

REGULAR CITY COUNCIL MEETING

September 12, 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 Lachenbruch, Council President Isom, Councilor LaCoste, Councilor Lorensen, Councilor Strauss, Councilor Flores, Councilor Romer

Absent:

Staff Present: City Administrator Wes Hare, Municipal Clerk Madison LaCoste, Assistant City Recorder Larissa Gangle

Guests: Jerry Gillson, TJ Gillson, Mitch Little, Anne Sunday

Remote

Participants: Andy Ridinger, Abi Vinson

PLEDGE OF ALLEGIANCE

COUNCIL MINUTES

Council is asked to review and approve the minutes from the Council Meeting on August 8, 2023 and work session minutes from August 29, 2023.

Motion: I move that the Governing Body of the City of Halsey approve August 8 City Council Minutes and the August 29 work minutes as submitted.

Motion by: Council President Isom, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

FINANCIAL REPORTS

Approving the August Financial Report includes approving check numbers 20438-20495 in the amount of \$159,070.04. The prior month's final check number was 20437.

Motion: I move that the Governing Body of the City of Halsey approve the August 2023 Financial Reports and Journal Entries as submitted.

Motion by: Council President Isom, Seconded by Councilor LaCoste

Vote:
Ayes: Unanimous
Motion Carries

AGENDA ADJUSTMENTS

There were no agenda adjustments.

DELEGATIONS

Linn County Sheriff's Office: Sergeant Frambes

It was a quiet month in August. There was a few property crimes last month involving Diamond K trailers. Sergeant Frambes also discussed the recent break-ins in Halsey and Brownsville on September 12th. There were some rumors that were brought up and discussed.

Councilor Lorensen asked if extra patrols could be performed in school zones and side streets during school time now that school is back in session.

CITIZEN COMMENTS

There were no citizens' comments.

REPORTS TO COUNCIL

City Administrator: Wes Hare

The League of Oregon Cities Conference is scheduled for October 12-14. Administrator Hare encouraged any councilors that would like to attend to let him know and he can get them signed up to attend.

The City Council Goal Setting Session is scheduled for October 14th. Administrator Hare reminded Councilors of the importance of the session and asked them to save the date in their calendars.

The West G Street and Centennial Court chipsealing projects have been completed, as well as the East B Street project. City Hall is scheduled to be getting its new room on September 20th.

Administrator Hare asked councilors to consider possible dates for the staff and council holiday party to be December 8th or December 9th.

Public Works: Andy Ridinger

Public works repaired three water leaks in August. The first water leak was at a non-metered line to the elementary school, it was vacated and capped off. The second was a leak to a water service line created by the ODOT project. The third leak was on East 1st street and F street serving a hydrant, a new T and hydrant were installed.

The chip seal projects have been completed. Public works helped prep the streets and shoulders for the project.

A large portion of a tree fell on Crowell Ln. The tree had rotted, and Public Works had a tree service fall the rest of the tree to prevent any further damage.

The Vactor Truck is back in the shop with more transmission issues, Public Works Lead Andy reported the shop is trying to use the warranty to help with the cost of repairs.

Library: Abi Vinson

There was a total of 95 patrons for the month of August, averaging 4 patrons per day. 118 books were added to the collection in August, including two large donations. The new bookshelf from JB Woodworks should be installed in the next few weeks to expand the non-fiction section.

September 1st was the first craft day in the Library, there was a good turnout. Librarian Abi is preparing for future events in the upcoming months.

Sharing Hands: Ken Lorensen

Sharing Hands is getting closer to their new building project. There is a fundraiser scheduled for Saturday, September 16th for the project.

Central Linn School District: Michelle Isom

Enrollment in the District is up this year. The new strategic plan has been implemented, and there has been positive feedback so far. The new playground equipment has been installed at the elementary school and the kids are loving it so far. There is a community event scheduled for October 7th, Councilor Isom encouraged councilors to attend. FFA is leaving for Nationals this year in October.

Oregon Cascades West Council of Governments Board: Jeremy Romer

There is nothing to report this month.

OLD BUSINESS

Application for Council

There is one application for the position: Jerry Gillson. If Council chooses to appoint him, he would serve the remainder of the current term, which ends on December 31, 2026.

After some discussion Council decided to keep Councilor Lorensen on Council if his health allows.

Third Thursday Event

Council was asked if they want to continue the Third Thursday Events. The past four months have had no attendance. There was some discussion and the consensus to cancel future events and revisit this in the Council Goal Setting Session on October 14th.

NEW BUSINESS

Authorization to Sign Bank Accounts

The Interim City Manager needs to be made a signer on the City bank accounts. He needs to be able to do so for payroll, cash reconciliation, and to be able to sign checks. Umpqua bank requires council approved minutes for new signers on the account but may accept a letter signed by all councilors and the Mayor. Hilary Norton needs to be removed as a signer on all accounts.

Motion: I move that the governing body of the City of Halsey to remove Hilary Norton as a signer on all accounts and to adopt Wes Hare to be a signer on all city accounts as the interim City Administrator

Motion by: Councilor Romer, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

City Administrator Recruitment

Council is asked to provide direction on timing and the process the City should use for recruitment of the next City Administrator. Administrator Hare presented three options to Council to recruit for the next City Administrator. There was some discussion. Consensus was to start with in-house recruitment for the first round of candidates. If unsuccessful, the next option would be to use the assistance of OCWCOG for recruitment.

2022-2023 Audit

The 2022-2023 Fiscal Year Audit has been submitted to Council for review. The auditor found no violations or exceptions. The audit has been submitted to the State of Oregon.

Motion: I move that the governing body of the City of Halsey approve the 2022-2023 Fiscal Year Audit as submitted.

Motion by: Council President Isom, Seconded by Councilor Lorensen

Vote:

Ayes: Unanimous

Motion Carries

ADJOURNMENT

Meeting adjourned at 8:00 pm

Municipal Clerk, Madison LaCoste

Mayor Jerry Lachenbruch