

REGULAR CITY COUNCIL MEETING

January 11, 2022, 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 7:00 p.m.

ROLL CALL

Present: Mayor Jerry Lachenbruch, Councilor Jerry Gillson, Councilor Michelle Isom, Councilor Ken Lorensen, Councilor Randy McMillen, Councilor Christine Raven, Councilor Stacy Strauss

Staff Present: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Librarian Jordan Parrish,

Guests: Linn County Sheriff Sergeant Frambes, Tia Parrish (The Times), TJ Gillson

Remote Participants: Municipal Clerk Laurie Eastridge, Public Works Andy Ridinger

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Council Meeting Minutes – December 14, 2021

Motion: I move that the Governing Body of the City of Halsey approve the business items in the consent agenda as submitted.

Motion by: Councilor Lorensen, Seconded by Councilor Gillson

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Council reviewed the Financial Reports and Journal Entries for December 2021.

The December Financial Report includes check numbers 19452-19515 in the amount of \$41,524.69 The prior month's final check number was 19451.

Motion: I move that the Governing Body of the City of Halsey approve the December 2021 Financial Reports and Journal Entries as submitted.

Motion by: Councilor Gillson, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

DELEGATIONS

Linn County Sheriff's Department – Sergeant Frambes

Halsey contracts for 72 hours, and in December 92.25 hours were logged. There were raffic Citations, 17 Traffic Warnings, 1 Adult arrest and 57 Complaints/Incidents investigated.

A possible improper sale to a minor at the store is still being investigated. A question was asked on the requirements for the registration of sex offender.. If a registered sex offender changes address, they have 30 days to report the new address. There is a website where you can see where these folks are living. Sergeant Frambes clarified the mail theft incident that occurred on West 5th. They were able to track her, but they could not prove that she took the mail from the mailbox. Mail theft is more common in December.

CITIZEN COMMENTS

There were no citizen comments.

REPORTS TO COUNCIL

City Administration-Hilary Norton

Halsey will be making a domain change from www.cityofhalsey.com to www.halseyor.gov. This will affect the website as well as the email addresses. The older email address should forward to the new email addresses. Brandon Sofge is available to help Councilors sign in to the new addresses..

The League of Oregon Cites Small City Meeting will be in our Community Center on February 11th. Councilors who want to attend need to let Norton know. There is limited seating due to the need to maintain social distancing.

The refrigerator in the kitchen has stopped working. Norton will purchase a good quality residential refrigerator, rather than a new commercial one.

The RARE Student Program Director at University of Oregon stated that the City will be required to pay the \$23,800 match, but is not required to pay for housing. He stated that the projects proposed from the Council Priorities are all appropriate, and it is good for the student to have multiple projects.

Budget Committee has one vacancy. One member's term expired last June. That person is applying again. The vacancy must also be posted, so that anyone interested has the opportunity to apply.

Last fall Council gave permission for a staff retreat on innovation and process improvement. This has been tentatively scheduled for May 18.

Local Access Only and No Loitering Signs have been ordered for West D Street. A fence contractor has been scheduled to give an estimate for a fence near the railroad tracks.

Jorden Parrish has given her notice to leave the Librarian position. Laurie Eastridge will be filling in at the Library until a new Librarian is hired. Library hours will remain the same except on Wednesday, which will temporarily change to 10:00 am to 2:00 pm. We are sad to see Jorden leave us, but she has a great opportunity at a new job in Albany.

Public Works Department-Andy Ridinger

The annual water use report was completed. The Gas Company unfortunately caught one of the water lines on West 4th Street. It has been repaired. Drain pipes were cleaned in two different areas. The lagoons got full, so we started discharging them on December 20. Before discharging, the equipment at the lagoon was inspected, replaced, and rebuilt as needed. The Christmas decorations are down. With all the rain in December, there weren't any major issues with our systems. A question was asked about the vactor truck, and Andy reported that it was back after the repairs.

Library-Jorden Parrish

Parrish's last day as the Librarian will be Friday, Jan. 21st. The Library did better in 2021 than in 2020, because of Covid. Some things that hopefully will happen in 2022 are the 5K Run/Walk Fundraiser, two new laptops for public use, and possibly joining the Oregon E-books consortium. These may depend on the new Librarian. A councilor asked if the online use of the library is counted in the threshold numbers. Any use of the library is counted.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Appoint Budget Officer FY-2022-2023 Budget Cycle

Council was asked to appoint a Budget Officer for the FY 2022-23 Budget cycle.

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 2022-2023

Motion by: Councilor Lorensen, Seconded by Councilor Gillson

Vote:

Ayes: Unanimous

Motion Carries

Approval of the Budget Calendar for Fiscal Year 2022-2023

Council was asked to approve the FY 2022-23 Budget Calendar.

Motion: I move that the Governing Body of the City of Halsey approve the 2022-2023 Budget Calendar as submitted.

Motion by: Councilor Isom, Seconded by Councilor Gillson

Vote:

Ayes: Unanimous

Motion Carries

Sweet Home Sanitation Household Hazardous Waste Report

The Household Hazardous Waste Report was provided to Council in the packet. This is one of the requirements of the TMDL plan. The report includes all waste collected at the event, not just waste from Halsey.

Total Maximum Daily Load Update Report

There were some items that weren't completed in 2020 because of Covid. In 2021 we got caught up again. The City is on track to apply to join the Tree Cities program in December. Larissa built a page on the website that includes information about storm water runoff, pollutants, illicit discharge and animal waste.

ORDINANCES & RESOLUTIONS

RESOLUTION 2021-704 – A Resolution of the City of Halsey Adopting the Updated Water Management and Conservation Plan.

The Water Management and Conservation Plan is required by Oregon Water Resources Department. It must be updated every 10 years. This update was created by OAWU. It was submitted to OWRD for their comments and publications of notices earlier this year. It is now ready to be reviewed and approved by Council.

Motion: I move that the Governing Body of the City of Halsey adopt RESOLUTION 2021-704, A Resolution of the City of Halsey Adopting the Updated Water Management and Conservation Plan.

Motion by: Councilor Isom, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

ADJOURNMENT

Meeting adjourned at 7:30 p.m.

Municipal Clerk, Laurie Eastridge

Mayor Jerry Lachenbruch