

REGULAR CITY COUNCIL MEETING

February 13th, 7:00 p.m. at City Hall, 100 W Halsey St., Halsey, OR

**This hybrid meeting was also conducted as a teleconference, with external participation available via phone or video link.*

MEETING CALLED TO ORDER

Meeting called to order at 7:04 p.m.

ROLL CALL

Present: Councilor Stacy Strauss, Council President Michelle Isom, Councilor Jeremy Romer, Mayor Jerry Lachenbruch, Councilor Jerry Gillson

Absent: Councilor Scott LaCoste, Councilor Gabriel Flores,

Staff Present: City Administrator Briana Parra, Municipal Clerk Audrey Whiddon,

Guests: Joselyn Morales, Josh Stanley, Joe Ashcraft

Remote

Participants: Librarian Abi Vinson, Admin Assistant Amber Murray, Tia Parrish, Kang, David Kinney

PLEDGE OF ALLEGIANCE

COUNCIL MINUTES

Council is asked to review and approve the minutes from the Council Meeting on January 9, 2024.

Motion: I move that the Governing Body of the City of Halsey approve January 9th City Council Minutes as submitted

Motion by: Council President Isom, Seconded by Councilor Romer

Vote: Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Council is asked to review and approve the November 2023 Financial Reports.

Motion: I move that the Governing Body of the City of Halsey approve the November financial report as submitted

Motion by: Councilor Romer, Seconded by Councilor Strauss

Vote: Ayes: Unanimous

Motion Carries

Council is asked to review and approve the December 2023 Financial Reports.

Motion: I move that the Governing Body of the City of Halsey approve the December financial report as submitted

Motion by: Councilor Romer, Seconded by Councilor Strauss

Vote: Ayes: Unanimous

Motion Carries

AGENDA ADJUSTMENTS

No adjustments

DELEGATIONS

Linn County Sheriff's Office: Sargent Frambes

There was no arrest made, 14 traffic stops were made during the month of January.

7 Stars Market OLCC Liquor License Request

Mr. Kang is co-owner of the 7 Stars Market. They plan on changing the name to Halsey Food Market. He is requesting approval for OLCC liquor license.

Josh Stanley Sweet Home Sanitation

There are 299 residential customers and 28 commercial customers in Halsey. 622 tons of waste was removed residentially. 248 tons of yard waste was removed residentially. 122 tons of recycling was removed residentially. Clean up days are scheduled for June 8th and October 12th this year.

David Kinney Council Priorities Presentation

If the council adopts the priorities for 2024-2025, Mr. Kinney suggests that it may be appropriate to start with the smaller items then move on to the larger item priorities. The priorities do not need to be accomplished in numeric order as listed. Mr. Kinney brought up priority number 5 regarding training, he suggested that with the new laws the council would benefit from training.

CITIZEN COMMENTS

Joselyn Morales gave an update on the camera that Central Linn High School wants to purchase. They still need \$450 to meet their goal.

REPORTS TO COUNCIL

City Administrator: Briana Parra

- State Funding Request- A funding request was submitted via Oregon House Representative Jami Cate to put forward for consideration. The funding would be used for the Public Works water line update.
- Parks Project- Funding for the project is pending decision regarding tree removal. Andy has been working on getting quotes to have the trees in the ODOT easement removed so that we can move forward with our park project. We need to get a permit to have the trees removed, which we are in the process of.
- Engineer of Record- Would the council like to start the process for engineer record? The council decided that yes, they would like to move forward.
- Budget Committee- There are four open seats. So far, we have not received any applications.
- Year-end- The bookkeeper we hired has completed our quarterly and monthly financial reporting. Along with our tax filings. She has helped to identify things that could be done differently.
- IT Update- We had two laptops that did not connect to the drives and were not up to security compliance standards. That has now been rectified and now backups if needed. The cameras were not working properly due to the server going down. Our IT has resolved that issue, and they are now in working order.
- Banking Permissions- Working on getting signing permission. City Administrator Briana does have access to the LGIP account.
- March Agenda- This month had a packed council agenda resulting in some items being moved to March.
- Upcoming Events- February 19h is Presidents Day. City Hall will be closed. March 26th at 7pm Central Linn Rec Center open house – at the Central Linn Rec Center. April 13th at the park – BOOK-IT Library 5k.

Library: Abi Vinson

- Patrons- There were 85 patrons in the month of January. There were 75 items checked out for the month of January. 2 new library cards were issued in January.
- Collection Update- 111 books were added to the collection, resulting in a total of 5,111 items available at the library.
- Grant Writing Course- Librarian Abi has about three weeks left of the second half of the course.
- 5K- So far four people have registered for the race. Currently the Parks & Library Committee are in the process of looking for sponsors for the race.

Mayor's Report: Jerry Lachenbruch

- League of Small Cities Conference- City Administrator Briana, and Mayor Lachenbruch attend the conference in Tangent.
- Land Conservation & Development Meeting- It was a natural hazards mitigation meeting in Tangent. They are trying to put together a plan to look forward and not reactive to natural hazards. It was the third meeting.

- Short Session- Mayor Lachenbruch had conversations with Conner from Representative Cati's office and Senator Haden's office about the Short Session and issues regarding small cities and housing.

Central Linn School District: Michelle Isom

- Sports- The Cheer team won 4th place at the State competition. The Basketball team won the first round of the playoffs.
- FFA- They are having a Tri-tip dinner drive through from 12-2 on 2/17/2024 to earn money.
- Booster Club- They will be holding an auction to raise money on March 16th.

Oregon Cascades West Council of Governments Board: Jeremy Romer

There is nothing new to report this month.

OLD BUSINESS

There was no old business.

NEW BUSINESS

7 Stars Market OLCC Liquor License Request

Motion: I move that the Governing Body of the City of Halsey approve the liquor license application for The 7 Stars Market

Motion by: Council President Isom, Seconded by Councilor Romer

Vote: Ayes: Unanimous

Motion Carries

Sweet Home Sanitation Rate Change

Sweet Home Sanitation presented the 2024 rates for Council review. The ordinance allows them to adjust pricing based on the CPI, but they came to Council to be available to answer questions.

Adopt 2024-2026 Council Priorities

Motion: I move that the Governing Body of the City of Halsey adopt the 2024-2025 Council Goals as submitted.

Motion by: Council President Isom, Seconded by Councilor Romer

Vote: Ayes: Unanimous

Motion Carries

Approval of Budget Calendar

Motion: I move that the Governing Body of the City of Halsey approve the 2024-2026 Budget Calendar as submitted.

Motion by: Councilor Romer, Seconded by Council President Isom

Vote: Ayes: Unanimous

Motion Carries

Appoint the City Budget Officer for 2024-2025

Motion: I move that the Governing Body of the City of Halsey appoint and designate the City Administrator to be the Budget Officer for the Fiscal Year 2024-2025

Motion by: Councilor Gillson, Seconded by Council President Isom

Vote: Ayes: Unanimous

Motion Carries

ORDINANCES & RESOLUTIONS

Resolution #2024-728 - A Resolution of the City of Halsey Authorizing a Loan from the Clean Water Revolving Loan Fund by Entering into A Financing Contract with the Oregon Department of Environmental Quality

Motion: I move that the City of Halsey adopt Resolution #2024-728- A Resolution of the City of Halsey Authorizing a Loan from the Clean Water Revolving Loan Fund by Entering into A Financing Contract with the Oregon Department of Environmental Quality.

Motion by: Council President Isom, Seconded by Councilor Gillson

Vote: Ayes: Unanimous

Motion Carries

ADJOURNMENT

Meeting adjourned at 8:36pm.

Admin Assistant, Amber Murray

Mayor Jerry Lachenbruch