

## REGULAR CITY COUNCIL MEETING

January 9, 2023, 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 7:02 p.m.

### ROLL CALL

Present: Mayor Jerry Lachenbruch, Councilor Jerry Gillson, Councilor Randy McMillen, Councilor Stacy Strauss, Councilor Michelle Isom, Councilor Jeremy Romer

Absent: Councilor Lorensen

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

Guests: Mary Granzow, Mary Price

Remote

Participants: Public Works Andy Ridinger, Librarian Sara Cooper, Sergeant Frambes, Tia Parrish

### OATHS OF OFFICE

Michelle Isom and Scott LaCoste each took their oath of office as newly elected City Councilors.

Jerry Lachenbruch took his oath of office as a newly re-elected City Mayor.

### PLEDGE OF ALLEGIANCE

### CONSENT AGENDA

Council Meeting Minutes – December 13, 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 Strauss

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

### FINANCIAL REPORTS

Approving the December Financial Report includes approving check numbers 20040-20092 in the amount of \$35,891.33. The prior month's final check number was 20039.

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

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

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

## **AGENDA ADJUSTMENTS**

There were no agenda adjustments.

## **DELEGATIONS**

Linn County Sheriff's Office: Sergeant Frambes/Michael Mattingly

Michael Mattingly the Community Services Coordinator spoke to council about his community engagement events. He left his business card to arrange for future events.

Sergeant Frambes delivered the Linn County Sheriff's office report. Two arrests were made in connection to theft at the market, one was an employee, and the other was a relative that was accepting the stolen property. Property crimes stayed low until the very end of the month- 4 vehicles were broken into. One vehicle contained firearms that were stolen from the vehicle. During a routine traffic stop for a moving violation, a traveler passing through was arrested with a large number of narcotics in their vehicle. Sergeant Frambes notified Council that this was not a local individual. Sergeant Frambes issued a statement encouraging all citizens to report *any* break-ins even if nothing of value was taken. This helps law enforcement track a pattern of break-ins in our area.

## **CITIZEN COMMENTS**

There were no citizen comments.

## **REPORTS TO COUNCIL**

City Administrator: Hilary Norton

The City has received a grant of almost \$5000 from the Oregon Community Foundation to improve bicycle facilities at City Hall and the City Park, which includes a built in bicycle pump.

There are four citizen seats open on the Budget Committee this year. Applications are due by March 6<sup>th</sup>.

The City's first full page bills were mailed in the beginning of January for the month of December. There are some kinks to work out, but overall, it went smoothly. The bills mailed in February will include the newsletter.

Third Thursday in December was well attended. The City collected several bags of toys for Toys for Tots. Administrator Norton asked if those signed up for March and April Third Thursdays if they would be interested in doing an Arbor Day event and an Emergency Preparedness event, there was consensus.

The East B Street project is scheduled for this summer. The RFP will go out by the end of the month.

City Day is January 25th, 2023, in Salem. Administrator Norton asked if any members of Council would be interested in attending with her- Mayor Lachenbruch will be attending as well.

The Safe Drinking Water Revolving Loan Fund released their priority list and The City is not in the funded category. Administrator Norton updated Council on some conversations held with local legislators that have other possible options for The City.

RARE member Julia Fox updated Council on the Parks Committee progress. The committee has identified key areas to improve in Halsey's Parks. Oregon Parks and Recreation will be opening their grant cycle soon.

Public Works: Andy Ridinger

The annual SOC, VOC, nitrate, and Well 98 samples were completed in December and the Consumer Confidence Report (CCR) was completed and sent off. Discharge season at the lagoon has begun and 10,000,000 gallons were discharged in December. Public Works helped decorate the Library and City Hall in December with Christmas lights. The roof at City Hall needs replaced, quotes are being collected prepare for next budget cycle. Public Works installed parking signs in the City Hall parking lots to reserve parking spaces for staff and customers.

Library: Sara Cooper

The daily threshold was 5.5 patrons per day and 104 patrons total in the month of December. The caroling and cider event was well attended with over 25 guests. The library sleepover will be Friday, January 13<sup>th</sup>. All the book donations have been sorted through. What is not being brought into the Library will be sold in the book mobile. Librarian Cooper stated she has been reorganizing the different genres to prepare for the purchase of new books for the Library. A new bookshelf may be going into the library to add more room for new books. Watercolor artist Alice Tetemore will be the next artist in the rotating art exhibit.

Sharing Hands: Ken Lorensen

Councilor Lorensen was not present.

Central Linn School District: Michelle Isom

There was nothing new to report.

Cascades West Area Commission on Transportation: Randy McMillen

Councilor McMillen reported that the 2023-2025 grant cycle has opened. CWAC is discussing changing their membership requirements for representatives.

**NEW BUSINESS**

Elect a Council President

Due to the absence of current Council President Lorensen, Council opted to postpone this appointment until next meeting.

Appoint Budget Officer – FY 2023-2024

The City Council needs to appoint a Budget Officer for the FY 2023-2024 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 2023-2024

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

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

Approval of Budget Calendar – FY 2023-2024

The Council is asked to approve the FY 2023-2024 Budget Calendar.

**Motion:** I move that the governing body of the City of Halsey approve the 2023-2024 Budget Calendar as submitted.

**Motion by:** Councilor Strauss, Seconded by Councilor McMillen

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**ORDINANCES & RESOLUTIONS**

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.

**Motion:** I move that the governing body of the City of Halsey adopt ORDINANCE 2022-441 – An Ordinance of the City of Halsey Amending the Halsey Municipal Code, Adding Chapter 4.35 Cost Recovery.

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

**Vote:**

**Ayes:** Unanimous

**Motion Carries**

**ADJOURNMENT**

Meeting adjourned at 7:42 pm

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**Municipal Clerk, Madison LaCoste**

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**Mayor Jerry Lachenbruch**