

## REGULAR CITY COUNCIL MEETING

December 13, 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, Municipal Clerk Madison LaCoste, Librarian Sara Cooper

Guests: Scott LaCoste, T.J. Gillson, Chenoweth Robertson, Anne Sunday

Remote

Participants: Public Works Andy Ridinger, Assistant City Recorder Larissa Gangle

### PLEDGE OF ALLEGIANCE

### CONSENT AGENDA

Council Meeting Minutes – November 8, 2022

Annual Urban Forestry Plan 2023

**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 McMillen, Seconded by Councilor Isom

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

### FINANCIAL REPORTS

Council is asked to review and approve the Financial Reports and Journal Entries for November 2022. The November Financial Report includes approving check numbers 19994-20039 in the amount of \$78,993.

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

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

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

## **AGENDA ADJUSTMENTS**

### **DELEGATIONS**

Linn County Sheriff's Office: Sergeant Frambes

November was a quiet month for Halsey. No property crimes, a handful of traffic citations, and one arrest with outstanding warrants. Sgt. Frambes reminded folks to keep their cars locked and their valuables stored inside. The LCSO is continuing to monitor and respond to Diamond K trailer and parking issues. The Oregon State Police issued a citation for improperly lighted forklifts moving trailers.

### **CITIZEN COMMENTS**

There were no citizen comments.

### **REPORTS TO COUNCIL**

City Administrator: Hilary Norton

The Tree Cities Application has been submitted.

Council was asked to review the Council meeting schedule for 2023. There were no requested changes.

The DEQ Clean Water Revolving Loan fund applications were submitted for the I&I work and the Waste Water Facilities Plan.

Paid Family Leave tax starts in January and employees are eligible to take leave under the new program starting in September.

Administrator Norton met with Representative Rayfield in Corvallis to discuss wetlands law and land availability in Halsey, and creative mitigation ideas. He directed her to some other people to work with to see if something can be added to the affordable housing package that will hit the floor this session.

The Park Committee gave Julia a lot to work with – they are in recess for the holidays, and she is checking cost, insurance, maintenance, space and feasibility and starting to work on a draft plan.

Elected Essentials training is still going on. New Councilors or Councilors who haven't had it yet are encouraged to sign up – it includes a lot of basic legal information that is useful to know as a Councilor.

After exchanges with Linn County and DLCD it appears that Halsey does not have to sign the Intergovernmental Agreement for the Linn County Natural Hazard Mitigation Plan and can still be eligible for FEMA funding.

Halsey was not awarded a Small Cities Allotment Grant this year, in part because they raised the grant amount but don't have more funding, so it was a more competitive process and fewer grants were given.

The new website is live at [www.halseyor.gov](http://www.halseyor.gov). It is very patchy; it was less complete than we expected and we are fixing it as quickly as we can so it is very much under construction.

Regional discussions have been happening on the best way to make rural voices heard in Salem. Another lobbyist would be just one voice in 1000. It will be more impactful if local elected officials build relationships with our Representative and Senator so they can represent our interests well. There is a lobbying 101 class offered by LOC, and Administrator Norton asked if Council would be interested in scheduling a Worksession to do that together, if some Councilors would be interested in occasional regional meetings to set regional priorities so that multiple cities can advocate for the same things, can reinforce each other's message, and if they would be interested in an annual or semi annual regional meeting with legislators and elected officials from neighboring communities all in a room together to talk and listen to each other. Consensus was in favor.

Public Works: Andy Ridinger

Public Works had an emergency repair on a water leak on the 300 block of West 5<sup>th</sup> Street. The vactor truck is in the shop and Alyrica was able to help with the repair, making it much easier and faster to complete.

The annual influent/effluent meter calibration was completed, and we learned that we can do it ourselves in the future as long as we follow the manufacturer's procedures and keep a record.

Discharging started at the lagoon on December 1<sup>st</sup>. Prior to discharging, we rebuilt both Cl2 regulators, the chlorinator, the bi-sulfite pump, and we installed a new 1.5 HP supply pump

We graded the gravel roads in town and hung Christmas decorations on Hwy 99.

Two drainage improvements were completed: a 40' 12" pipe was replaced in the 400 block of West 4<sup>th</sup> St, and a 20' section on the 600 block of West 5<sup>th</sup> Street. In both cases the new line replaces lines that were broken, collapsed, or clogged.

The vactor truck is in the shop with transmission issues, the transmission is still under warranty. A new one has shipped, and they hope to have the work done by next week.

Library: Sara Cooper

The daily threshold count is down a bit to 5. 81 patrons came into the library in November. The Bookmobile sale was on Saturday November 19<sup>th</sup>. Only a few people came, but we made \$50 for the library and a new volunteer named Kara helped with the sale.

The new heater was installed, and the library is warm! Sara and a volunteer named Daphene walked in the light parade for the library.

There will be a Christmas caroling and cider event at the library on Saturday December 17<sup>th</sup> at 5 pm.

The sleepover in the library will be on Friday, January 13<sup>th</sup>.

Sharing Hands: Ken Lorensen

The Friday before Thanksgiving, Sharing Hands had two turkeys and 68 requests for Thanksgiving meals. On Tuesday they received 72 turkeys, and all the side dishes and Sharing Hands was able to supply about 70 families with Thanksgiving dinners. The food came from the Oregon Food Alliance. The November food drive in Halsey yielded over 100 lbs of food. Council President Lorensen thanked those that contributed.

Georgia Pacific recently donated 4 pallets of paper products to Sharing Hands.

This Saturday, Sharing Hands will be giving out Christmas gifts to kids. Remember we have a toy drive linked to our Third Thursday event, and a local Church is helping too. Georgia Pacific also participates

Central Linn School District: Michelle Isom

Councilor Isom attended the School Board Meeting and a Spirit Week Assembly. The leadership class is collecting gifts for four families at the school, but they haven't yet had any donations.

The CL Board is putting together a policy committee to work on making policies that ensure better transparency. There is also a steering committee formed of community members and students working with the Superintendent to write a new mission statement and set goals for the school district.

The Parent Teacher Club is donating new playground equipment to the elementary school.

Oregon Cascades West Council of Governments Board: Jeremy Romer

Councilor Romer explained the COG is governments of Benton, Linn, and Lincoln Counties working together to share information and streamline service programs.

They have a new Bias Hotline to call if you think you have had a bias incident. He will get the 800 number to staff so we can put it in the newsletter.

The Council of Governments and Community Services Consortium are working to combine so people needing to use their services can do it all in one place instead of having to go back and forth between buildings, between programs and registering for each separately. It will make services easier to access. Services include Adult Protective Services, Aging Care Services, Senior Health Insurance, Financial Counseling Services, and Community Services like Meals on Wheels.

## **NEW BUSINESS**

Central Linn Community Foundation Request

The Central Linn Community Foundation is requesting a donation. Please see the attached letter from CLCF Secretary Chenoweth Robertson. Administrator Norton acknowledged the prior grants given to the Library, and Council President Lorensen mentioned grants given to Sharing Hands. Grants have also been given to the schools, and to the Parent Teacher Club for the new playground equipment.

**Motion:** I move that the Governing Body of the City of Halsey approve a contribution in the amount of \$500 to the Central Linn Community Foundation.

**Motion by:** Councilor Isom, Second by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

#### Mercury TMDL Matrix Update

Council is asked to approve the updated TMDL matrix. Administrator Norton explained the changes to the matrix that were required by DEQ.

**Motion:** I move that the governing body of the City of Halsey approve the updated TMDL Matrix as submitted.

**Motion by:** Councilor McMillen, second by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

#### Animal Ordinance

A request has been made for Council to consider amending Chapter 10 of the Halsey Municipal Code to allow the keeping of 4-H animals on lots smaller than the current minimum size for livestock. Council was asked to provide direction to staff. Administrator Norton suggested three options – a work session to consider amending the entire ordinance to change the standards on lot size for the whole town, and amendment allowing an exception for households participating in the 4H program that would include application, verification, conditions, and rules, and require a signed agreement, or choosing not to amend the ordinance at this time. She asked that whatever solution Council decided upon that the Ordinance contain clear objective standards, so it is easy to enforce.

There was discussion. Councilor McMillen spoke in favor of the amendment allowing an exception process and agreement for 4H families. Councilor Gillson expressed concern that the purpose of the ordinance is really to protect public health and safety. Councilor Isom expressed concern that amending the ordinance will lead to other problems and make it harder to enforce. She noted that there may be opportunities for families wishing to participate in 4H to board their animals with local farmers and that the school may have space also available for 4H. Council President Lorensen expressed concern about bacteria from animal waste and runoff, also concerns about noise. Councilor Strauss stated that she looked at other city's animal ordinances and that Halsey's is more lenient than most. She would not want to make enforcement harder and asked for better enforcement as there was an issue with sheep in her neighborhood that was not resolved after several complaints. A comment was accepted from an audience member. TJ Gillson mentioned that fowl attract rodents and there have been increased rat problems that may be related to the chickens and ducks being kept in yards.

Consensus was to not amend the animal ordinance at this time.

## 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

Council is asked to consider adopting an ordinance that would allow and regulate Mobile Food Units inside the City of Halsey.

**Motion:** I move that the Governing Body of the City of Halsey adopt ORDINANCE 2022-442 – An Ordinance of the City of Halsey Amending the Halsey Municipal Code and Adding Chapter 7.30 Regulating Mobile Food Units

**Motion by:** Councilor Isom, seconded by Council President Lorensen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

### ORDINANCE 2022-441 – An Ordinance of the City of Halsey Amending the Halsey Municipal Code, Adding Chapter 4.35 Cost Recovery

Council is asked to review and consider adopting an ordinance that would establish an application process for creating zones of benefit inside the City of Halsey. Administrator Norton explained how that might work. An updated Ordinance was available at each Councilor's seat on the dias. The attorney's review was completed after the packet went out. It was updated to change numbering in two places, and a couple of phrases were removed.

**This is a first reading of the ordinance.**

### RESOLUTION 2022-714 – A Resolution of the City of Halsey Certifying the Election Results for the November 8, 2022 General Election

**Motion:** I move that the Governing Body of the City of Halsey adopt RESOLUTION 2022-714 – A Resolution of the City of Halsey Certifying the Election Results for the November 8, 2022, General Election

**Motion by:** Councilor Strauss, seconded by Councilor Gillson

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

Mayor Lachenbruch thanked Councilor Gillson for his many years of service to the City of Halsey. This was his last meeting.

## ADJOURNMENT

Meeting adjourned at 7:53 pm

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**Municipal Clerk, Madison LaCoste**

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**Mayor Jerry Lachenbruch**