



## Council Minutes

February 23<sup>rd</sup>, 2021

**ROLL CALL:** Mayor Don Ware called the teleconference meeting to order at 7:00 p.m. with Councilors Thompson, Gerber, Hansen, Neddeau, Humphreys, Craven (joining at 7:15 p.m.), Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell present.

**PUBLIC:** Elizabeth Coleman, Sherri Lemhouse, Sergeant Beth Miller (*Linn County Sheriff's Office*), Allen Buzzard, Brian White and Michael Grove (*Sweet Home Sanitation*), Bryan Bradburn, Kathleen Swayze and Steve Brenner (*Calapooia Food Alliance*), Alice & Roger Tetamore, and Tia Parrish (*The Times*).

City Administrator McDowell played a video to review the ground rules for speaking and interacting during the teleconference. Folks speaking at the Citizen's Comments time will have 3 minutes each. Council motions will be done differently. Councilors will raise their hand to oppose motions in order to efficiently vote on matters before Council. Anyone wishing to speak will need to select the raised hand icon or dial \*2 on their telephone or mobile devices.

The pledge of allegiance was done by video.

**ADDITIONS AND DELETIONS:** None tonight.

**MINUTES:** Councilor Gerber made a motion to approve the January 26<sup>th</sup>, 2021 meeting minutes as presented. Councilor Thompson seconded the motion and it passed unanimously.

### **PUBLIC HEARING | PRESENTATIONS:**

**1. Sweet Home Sanitation (SHS) – District Manager Brian White and New Sweet Home Site Manager Michael Grove.**

SHS is requesting a 1.74% rate increase effective March 1<sup>st</sup>, 2021. White stated that the most common-sized container will increase by about 52 cents per month.

Mr. White stated that SHS had no safety incidents in Brownsville this year; they continue to make safety a priority.

Mr. White stated that the SHS Facebook page is up and running. They utilize the site for service day information, service interruptions, upcoming events, etc.

Clean Up Day is scheduled for April 3<sup>rd</sup>, 2021. White stated that they faced many challenges last year during the pandemic which required cancelling or postponing many events. Mr. White is hoping that by moving Clean Up Day earlier this year, it will give folks a chance to get rid of stuff earlier in the season. The event will be depot style at the Rec Center as usual, and they will get a notice out in the paper soon.

Mr. White recapped the yard debris process with Council. Basically, the debris is delivered to Rexius in Eugene for grinding and repurposed as top soil and hog fuel to power burners to support mills and such.



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Councilor Thompson inquired about the recycling program. White explained that it basically goes to several different processors, depending on the material. White stated that recycling is still a challenging market. It is more expensive to recycle than to throw the material in the landfill. There is new legislation happening in the State that would hold the processors and manufacturers more responsible for generating their products. In an effort to achieve more clarity on recycling, they are in the process of getting more accurate signage on cans showing materials that are truly recyclable. Every piece of plastic has the recycling symbol, but less than 20% is actually recyclable.

- 2. Calapooia Food Alliance (CFA) – Kathleen Swayze and Steve Brenner.** Kathleen Swayze spoke for the CFA, talking about their mission, community partnerships, etc. They need to locate the Thursday Farmer's Market as the site across from Napa is no longer available. They would like Council to consider allowing them to use an area at Kirk's Ferry Park from mid-May through October. Details and discussion followed. McDowell suggested forming a subcommittee that could delve into the details and bring a plan back for Council at the next meeting. Councilors Thompson, Neddeau, and Craven volunteered to serve on the committee. Swayze would like an answer as soon as possible so they can get signage up for the new location.
- 3. City Website.** Mr. McDowell shared a video that reviewed the City website and how to navigate to several different areas on the site. Elizabeth Coleman did the voiceover for the presentation.

### **DEPARTMENT REPORTS:**

- 1. Linn County Sheriff's Office (LCSO) Sheriff's Report.** Sergeant Beth Miller delivered the report for the month of January 2021. Miller reported 14 traffic citations, 10 warnings, and 204 total hours spent for the City. Sergeant Miller reported that there was not a lot of criminal activity reported for the month. There was one individual that was scammed out of a significant amount of money. Miller is cautioning folks to be aware and on the lookout for potential scams.
- 2. Public Works.** Mr. McDowell will report for Public Works.
- 3. Administrator's Report.** McDowell reported that Alex Paul (*Democrat Herald*) has officially retired. He is starting a new endeavor as the Public Information Officer for Linn County. McDowell stated that Paul will be greatly missed. His coverage for Brownsville was always so fair; and he always took the time to make sure he got the story right. Best wishes for Alex as he starts this new endeavor, and many thanks for the many years of great reporting for the City.

McDowell reported on the Calapooia River Odyssey. Due to a recent article in *The Times* this situation has once again become a large topic of current conversation. McDowell reviewed by screen share the river erosion over time and detailed all the ideas, measures steps Council has taken over the last ten years. All applicable Federal & State agencies have been involved in the review of the City's erosion situation. Several official reports and opinions have been generated from the United States Army Corp of Engineers 2011 findings, the Calapooia Watershed Council, Linn Soil & Water Conservation, River Design Group (RDG) twice including a recent report provided by Chris Smith from RDG due to the removal of a gravel bar in Albany late in 2019. Basically, the City had two options for repair, 1) soil lifts and woody vegetation including root wads, or 2) a major bank overhaul at a 6:1 ratio with heavy rip rap installed. Option 1) was projected to cost \$600,000 in 2011, but could fail any given



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year. Option 2) was projected to cost \$1.2M in 2011 and Council deemed that it was too cost prohibitive.

Council has decided that the reparation options to stabilize the bank offered no significant long-term solution, and at a cost of over \$1.2 - \$2.2 M, this project is not something that the City can take on at this time. (The projected cost in 2021 is \$2.2M.) Council decided to retreat from the bank as needed and has held that line for ten years. Council revisits the situation almost every year. The playground equipment will be moved to the prairie area by consensus from Park Board and Council. When possible, the City will be buying new playground equipment due to estimates received to move the existing structures. McDowell reminded Council that it is their call on where they want to spend their limited funds. McDowell offered that it is a good idea to monitor the situation; perhaps hiring an engineering group to review the situation every other year.

McDowell reminded Council of a motion made earlier in 2020, large documents can be found on the City website instead of in the agenda packet to cut down on the copying costs and to try to keep packets under 70 pages. These documents are put with the agenda packet the City keeps for public review and the items remain on-line for viewing as well.

McDowell reported that several local agencies are working on coordinating a local Emergency Management position that would serve our local area by providing regional planning and training. The group is looking into perhaps hiring a consultant. The group is still wrestling with details; more information when it becomes available.

McDowell reported that he has been doing everything he can to get Council meetings back in person. One estimate to provide video equipment came back at \$33,000. The City must comply with all public meetings and recording laws. Currently, the best way to legally conduct our meetings is still by teleconference.

In your packet you can find information on House Bill 2345. Mayor Ware wrote a letter of support around this issue.

McDowell recently filled out a survey from the League of Oregon Cities around seismic readiness and your water distribution services. Stay tuned. It is unclear how the taxpayers/ratepayers will pay for that costly endeavor.

Recently Linn County District Attorney, Doug Marteeny wrote an article for the paper concerned about Governor Brown continuing to commute prison sentences and releasing dangerous criminals out of prisons. LCSO is working hard to follow and enforce the laws by putting criminals in prison. Our small rural communities do not have full time police departments like the bigger cities. McDowell wondered if Council would like to send Councilor Humphreys and McDowell forward to enjoin with the District Attorney to raise the issue with the Governor's office. This practice potentially impacts our citizens, and is worthy of a conversation.

**4. Planning.** No comments.

**5. Library.** Librarian Sherri Lemhouse presented a screen share report on the history of the Library. She said that she has done over 50 live or virtual story-time presentations during the Covid-19 pandemic. Councilor Hansen remarked that it was nice to see Ms. Lemhouse and have her involved with the teleconference.



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6. **Court.** No comments.
7. **Council Comments.** Councilor Gerber requested that Council form a small adhoc committee to research House Bill 3011, and how that might affect the City. Councilor Thompson volunteered to participate on this committee as well.
8. **Citizen Comments.** No comments.

### LEGILATIVE:

1. **Resolution 2021.09 – Solid Waste Rates.** Councilor Hansen made a motion to approve R 2021.09. Councilor Craven seconded the motion, and it passed unanimously. Councilor Hansen remarked that last year SHS had promised a minimal increase this year, and it looks like this increase is in line with that promise.
2. **Resolution 2021.10 – Mayor, Council President, & City Administrator Temporary Authority [Covid-19].** Councilor Gerber made a motion to approve R 2021.10. Councilor Thompson seconded the motion and it passed unanimously.
3. **Resolution 2021.11 – Covid-19 Temporary Policy.** Mr. McDowell stated that this Resolution sets clear guidelines pertaining to Covid-19. Councilor Gerber made a motion to approve R 2021.11. Councilor Gerber seconded the motion and it passed unanimously.
4. **Resolution 2021.12 – Disbursement of Loan finance Proceeds (OECD).** Councilor Craven made a motion to approve R 2021.12. Councilor Neddeau seconded the motion and it passed unanimously.

### ACTION ITEMS:

1. **Dyer Change Order – Downtown Sewer Project.** Mr. McDowell sent out this change order document late this afternoon. There have been a few unforeseen issues with the project. Councilor Hansen made a motion to approve the Change Order as provided. Councilor Gerber seconded the motion, and it passed unanimously.
2. **Kreutzer Alley Vacation Request – East of Averill & South of Stanard.** Councilor Hansen made a motion to approve this alley vacation request as presented. Councilor Neddeau seconded the motion and it passed unanimously.
3. **Goals Review – 2021-2023.** McDowell stated that Council had a great Goals Retreat Session on Saturday, February 20<sup>th</sup>, 2021. The meeting was open to the public at 11:30 p.m. The session was tabled and reconvened on Monday night. McDowell is asking if Council would like to set the goals at this time. Discussion ensued. McDowell stated that this first draft list is quite ambitious with what Council and Staff are already working on. It was suggested that Council form an adhoc committee to create a strategy and next steps and bring it back to Council for review. Councilors Hansen, Neddeau, Humphreys and Gerber are interested in serving on the committee. One Councilor will be an alternate.
4. **Appoint Park Board & Budget Committee Members.** Mr. McDowell sent out a letter of interest from Lynda Chambers that was not included as part of the agenda packet for appointment to the Park Board and the Budget Committee. Other applicants include Allen Buzzard and Patrick Starnes. Councilor Craven nominated Mrs. Lynda Chambers to serve on the Park Board. Councilor Gerber seconded the



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*motion and it passed unanimously.* Applicants for the Budget Committee include Allen Buzzard, Patrick Starnes, Cookie Wells, and Lynda Chambers. *Councilor Neddeau nominated Cookie Wells to serve on the Budget Committee. Councilor Craven seconded the motion and it passed unanimously.*

### **DISCUSSION ITEMS:**

1. **Calapooia Food Alliance (CFA).** McDowell recapped that as discussed earlier, Councilors Thompson, Neddeau and Craven will review the issue with Staff and report back to Council at the next meeting.
2. **OGEC Reminder.** McDowell reminded Council that this annual requirement will be coming to them soon by email; it is no longer available in paper form. You will only have thirty (30) days to comply with filing these forms. After you complete this form, please let Tammi Morrow or Scott McDowell know. The City can be fined if members do not comply.
3. **February Financials.** No comments.

**ADJOURNMENT:** *Councilor Gerber made a motion to adjourn at 8:30 p.m. Councilor Thompson seconded the motion and it passed unanimously.*

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City Administrator S. Scott McDowell

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Mayor Don Ware