

MONROE CITY COUNCIL MINUTES

December 19th, 2022

6:00 PM

Monroe Community Center

1. OPENING

1.1. **CALL TO ORDER:** Mayor Sheets called the City Council meeting to order at 6:02 P.M.

Pledge of Allegiance: Mayor Sheets led the Council in stating the Pledge of Allegiance together.

Roll Call: Present: Mayor Sheets; Councilors: Knott, Winther, Cuthbertson, Ritch, Baker, Lindner [via Zoom]. Absent: *None*.

Staff present: City Administrator (CA) S. Martinenko, Deputy City Recorder (DCR) J. Davis [via Zoom], Sheriff J. Van Arsdall for BCSO.

2. **PUBLIC COMMENTS:**

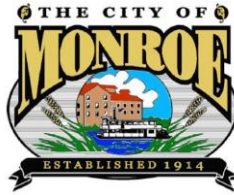
2.1. Councilor Cuthbertson led in reading rules for Public Comment. Citizen Brian Greene stood to speak about a few issues; First he suggested we consider lowering the speed limit in the business district to 25 mph and elaborated on his reasoning. His second was the blinking traffic light on Commercial, and third issue regarded the ADA ramp/crosswalk by Territorial and the bridge. Discussion held amongst Councilors and citizen. Citizen Greene submitted a map for the record and CA Martinenko accepted it. CA Martinenko then responded to his concerns and said it is an Oregon Department of Transportation (ODOT) jurisdiction matter and he will get in touch with his ODOT contact regarding the issues.

Mayor Sheets asked for other Public Comment. Leslie Paulson, co-owner of local business *H. Paulson Livestock & Feed*, then stood and requested to be added to next month's Council Agenda for her issues, and referred to an email she sent regarding explanations. She then stated their business is having a Grand Opening that weekend and encouraged everyone to attend, and submitted an advertisement for the record. CA Martinenko accepted. Councilor Baker questioned if an absence of an email response prevented them from doing anything, and L. Paulson stated not currently. She mentioned sending another email later that night, added some additional comments and concluded. The Council thanked them and they left.

There were no other Public Comments.

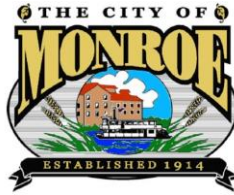
3. **STAFF REPORTS AND PRESENTATIONS:**

3.1. **Benton County Sheriff's Office (BCSO) Report:** Sheriff Van Arsdall stood and commented regarding the speeds on Dragon Drive and ODOT. He also said he thought



the meeting was next week, as did his office support who had to leave early, and apologized for not having a report available, but he gave an update verbally. He started by gushing about how much amazing the Light Parade was and said they all had a really good time, even joked about them having to “show everyone up” by having to arrest someone at the beginning of the parade. He asked for any questions. Councilor Ritch had one in regards to the speeding issue and asked if BSCO had a speed trailer they could set up. Sheriff Van Arsdall said they do and that he’d inquire about them, but also cautioned that those *can* sometimes end up being targets or “challenges” to reckless drivers. Councilor Baker agreed and stated they are more for education than enforcement. Sheriff Van Arsdall said he can spread the speeding tips around the Office to his Deputies so they can step up enforcement on 99. Councilor Baker had an additional question regarding Livability. He brought up compression brakes (AKA “Jake brakes”) and asked if that was enforceable. Sheriff Van Arsdall confirmed affirmative and discussion with Council ensued. Councilor Cuthbertson asked about the lost school zone sign from a previous Agenda. CA Martinenko and Sheriff Van Arsdall responded with a joint update on what they each learned and discussion was held amongst the group. Council will look into connectivity and adding another crosswalk in the area for safety. There were no other questions for the Sheriff, he thanked the Council and left.

- 3.2. Republic Services Presentation: Republic Services Representative (RSR) Kenny Larsen began his presentation at 6:27PM. Material referenced within the packet. RSR Larsen talked about inflation, rates, and increases while referencing material provided that was added to the Agenda Packet. Republic Services has eligibility for a 13.4% increase but they want to do right by the community and have room for negotiation. They are also offering to provide more options including weekly recycling and yard debris pickup. The estimated cost per customer bill only comes out to roughly \$4.00 more. Councilor Ritch requested getting firm numbers and RSR Larsen said he would provide those. Larsen then led into discussing a major recycling overhaul project on the horizon regarding items that are recyclable across the State. We won’t see changes until July 2025, and leading up to that there will be a lot of DEQ education and notification efforts in the community. Republic Services would also like to do more recycling events in our area and will get in touch with CA Martinenko about that. General dialogue held amongst the group. RSR Larsen ended his presentation after there were no other questions.
- 3.3. City Administrator Report: CA Martinenko began at 6:40PM with the City Administrator Report and the first topic discussed was an offer he just received from the Dettmer’s, property owners of 679 Commercial Street in Monroe, proposing sale to the City of Monroe or the Monroe Fire Department. Discussion of property location, zoning, and offer held. CA Martinenko wanted the Council to be aware that was received. DCR Davis also came on the line to say Chief Barnes came in after receiving his copy of the

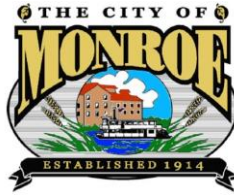


letter and had some ideas for the future potential to the benefit of City and Fire Department and would like to discuss it with CA Martinenko, Mayor and Council. CA Martinenko said he would love to talk to Chief Barnes and would follow up and add it to a future Agenda. He continued the City Administrator Report and mentioned the previous week being rough with Staff sickness, including his own and everywhere else across the State. He gave an update on the Oregon Health Authority (OHA) membrane plant review being completed, submitted to the regulator as required. He stated it is now in DuPont's hands to come make the necessary corrections and calculations then it will be done. The next item he discussed was the Feasibility Study to mitigate the Disinfected Bi-Products (DBP's), with material referenced in the packet. CA Martinenko held discussion with Council on pumps, cells, plant functionality issues, costs associated, outdated automation technology, and the need for having more operators that can be put through the training on our unique system instead of hiring someone very expensive that may ultimately leave for somewhere more modernized. CA Martinenko will review everything with Chuck Scholz, run all the numbers, and from there we'll have 2 years to finish everything. Next Report topic was regarding the review and number crunching of our Water Rates and CA Martinenko gave his update on the budget and costs associated with running the plant, raising the rates, and possible bonds. This will all go before Budget Committee for review of the money and funding. Next announcement from CA Martinenko was that meter reads for December would be done on the 22nd. With that, the City Administrator Report concluded.

Mayor Sheets asked if there were any questions. Councilor Ritch asked how the new hire Dawyn was settling in as Jonah's replacement as Accounting Specialist and CA Martinenko discussed her progress and stated he is confident in her abilities.

4. CONSENT AGENDA:

- 4.1. Approval of Bills, Financials and Minutes: At 7:02PM Mayor Sheets and Council moved onto the Consent Agenda. While Council reviewed the Consent Agenda, CA Martinenko announced that starting this month we're using ADP for payroll and spoke about the benefits of going through them for elements like payroll and taxes. Councilor Lindner asked if we're using ADP's "Resource" and CA Martinenko confirmed affirmative. Councilor Lindner then stated she's worked with that for approximately 6 years and to let her know if we have any issues or questions about it. Mayor Sheets asked when Naomi's last day is, and CA Martinenko explained at this point scheduled to the end of December but he may keep her on for an additional week. Councilor Ritch inquired about our Planning situation issues, including end of contract with our current County Associate Planner, would be on January's Agenda and CA Martinenko confirmed affirmative that it would be on the Agenda for January or February. Mayor Sheets asked for any other questions on the bills and financials, Councilor Ritch asked one clarifying



question, but there were none others.

Councilor Baker called for a motion to approve the Consent Agenda and Councilor Ritch so seconded; Councilor Linder asked if our past due accounts were paying or caught up and CA Martinenko confirmed affirmative and discussed that topic briefly to satisfaction of Council. Mayor Sheets called for a vote: Councilor Baker: Yes; Ritch: Yes; Cuthbertson: Yes; Winther: Yes; Knott: Yes; Linder: Yes. Motion carried at 7:09PM.

5. New Business:

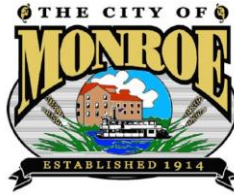
- 5.1. First Reading of Ordinance 2022-05: An Ordinance Adopting Updated City Council Rules: Mayor Sheets confirmed on record there wouldn't be a first reading and CA Martinenko described the attorney's suggestions upon review and it was established some adjustments need to be made first and offered more information.
- 5.2. Republic Services Franchise, Services, and Rates for Residential Waste Management & Recycling Services: Mayor Sheets acknowledged that we had the rate information and next step is to talk to the community and discuss. Opted to skip.
- 5.3. Review Natural Hazard Mitigation Survey for Monroe: CA Martinenko stated he would be sending the Council an email with a survey link regarding ranking things such as earthquakes, wildfires, winter storms, and how vulnerable they think our citizens and City may be to them. Had general discussion on the topics that will be part of the survey.

Mayor Sheets asked if there were any other questions. Councilors Ritch, Lindner, and Cuthbertson each asked a question and CA Martinenko responded with the available information. Brief group discussion held.

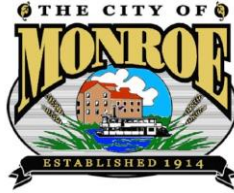
6. OLD BUSINESS:

- 6.1. Search for New Park Host: Mayor Sheets asked CA Martinenko how the search was going and Martinenko responded and confirmed that we have received around 4 applications so far and soon it will be ready to proceed. Councilor Ritch asked if it needed to go to the Parks Committee and Councilor Cuthbertson said it could or it could just go straight to Council or a Special Session. Group discussion held regarding the process, background checks, applicants. Councilor Ritch asked if DCR Davis is set up to do background checks but that was confirmed negative, we go through third party.

Mayor Sheets asked for other questions or comments and there were none. Mayor Sheets stated this will be discussed again at the Work Session in January.



- 6.2. RARE Projects Update: CA Martinenko gave update on RARE Participant C. Rivera's projects in the works. He completed his initial set of walk arounds for Community Engagement and his next assignment is to write an essay with presentation to the Council and it will be on his Community Engagement Program and on all the various experiences he had engaging with community members. CA Martinenko also said he will be working next with Economic Development and then it will be onto the Parks Master Plan.
- 6.3. Water System Feasibility Study: CA Martinenko and Council agreed in unison this had already been sufficiently discussed for the evening and they will move on.
- 6.4. Planning Commission Update: CA Martinenko pointed out the Council heard from an individual earlier that evening related to one update, and he explained the situation a little further. Group discussion held on the business and land use. Council generally agreed they do not want to stop a local business from being successful, but that we can't create a precedent where the City is not enforcing its Land Use Codes or following set procedures for everyone consistently and equally. The only other Planning updates from CA Martinenko were that he and Pat Depa have a pre-Application meeting with the property owners that want to develop the land sitting on Kelly Street with multi-family housing, and that the owners of 8th & Main Street and the area behind Depot Street are also talking but waiting to see what inflation does before committing. Councilor Baker asked a question in regard to the first Planning update topic and wanted to know if it would complicate CA Martinenko and the Attorney's jobs if Council members were to respond with their opposition or favor to the email mentioned. CA Martinenko said at this point the Attorney has advised them not to reply and wait until after the 21st. Brief group discussion held further.
- 6.5. Holiday Happenings & Monroe Light Parade Follow-Up: Mayor Sheets did a quick recap of the success and joy of Holiday Happenings, celebrated the library having a huge turnout for Cocoa Depot and Cider Station, including Commissioner Nancy Wyse herself, as well as the City's participation in the Parade this year. CA Martinenko was very sick and unfortunately unable to drive the truck and wear the Santa hat, however DCR Davis came on and said Mark Murray in Public Works did a pretty good job in his place, and shouted out to him for putting the lights on the truck and all his help. Mayor Sheets shouted out to the City of Corvallis for footing the bill for the trolley to participate in the Parade too. Council all agreed they would love to see the pictures we got and DCR Davis agreed to gather them for sharing.



7. City Events & Other Happenings:

7.1. City Events Calendar: Link listed on the agenda for reference.

7.2. Upcoming 2023 City Events: Mayor Sheets ran through the list of upcoming events, and pointed out the next meeting will be the swearing on in January 9th before the monthly Work Session. Mentioned he's planning on doing Monthly Mayor hours and will update Council on that after the holidays. Spoke briefly about some ideas about Town Hall meetings, the upcoming budget season, and the 2023 Monroe Festival is set for June 24th.

7.3. Councilor Comments: Councilor Lindner asked if everyone should plan on attending the Swearing In to show moral support even if they aren't being sworn in and Mayor Sheets said absolutely. Councilor Ritch pointed out the Work Session will be after that too and the times would be 6:00 and 6:30, respectively. Councilor Ritch commented that he really enjoyed the Light Parade and wished everyone a Merry Christmas. No other Councilor comments.

7.4. Mayor's Comments: Mayor Sheets gently announced that his mother-in-law, as well as former Mayor and Monroe City Councilor, had passed away earlier this month and he wanted to relay that she expressed how proud she was of this Council and said everyone does an amazing job. The Council expressed sorrow for his loss and thanked him for sharing that. No other Mayor comments, but CA Martinenko mirrored her feelings about this Council and expressed how much of a good reputation they have built, and how he constantly hears how wonderful they all are from members of the community and other partners. Mayor Sheets then shouted out to City Staff and Public Works, and Councilor Lindner included CA Martinenko and thanked him for all his constant hard work too.

9. ADJOURN: Mayor Sheets wished everyone a Merry Christmas, Happy Holidays, a Happy New Year and adjourned the meeting at 7:48PM.

Approved by Council Action on January 23rd, 2023,

Mayor Dan Sheets: _____ Date: _____

Attest: _____

Steve Martinenko, City Recorder