.

Mayor Sheets asked for any other Public Comment. Paul Dykstyra stood and stated his issue. It regarded the light(s) at the Church on the corner of 6<sup>th</sup> and Commercial. He mentioned there were issues in the past figuring out who was responsible for maintaining/fixing those and that it was a several-years problem. He mentioned the original agreement was the City would put those in and the Church would furnish the electricity.

CA Martinenko acknowledged that the lights are the City's responsibility for maintenance, and spoke about the problems that were discovered with the lights. Councilor Baker discussed logistics with CA Martinenko because he has experience with these particular lights.

Mayor Sheets asks for any other Public Comments, and there are none.

3. **STAFF REPORTS AND PRESENTATIONS:**

- 3.1. Report submitted by Sheriff Van Ardsall acknowledged and accepted by Council, and the Sheriff stood to say a few words and ask for any questions or comments. He said it was a relatively quiet month and that was good. Councilor Baker asked about how understaffed BCSO is right now, and the Sheriff answered. There are currently 9 openings but 7 of them are filled, the deputies just need time on the road. The Sheriff spoke more about his deputies and staff schedule. Thanked DCR Davis/City Staff for notifying them of the Cross-Country match so they could make a presence and monitor



safety. He then brought up next week being Halloween and being prepared to make a presence for community and safety. Mentioned his level of support and affiliation with measure 114 at Mayor's inquiry. Sheriff stated his position.

Councilor Linder brought up the 'garbage can theft' on Commercial Street from Report; Citizen Floyd Billings mentioned that the Sheriff's Office is doing a great job.

3.2. Justice System Improvement System Program Presentation by Sheriff Van Arsdall and Commissioner Augerot; Commissioner Augerot came on and gave the start of the presentation on the bond measure that will be present in May 2023 and spoke about the details. Sheriff Van Arsdall comes on in tandem with the presentation and shared in the presentation, giving statistics and examples of needs and issues the Correctional Facility alone faces. Commissioner Wyse gave many examples on how this will help improve the mental health resources for the area, Pre-Trial services, behavior health, etc., and spoke about what issues put those people in that position initially and how prevalent they are in our society right now, including mental health, behavioral health, and drug/substance addiction. The Sheriff and Commissioner then shared other examples in favor about how the facility is inadequate and needs to be replaced, which will be what the measure will go to support. Question asked from Councilor Ritch on what will happen with the original Jail, Sheriff Van Arsdall responded. More discussion held on logistics, listening sessions, and what info they can gather from having them, including sharing information on the space that they need to hold the population accountable. Presentation ends at 6:45pm.

3.3. CA Martinenko began with the Review of the Water System Survey as well as the City Administrator Report, on behalf of his and Chuck Scholz' recent findings to be presented regarding the Survey. He gave the findings of the Water Survey back in August. The status has been filed with the State of Oregon and we are now waiting for a response. CA Martinenko reiterates we are also waiting to have DuPont engineers on-site but they won't let us look at the modules. CA Martinenko mentioned hoping the engineers realize we need to do both elements simultaneously. He then spoke about the Disinfection Bi-Product (DBP) issue and the feasibility study required by the Oregon Health Authority, and spoke about the consultants' findings. After discussion, Mayor Sheets asked for any questions for CA Martinenko and there were none.

#### **4. CONSENT AGENDA:**

4.1. At 7:03pm Mayor Sheets and Council moved onto the Consent Agenda. Councilor Ritch brought up the valve replacement on the Accounts Payable report. CA Martinenko explained having to replace a valve at the Wastewater Treatment Facility. Mayor Sheets then asks if there are any questions for the consent Agenda. Councilors Ritch and



Linder asked about the library's replacement light. CA Martinenko gave an update regarding the light being fixed, and it being a valid insurance claim.

*Councilor Ritch called for a motion to approve the Consent Agenda and Councilor Lindner so seconded. Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Baker: Yes; Lindner: Yes; Ritch: Yes; Winther: Yes. (Knott Absent.) Motion Carried.*

## **5. New Business:**

- 5.1. **RES 2022-20: A Resolution Adopting Library Meeting Room Policy.** CA Martinenko spoke about the library policy we've been working on getting established as one of our other "Facilities". We need a policy for the basics on how we charge, how it will happen, and how we charge fees for it. The other part that's important is a basic set of guidelines in case there are modifications that need to be made as necessary. CA Martinenko spoke about certain groups like Library Legacy Fund having priority for meetings like City Council, and he elaborated on City-sponsored events that would be covered for no fees without prior approval. He then spoke about fees not being that much different than what they were set as, nor different from the existing policy for the MCC.

Councilor Linder voiced appreciation for the reservation time including time to set up and tear down. CA Martinenko mentioned that before there was an hour's time for people to set up, have the reservation, then clean up but that just isn't feasible for reservations. Mayor Sheets asked if there were any other questions for CA Martinenko and voiced that he did a good job. CA Martinenko accepted and agreed that it took longer than he thought it would to reach an agreement.

*Councilor Ritch motioned to approve Resolution 2022-20. Councilor Ritch so moved and Councilor Winther seconded. Mayor Sheets called for a vote: Councilor Winther: Yes; Ritch: Yes; Lindner: Yes; Baker: Yes; Cuthbertson: Yes. Motion Carried.*

- 5.2. **RES 2022-21: A Resolution Adopting IGA for Tobacco Retail Licensing.** CA Martinenko gave a brief summary description of the Resolution and what it would entail.

*Councilor Lindner motioned to approve Resolution 2022-21. Councilor Lindner so moved and Councilor Winther seconded. Mayor Sheets called for a vote: (Councilor Cuthbertson had clarifying question regarding if there are any additional fees to the City, it was declared there are none by CA Martinenko;) Councilor Cuthbertson: Yes; Councilor Baker: Yes; Lindner: Yes; Ritch: Yes; Winther: Yes; Motion Carried.*



5.3. **Proclamation: November is Monroe Food Drive Month/RES 2022-22** . Mayor Sheets mentions there are two proclamations for this month. CA Martinenko then mentioned there is also one last Resolution to approve. Mayor Sheets allowed the resolution to be placed on the agenda. Mayor Sheets read the resolution, which is a recommendation from the 1135 Project Grant Ad-Hoc Committee to move forward with sending a letter to the US Army Corps of Engineers from the City to move forward with the final phase one analysis and engineering of the 1135 habitat restoration grant.

CA Martinenko spoke about the basics of the grant acceptance and what that would entail, including drafting a letter as well and passing the Resolution in question, which at this point would just be approval to send a letter to the Army Corps of Engineers to accept the work. Mayor Sheets asked for any questions for CA Martinenko. None asked.

*Councilor Lindner motioned to approve Resolution 2022-22 Requesting that they move forward with 'Phase 1'. Councilor Lindner so moved and Councilor Baker seconded. Mayor Sheets called for a vote: Councilor Winther: Yes; Councilor Ritch: Yes; Lindner: Yes; Baker: Yes; Cuthbertson: Yes; Motion Carried.*

*Mayor Sheets circled back to the Proclamations to make official; One for Food Drive Month (November) and second for Veteran's Day on behalf of Monroe City Council. Mayor reviewed and signed the Proclamations.*

*Mayor Sheets asks clarifying question to DCR Davis regarding location of Food Drive bin(s).*

*Councilor Winther motioned to approve Proclamations; Councilor Winther so moved and Councilor Baker seconded. Mayor Sheets called for a vote: Councilor Cuthbertson: Yes; Councilor Winther: Yes; Ritch: Yes; Lindner: Yes; Baker: Yes; Proclamations Carried.*

## **6. OLD BUSINESS:**

### **6.1. Planning Commission Update:**

CA Martinenko said there aren't many updates to be given, but that we are currently working on rezoning activities including Commercial Street. He then spoke about other updates related to Planning. We are also working on changes to Comp Plans and asking Naomi and Chris to do some work on this subject. Naomi to locate old documents, and Chris Rivera to do specific research on subjects. CA Martinenko also updated on posting of employment needs regarding our open Accounting Specialist position to replace Jonah and mentioned having some good candidates. No other questions for CA Martinenko.



**7. EVENTS:**

**7.1. Upcoming City Events:**

- 7.1.1. **October 31<sup>st</sup> Halloween Spooktacular:** Mayor Sheets asked for any possibly participation in handing out candy for the Halloween Spooktacular this year, and mentioned how much fun we had last year. (Councilor Ritch later expressed how he won't be able to make it due to work issues, and Mayor Sheets clarifies extra Halloween details)
- 7.1.2. **South Benton Food Pantry:** Mayor Sheets reminded everyone that the SBFP has invited them to the Open House and spoke about connecting with Janece Cook about details.

**8. OTHER BUSINESS:**

- 8.1. Mayor Sheets reminded everyone that about Committee Reports and that any Committee Chair is to submit any necessary Agendas for the next upcoming Work Session at the Community Center on November 14<sup>th</sup>.
- 8.2. **Councilor Comments:** Only comments given at the end were Councilor Lindner pointing out the next HR Committee Meeting scheduled for Monday November the 2<sup>nd</sup> and Councilor Ritch wishing everyone a Happy Halloween; Mayor Sheets also reminded everyone in the room and online that there is always information posted on the City's Website regarding all monthly City Council and Committee Meetings.

**9. ADJOURN:** Mayor Sheets adjourned the meeting at 7:39 PM.

**Approved by Council Action on November 28<sup>th</sup>, 2022,**

Mayor Dan Sheets:  Date: 11/28/2022

Attest: 

Steve Martinenko, City Recorder