



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE CITY COUNCIL

DATE: April 5, 2022

PLACE: Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

PRESIDING OFFICER: Mayor Matthew Hald

COUNCILORS PRESENT: Councilors: Bill Burnett, Susan Harris, Kathi Otero, Angie Criss

COUNCILORS ABSENT: Allan Kusler

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey, Police Chief Jonathan Brewster

CALL TO ORDER: Mayor Matthew Hald called the April 5, 2022 meeting to order at 5:30 PM

PUBLIC PRESENTATION

No public presentations.

CONSENT AGENDA

Part 1

Motion was made by Councilor Burnett and seconded by Councilor Harris to approve the Meeting Minutes for March 1, 2022, as presented. Discussion: None

Vote: Motion passed unanimously.

ORDINANCES & RESOLUTIONS

Ordinance 845 – An Ordinance Annexing Certain Territories to the City of Myrtle Creek, Dispensing with a City-Wide Election on the Question.

City Administrator Lonnie Rainville presented his staff report to Council. The property owner of 1079 N Old Pacific Hwy, Property ID R63301 has requested to have the property annexed into the City of Myrtle Creek. The Mayor asked Police Chief Jonathan Brewster if there are any concerns that the Police Department may have with this annexation. Chief Brewster stated that they had no concerns.

Motion was made by Councilor Burnett to accept the First Read of Ordinance 845 – An Ordinance Annexing Certain Territories to the City of Myrtle Creek, Dispensing with a City-Wide Election on the

Question. Motion was seconded by Councilor Harris. Discussion: none

Vote: Motion passed unanimously.

Resolution 22-03 – A Resolution Declaring City Owned Property Surplus and Disposing of Same. City Recorder Joanna Bilbrey shared with Council that the City currently owns a Husqvarna riding lawn mower and a Suzuki King Quad 4 Wheel ATV that are non-operational. The City would like to designate these items as surplus and place them out to bid.

Motion was made by Councilor Harris to approve Resolution 22-03 – A Resolution Declaring City Owned Property Surplus and Disposing of Same. Motion was seconded by Councilor Otero. Discussion: none

Vote: Motion passed unanimously.

REGULAR AGENDA

Request for donation to Reserve Academy. Police Chief Jonathan Brewster shared with Council that there has been some changes in the way that credits are issued for the Umpqua Regional Police Academy. Students used to be able to get college credits and financial aid for the academy. It is now no longer considered a college class and the financial aid is no longer available. They are finding that there are a lot of applicants that qualify for the program and could be good candidates but do not qualify for aid. Umpqua Regional Police Academy is asking that cities sponsor a student or students for the class. The cost is \$3000 for the year. Councilor Burnett asked if we could stipulate that the student we sponsor comes from our area. Councilor Criss asked if there is a vetting process for the students. This would be a one time sponsorship.

Motion was made by Councilor Burnett to move ahead with a scholarship donation from the City of Myrtle Creek. Motion was seconded by Councilor Criss. Discussion: none

Vote: Motion passed unanimously.

IGA State of Oregon Procurement Program

City Administrator Lonnie Rainville shared that the State of Oregon has a procurement program that if we used would satisfy compliance for governmental procurement. With the state program we can submit our RFPs and satisfy all regulations. There are also over 400 state contract services that are already qualified for bidding. Cost to participate is \$500 or \$900 annually based on City budget.

Motion was made by Councilor Harris to approve the City of Myrtle Creek entering into an Intergovernmental Agreement with the State of Oregon to participate in the Oregon Procurement Program. Motion was seconded by Councilor Otero. Discussion: none

Vote: Motion passed unanimously.

Request by the Tri City Water Authority to make a contribution to the Tri City Bulk Water Plant
City Administrator Lonnie Rainville shared that Tri City Water and Sanitation District approached the City about participating with them on their Bulk Water Plant. The City has not done any bulk water

sales since August and has moved away from them due to individuals having to enter our Water Plant. After review the City Administrator recommends that the City not contribute to the Bulk Water Plant as there isn't a benefit to the City. Any requests that come to the City for bulk water can be referred to the Tri City Plant.

Council decided to take no action.

Purchase of New Street Sweeper

City Administrator Lonnie Rainville shared that the City's street sweeper is in need of repair. The repair costs are around \$25,000. Discussion was had on whether it would be beneficial to purchase a new street sweeper. The City budget already has funds allocated in the amount of \$146,000 for the purchase of a new street sweeper. Three bids were solicited. Two replied. PacWest Machinery, which is the recommended bidder, bid \$149,894.56 and Fayat Group bid \$259,035. The PacWest bid included the trade in of our current sweeper.

Motion was made by Councilor Burnett to award the purchase of a new street sweeper from PacWest for a TYMCO Model 435, with options for a purchase price of \$149,894.56. Motion was seconded by Councilor Harris. Discussion: none

Vote: Motion passed unanimously.

Application to serve alcohol with Park Use Permit – Schumaker wedding

Motion was made by Councilor Harris to approve the Shumakers request to serve alcohol with park rental. Motion was seconded by Councilor Criss. Discussion: none

Vote: Motion passed unanimously.

Application to serve alcohol with Park Use Permit – Brewfest

Motion was made by Councilor Burnett to accept the request by MCVA and the Taphouse for a Brewfest. Motion was seconded by Councilor Criss. Discussion: Councilor Criss asked if there was a way to get more word out. Thomas Nelson shared that they had not advertised too much up to this point as they were waiting for approval from Council.

Vote: Motion passed unanimously.

Budget Committee Renewal Application – Robert Chaney

Motion was made by Councilor Burnett to approve Robert Chaney to another term on the City of Myrtle Creek Budget Committee. Motion was seconded by Councilor Harris. Discussion: none

Vote: Motion passed unanimously.

Budget Committee Renewal Application – Dan Jocoy

Motion was made by Councilor Harris to approve Dan Jocoy to another term on the City of Myrtle Creek Budget Committee. Motion was seconded by Councilor Otero. Discussion: none
Vote: Motion passed unanimously.

Request for Donation to the Lions Flower Basket Program

City Recorder Joanna Bilbrey as a representative of the Myrtle Creek Lions Club asked the City Council for a donation to the Hanging Flower Basket program. Councilor Criss asked if the flowers could follow the patriotic theme. The Lions Club had planned on asking the nursery for uniform baskets for next season and it is a possibility to see if there are colors that might follow that theme.

Motion was made by Councilor Burnett to approve a donation of \$500 to the Myrtle Creek Lions Club Flower Basket Program. Motion was seconded by Councilor Harris. Discussion: none
Vote: Motion passed unanimously.

CITIZENS HEARD ON NON-AGENDA ITEMS

CITY ADMINISTRATOR REPORT

City Administrator Lonnie Rainville has been meeting with the Elks regarding camping in their parking lot. After a discussion regarding the City Ordinances the Elks are going to be referring their members that are traveling to the Millsite RV Park. This discussion led to a discussion about the parking lots. The Elks do have the lots open for public parking. The barricades are in place to stop traffic from using the entrance and exit at that spot due to safety. The youth art league is going to be painting a mural along the parking barricades. The city-wide Clean-up will be the first week of May. City Administrator Lonnie Rainville has been asked by the CCD to sit on its Board of Directors. The first meeting with them will be on May 1st and they are held quarterly. We have sent out a RFP for the asbestos and lead abatement at the hospital, we had two companies respond that they are interested in bidding, but have not received anything yet. We have been working on the Council goal of fixing up Millsite Park. The parks department has been putting a metal roof on the picnic pavillion and will be finished in the next couple of days. In late June to July we will be starting on a new roof over the play structure. We have also started reaching out to contractors for bids in repairing the bandshell, the support legs are starting to rot. During the March Planning Commission meeting a Conditional Use Permit was granted for a marijuana dispensary at 898 S Main Street. The City has been looking at alternative IT support solutions. We currently have DFN. Computer Solutions and Systech will be submitting bids. The City Administrator and Public Works Director met with Dyer Engineering, they have completed the 90% plans set for the Riverside Lift Station. The plans are done for the Riverside lift station are essentially done. The plans will be submitted the DEQ for approval. If everything goes smoothly the lift station should be online in September 2023.

Councilor Criss asked if we have started making bullet points for the Council goals. The City Administrator has some of them completed but has more to do. Councilor Criss asked if the City has received any information about support for a bike path from Riverside to Exit 103. The City

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Administrator did receive information on this subject just today. The area where the bike path is to go is on a County road. Federal Highways granting program is funding this project.

MAYOR AND COUNCILOR – COMMITTEE REPORTS AND COUNCILOR COMMENTS

Councilor Criss asked about the City sponsoring a blood drive. There is a tentative date of August 16th from 10 to 3. City Recorder Joanna Bilbrey will verify date availability for the Community Center. Mayor Hald shared that the LOC Spring Conference is coming up in Hermiston.

Chief Brewster mentioned that it has been brought to his attention that individuals are not calling the police department to report crimes because they have been told that the police do background checks on callers. He would like it to get out to the community that they do not have the time or resources to do background checks on callers. If you are a victim of a crime please call and report it.

ADJOURNMENT

Mayor Matthew Hald adjourned the regular meeting of the City Council for April 5, 2022 at 6:42 P.M.

Susan Harris, City Council President

Attest:

Joanna Bilbrey
City Recorder