

## **REGULAR CITY COUNCIL MEETING**

June 14, 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, Council President Ken Lorensen, Councilor Stacy Strauss, Councilor Michelle Isom

Absent: Councilor Randy McMillen, Councilor Christine Raven

Staff Present: City Administrator Hilary Norton, Assistant City Recorder Larissa Gangle, Municipal Clerk Madison LaCoste

Guests: Mitch Little, Anne Sunday, Tia Parrish, Holly Parish, Sergeant Frambes, Ruxton Schuh (Remote)

Remote

Participants: Public Works Andy Ridinger

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING: PROPOSED USES OF STATE SHARED REVENUE**

Public hearing opened: 7:02

Council must hold a Public Hearing on the proposed uses of State Shared Revenues before adopting the Fiscal Year 2022-23 Budget.

Council Members were asked if they would like to announce any actual or potential conflict of interest as defined in Oregon Revised Statute Section 244; there were none. The audience was asked to voice any challenges to any Council Member's impartiality or ability to participate in the discussion; there were none. No correspondence was received regarding the matter.

There were no public comments.

Public hearing closed at 7:05

## **PUBLIC HEARING: FISCAL YEAR 2021-2022 BUDGET**

Public hearing opened at 7:05

Council must hold a Public Hearing on the approved Fiscal Year (FY) 2022-2023 Budget prior to adoption.

Council Members were asked if they would like to announce any actual or potential conflict of interest as defined in Oregon Revised Statute Section 244; there were none. The audience was asked to voice any challenges to any Council Member's impartiality or ability to participate in the discussion; there were none. No correspondence was received regarding the matter.

There were no public comments.

Public hearing closed: 7:06

## **PUBLIC HEARING: PROPOSED UTILITY RATE INCREASES**

Public hearing opened at 7:07

Council must hold a Public Hearing on any proposed utility rate increases prior to adoption.

The FY 2022-2023 Budget which was approved by the Budget Committee includes the following proposed rate increases: Water - \$2.00, Sewer - \$1.00, Storm Drainage - \$2.00, Blue Heron Stormwater - \$1.00.

Council Members were asked if they would like to announce any actual or potential conflict of interest as defined in Oregon Revised Statute Section 244; there were none. The audience was asked to voice any challenges to any Council Member's impartiality or ability to participate in the discussion; there were none. No correspondence was received regarding the matter.

There were no public comments.

Public hearing closed: 7:08

## **CONSENT AGENDA**

Council Meeting Minutes – May 10, 2022

**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 Gillson, Seconded by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## FINANCIAL REPORTS

Council reviewed the Financial Reports and Journal Entries for May 2022.

The April Financial Report includes approving check numbers 19708-19752 in the amount of \$64,462.89.

**Motion:** I move that the Governing Body of the City of Halsey approve the May 2022 Financial Reports and Journal Entries as submitted.

**Motion by:** Council President Lorenson, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## AGENDA ADJUSTMENTS

Administrator Norton requested item M1 under New Business: Planning Commission Application be moved up moved to after delegations.

## DELEGATIONS

### Linn County Sheriff's Office—Deputy Frambes

Deputy Frambes noted 4 out of 5 citations issued were on a suspended license. The only crime was a vehicle broken into at tavern. The gas station was victim of armed robbery, the suspect was apprehended and detained, this crime will be reported on the June report. Councilor Isom commended deputy about higher LCSO presence in town last month. Deputy Frambes said there will be a higher presence at schools will be on 6/16/2022 for last day of school. Deputy Frambes also issued a reminder to take all valuables and belonging out of vehicles and to lock your vehicles.

## NEW BUSINESS

### Planning Commission Application

There is a vacant seat on the Planning Commission; an application for the position has been submitted from Mitch Little.

To be eligible, a candidate must be registered to vote and have lived in the city limits of the City of Halsey for at least twelve months prior to election or appointment; Little meets these requirements.

**Motion:** I move that the Governing Body of the City of Halsey appoint Mitch Little to the Planning Commission.

**Motion by:** Councilor Isom, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## **CITIZEN COMMENTS**

*There were no citizen comments.*

## **REPORTS TO COUNCIL**

*City Administrator: Hilary Norton*

### TMDL Updated Requirements - Mercury

The EPA required the DEQ to tighten up mercury standards in the Total Maximum Daily load (TMDL). The City already meets most requirements; the report has already been drafted and submitted. The report is currently under review by the DEQ and if it is approved the revised report will be brought to council.

### Hwy 99 Project Update

The Hwy 99 project is expected to start in August. ODOT has not given the exact date, Administrator Norton noted community members will start seeing disrupted traffic patterns and work. ODOT reports it will now be three construction seasons, not two. Due to negotiations with Union Pacific, this project is now broken into two phases; Phase I is everything north of the railroad crossing, Phase II is the railroad crossing and some of the road south of the crossing. Phase II is funded and committed. The City should expect to see year round work, weather permitting. The project is expected to be complete in 2024.

### Train Event

The train installation event is scheduled for Saturday July 9<sup>th</sup>, 2022. Councilor Johnson's family may attend. Administrator Norton asked if some members to Council would be willing to attend and act as hosts for the event.

Administrator Norton will work with council and Johnson's family to finalize a time that suits their schedules.

### Summer BBQ Movie

The date for the Summer BBQ and movie in the park will be August 12<sup>th</sup>, 2022. The Fire District will be cooking, and The City will provide food. The start time is not yet determined, The City is working with the movie company to set it.

### IT Update

The IT transition is complete, The City has new firewalls in place in the shop, city hall, and the library. Administrator Norton provided customer support phone number to members of council.

Roome Telecommunication Inc. (RTI) has offered to donate \$100 to summer reading program, they have also offered to sponsor the Summer BBQ.

Georgia Pacific is donating \$500 to the library

### *Public Works: Andy Ridinger*

Public works performed annual herbicide treatment at lagoon to prevent algae growth, as well as hauled rocks out to prevent erosion at lagoon. Lots of mowing was done in between rainy weather to try and keep up with overgrown grass. Public works were involved with city clean up, they helped with hauling

tires and appliances and they were also involved with the surplus sale. There is one tree down at the park and some work was done to help prop it up.

*Library: Sara Cooper*

The daily threshold count increased to 6.5 in May.

Assistant City Recorder Gangle and Librarian Cooper planted flowers at the Veteran's Memorial.

Librarian Cooper is promoting the Summer Reading Program to kick off on Saturday, June 25. It has been advertised at multiple locations.

The Oregon State Library created Summer Reading Program logos free of charge as well as donating \$250 credit for product from their website.

## **ORDINANCES & RESOLUTIONS**

*Mayor Lachenbruch requested Council's permission to read the Ordinances & Resolutions by title only.*

**RESOLUTION 2022-709** – A Resolution of the City of Halsey Adopting the Budget for the 2022-2023 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt

Council must adopt a Resolution for appropriations of funds and imposing the tax for the 2022-2023 Fiscal Year.

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-709 – A Resolution Adopting the Budget for the 2022-2023 Fiscal Year and Imposing the Tax Rate of 5.6014 per \$1,000 and \$55,761 for Bonded Debt

**Motion by:** Councilor Isom, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**RESOLUTION 2022-711** – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues

Council must adopt this Resolution for the City of Halsey to be eligible to receive State Shared Revenue Funds

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-711 – A Resolution Certifying the Eligibility of the City of Halsey to Receive State Shared Revenues

**Motion by:** Council President Lorensen, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**RESOLUTION 2022-710** – A Resolution of the City of Halsey Declaring the City’s Election to Receive State Revenues

Council must adopt this Resolution for the City of Halsey to receive State Shared Revenue Funds

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-710 – A Resolution Declaring the City of Halsey’s Election to Receive State Shared Revenues

**Motion by:** Councilor Gillson, Seconded by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**RESOLUTION 2022-712** – A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Planning Requests, Water Services, Sewer Services, Facilities Reservation Rates, and Repealing Resolution 2021-692

This resolution adopts the City of Halsey fee Schedule for the 2022-2023 fiscal year.

**Motion:** I recommend that the Governing Body of the City of Halsey adopt Resolution 2022-712 A Resolution Updating City Hall Operating Fees, Fees in Connection with Land Use Requests, Water Services, Sewer Services, Facilities Reservation Rates and Repealing Resolution 2021-692.

**Motion by:** Councilor Gillson, Seconded by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**EXECUTIVE SESSION**

*Pursuant to ORS 192.660(i) to discuss the annual evaluation of the City Administrator, Halsey City Council entered Executive Session at 7:40pm. The Council exited the Executive Session at 7:48pm.*

**OLD BUSINESS**

Approve Contract or Adopt Amended Wage Scale for 2022-2023

Council needs to determine a salary for the City Administrator starting in July, either by adopting an updated 2022-2023 Wage Scale or by approving an employment contract. Council was given a draft employment agreement and two wage scales to consider. Questions were asked about the various options. Mayor Lachenbruch expressed favor for the employment agreement Administrator Norton proposed to council.

**Motion:** I recommend that the governing body of City of Halsey approve the draft employment contract as submitted.

**Motion by:** Councilor Gillson, Seconded by Councilor Isom

**Vote:**  
**Ayes:** Unanimous  
**Motion Carries**

**ADJOURNMENT**

Meeting adjourned at 8:03 p.m.

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**Municipal Clerk, Madison LaCoste**

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**Mayor Jerry Lachenbruch**