

## REGULAR CITY COUNCIL MEETING

November 8, 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, Council President Ken Lorensen, Councilor Jerry Gillson, Councilor Randy McMillen, Councilor Stacy Strauss, Councilor Michelle Isom, Councilor Jeremy Romer

Absent:

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

Guests: Scott LaCoste, T.J. Gillson, Tia Parrish, Holly Parrish

Remote

Participants: Public Works Andy Ridinger

### PLEDGE OF ALLEGIANCE

### CONSENT AGENDA

Council Meeting Minutes – October 11, 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 Isom, Seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

### FINANCIAL REPORTS

Council reviewed the Financial Reports and Journal Entries for October 2022. The October Financial Report includes approving check numbers 19955-19993 in the amount of \$15,845.69.

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

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

**Vote:**

**Ayes:** Unanimous

## Motion Carries

### AGENDA ADJUSTMENTS

There were no adjustments, Administrator Norton did make Council and the audience aware that at exactly 8:00 pm the ballot drop box will need to be secured and that there may be a brief interruption.

### DELEGATIONS

#### Linn County Sheriff's Office: Sergeant Frambes

There were 8 traffic stops: 3 citations for driving on a suspended license, 1 citation for no insurance, 1 for registration, and 1 for illegal trailer parking. There were no reported property crimes reported for the month of October. Two car chases occurred in Halsey, both committed by the same person in the same vehicle.

### CITIZEN COMMENTS

There were no citizen comments.

### REPORTS TO COUNCIL

#### City Administrator: Hilary Norton

Administrator Norton gave an update on local food trucks that have been periodically parking at City Hall on the weekends. There has been positive feedback and the consensus was to continue allowing them to park at City Hall.

Third Thursday has begun. Attendance has been light but is expected to increase with the new banner and consistency. Sharing Hands will be at the next Third Thursday.

Administrator Norton asked Council about their opinion on a Library Fee Amnesty Program. Library Volunteer hours or canned food for Sharing Hands would be given in exchange for fee removal. There was consensus.

The letter for the Clean Water Revolving Loan Fund has been submitted. More updates are to come.

The first Parks Committee Meeting has occurred. The committee reviewed data from surveys and brainstormed and gave feedback on ideas for the parks. Administrator Norton invited Council members to attend future meetings.

The Council of Governments is gathering information for Faster Internet Oregon. They are looking for speed tests to gather data. Administrator Norton asked Council to submit speed tests.

Administrator Norton asked members of Council if any were having troubles accessing their emails and provided them with the IT phone number to troubleshoot any problems.

#### Public Works: Andy Ridinger

There were some water leaks that were repaired. The Jockey pump has been rebuilt and is back up and running. Public Works located the water line by the school for ODOT to prevent any disruption to their service. The rain has begun filling up the lagoon and staff are getting ready for discharge season. The last

of the mowing for the season is complete. Public Works installed some parking signs and posts at the school for their new parking lot.

Library: Sara Cooper

The daily Threshold is at 6 patrons. There was a donation of 120 books. The Statistical Report for the State has been submitted. The Ready to Read Grant has been approved and funds will be available in December for the Summer Reading Program. There will be a Christmas Caroling and Cider Event on December 17<sup>th</sup> at 5:00 pm. The date for the 5K has been set for April 22<sup>nd</sup>.

Council Priorities Report

Administrator Norton updated Council on Council Priorities. The City has applied for a loan through Business Oregon for the new well. The City did not get the Technical Assistance grant for the engineering. Administrator Norton has been researching asset management and mapping programs. The fuel tanks are on hold until the new well is installed and the new community center sign is on hold until the Highway 99 project is complete.

City Revenue has not declined, but increasing costs are continuing to impact the City. Staff are mindful of looking for efficiencies and less expensive options whenever possible. The switch to a full-page billing system is almost complete and the newsletter will be included with the new full-page bills. The online e-billing portal will not be available at the same time, but is being worked on and should be available within a couple of months after the full page billing is set up.

The ditch mower has been purchased and has increased the efficiency of ditch mowing. Administrator Norton has not yet found a nearby community to share a lift, but Public Works has been renting one when needed.

Central Linn School District: Michelle Isom

The boys' and girls' soccer teams have made it to the playoffs. The baseball field had a large donation for turf in baseball and softball fields in fields. New dugouts will be built at the baseball field. The Elementary School was donated a little free standing lending library and wanted to ask council's permission to place somewhere in town. Administrator Norton stated she would check with the City Attorney about placing it on public property or it can be placed on private property, Council President Lorensen volunteered his property for placement.

Sharing Hands: Ken Lorensen

Sharing Hands increased the number of people they serve by 800%. Numbers had dropped some after Covid, but have recently increased in the last few months. Sharing Hands solely serves the Central Linn Community and needs more community support. Sharing Hands director Deb Gruell will be at Third Thursday to explain more about Sharing Hands and the organization.

**NEW BUSINESS**

Approve Audit

The 2021-2022 FY Audit is complete. The auditor found no violations or exceptions. The audit has been submitted to the State of Oregon. The letter to Council and the audit report are included in the packet.

**Motion:** I move that the governing body of the City of Halsey approve the 2021-2022 Fiscal Year Audit as submitted

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

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

*Linn County Natural Hazard Mitigation Plan Intergovernmental Agreement*

Council is asked to consider approval of an Intergovernmental Agreement with Linn County for a five-year update of the Linn County Natural Hazard Mitigation Plan. Administrator Norton gave an update explaining to Council about the IGA included and the wording in the document. There was some discussion. Administrator Norton recommended to move forward with *intent* to sign, but to hold off on approval for now until language can be changed and clarified. Consensus was to move forward with intent to sign after the language to the agreement has been updated.

**ORDINANCES & RESOLUTIONS**

*ORDINANCE 2022-442 – An Ordinance of the City of Halsey Amending the Halsey Municipal Code and Adding Chapter 7.30 Regulating Mobile Food Units*

**This is the first reading of ORDINANCE 2022-442.** Council is asked to consider adopting an ordinance that would allow and regulate mobile food units inside the City of Halsey. The ordinance requires mobile food units to have proper licensing, requires permissions from The City before operations, and basic regulations pertaining to set up and clean up.

*RESOLUTION 2022-713 – A Resolution of the City of Halsey Adopting a Stormwater Master Plan for the City of Halsey, and Replacing the 2000 Storm Drainage System Master Plan*

Council is asked to consider adopting the 2020 Stormwater Master Plan to replace the Storm Drainage System Master Plan from 2000.

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-713 – A Resolution of the City of Halsey Adopting a Stormwater Master Plan for the City of Halsey, and Replacing the 2000 Storm Drainage System Master Plan

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

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**ADJOURNMENT**

Meeting adjourned at 7:45 pm

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**Municipal Clerk, Madison LaCoste**

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**Mayor Jerry Lachenbruch**