



# CITY OF MYRTLE CREEK

## REGULAR MEETING OF THE CITY COUNCIL

**DATE:** March 19, 2024

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

**PRESIDING OFFICER:** Mayor Matthew Hald

**COUNCILORS PRESENT:** Councilors: Robert Chaney, Sr., Luke Dillon, Diana Larson, Susan Harris, Bill Burnett

**COUNCILORS ABSENT:**

A quorum was present throughout the meeting.

**STAFF IN ATTENDANCE:** City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey, Finance Officer Lesley Hiscocks, Police Chief Jonathan Brewster, Fire Chief Manie Pires

**CALL TO ORDER:** Mayor Matthew Hald called the March 19, 2024 meeting to order at 5:30 PM

### **PUBLIC PRESENTATION**

Mike Sherwood

### **CITIZENS HEARD ON NON-AGENDA ITEMS**

#### **Michael Sherwood – Springbrook Road Maintenance**

Michael Sherwood presented to City Council the maintenance needs for Springbrook Road. Council consensus was to let the City Administrator work with the Springbrook Road District for maintenance needs with a cap of \$3500 to maintain the road.

#### **Jamie Phillips – Downtown Parking**

Jamie Phillips addressed the Council in regards to opening up the discussion again for downtown parking. The City Administrator shared that he could review the options and bring it back to Council in May or June.

### **CONSENT AGENDA**

#### **Parts I & II**

Motion was made by Councilor Harris and seconded by Councilor Larson to approve Consent Agenda Parts I & II as presented in the March 19, 2024, council packet. Discussion: None  
Vote: Motion passed unanimously.

## **DEPARTMENT REPORTS**

### **Community Development Department**

City Administrator Lonnie Rainville submitted the Community Development Department Report into record as written. No public comments have been received regarding the zone change request for a parcel on Division.

### **Finance Report**

Finance Officer Lesley Hiscocks submitted the Finance Report into record as written.

### **Police Department**

Police Chief Jonathan Brewster submitted the Police Department Report into record as written. Questions were asked about the new speed signs. Chief Brewster shared that the signs will be moved around town. They are put up for two weeks at a time, one week without being lit up and one week with the signs on so that data can be collected as to their effectiveness. The Police Chief and City Administrator shared that the County is going to be more aggressive with the condemning and tearing down of the Rose Motel.

### **Fire Department**

Fire Chief Manie Pires submitted the Fire Department Report into record as written. The Fire Chief shared that the golf tournament is scheduled for June 8, 2024.

### **Public Works**

City Administrator Lonnie Rainville submitted the Public Works Department Report into record as written. Council requested attention to the water running from the corner of Umpqua Bank at First and Pleasant. The City Administrator shared that the City is creating an annual plan for fire hydrant maintenance and that we will begin the third week of April with the flushing of the city's hydrants. Notices will be published in the paper, the City website, and on Facebook notifying residents of the activity.

## **REGULAR AGENDA**

### **Advisory Board Animal Code Review**

The City Administrator presented a scope of the possible creation of an Animal Code Review Board. It was suggested and agreed by Council to have legal input. The scope includes a schedule of the process for the creation of the board and the selection of board members. The meetings would start in June. The proposed Advisory Board would consist of seven members including two councilors and five members with the Councilors being non-voting members. The Advisory Board would need to follow the public meeting laws. Councilor Larson would like to see Lee Bartholomew with knowledge of Douglas County

Animal Control be consulted. The City Administrator will work to schedule the City Attorney to be in attendance for the April 16, 2024 meeting.

### **“IF I WERE MAYOR” CONTEST**

The “If I Were Mayor” contest was opened to the 4<sup>th</sup> and 5<sup>th</sup> grade students at Myrtle Creek Elementary School. One entry was submitted by Ruby LaFever. The first place prize is a \$50 gift card to Fred Meyer and her drawing will be forwarded to the Oregon Mayor’s Association for the state wide contest.

### **Request from Myrtle Creek Lions Club for a donation to the Hanging Flower Basket Project**

Motion was made by Councilor Chaney to donate \$500 to the Myrtle Creek Lions Club for the Hanging Flower Basket Project. Motion was seconded by Councilor Burnett. Discussion: none

Vote: Motion passed unanimously.

### **CITY ADMINISTRATOR REPORT**

City Administrator Lonnie Rainville commended Finance Officer Lesley Hiscocks for the work done compiling the information for the City Budget. It will be presented at the Budget Training Workshop on April 8th.

The funding bill that had the 2.38 million appropriation for the City passed the Senate so we should see the money to upgrade the water plant which will ensure we have the redundancy that we need.

The funding for the water tank did not make it through due to time constraints, we will submit it again for next year’s session. The repainting of the south tank will still take place.

We made an offer and it was accepted for the Wastewater Treatment Plant Operator I position. With this hire the City is now fully staffed.

Fire Hydrant flushing is being scheduled along with hydrant repair. The City Administrator commended Public Works Superintendent Zach Potter for his work in getting the City back in shape.

The City will be conducting the Spring Clean up May 6<sup>th</sup> through the 10<sup>th</sup>. This falls under part of the City’s TMDL Plan. We will be adding a fall leaf pick up this year during the second week of November.

### **MAYOR AND COUNCILOR – COMMITTEE REPORTS and COUNCILOR COMMENTS**

Student Representative Marlee Rogers shared that the National Honors Society went on a trip to three Ronald McDonald houses and handed out 90 blankets to families. ASB organized a trip for students with a 3.0 gpa and better to Parkland Skating. Spring sports are beginning. Coffenberry held a vaccination clinic for families conducted by Aviva Health. Myrtle Creek Elementary School had access to Roseburg’s Brains & Screens event. Erica Bear was selected as the new South Umpqua School District Superintendent and will begin on July 1, 2024. Councilor Chaney shared that the Citizen of the Year Banquet is this weekend. Councilor Harris shared that this will be the 66<sup>th</sup> Citizen of the Year Banquet. Councilor Larson shared details from the Small Cities meeting. A lot of information was shared about grant money available for electric and solar power. Councilor Burnett shared that the

Myrtle Creek City Council Minutes

March 19, 2024

Page 3 of 4

Energy Trust has money for large grants for solar power and rebuilds. He also shared that there is an LOC webinar tomorrow.

**ADJOURNMENT**

Mayor Matthew Hald adjourned the regular meeting of the City Council for March 19, 2024 at 7:02 P.M.

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Matthew Hald, Mayor

Attest:

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Joanna Bilbrey  
City Recorder