



Council Minutes

March 28th, 2023

ROLL CALL: Mayor Craven called the meeting to order at 7:02 p.m. with Council President Chambers, Councilor Hansen, Councilor Solberg, Councilor Humphreys, Councilor Winklepleck, and Councilor LaCoste present. Public Works Superintendent Karl Frink, Librarian Sherri Lemhouse, Administrative Assistant Elizabeth Coleman, Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

ABSENT: Everyone was present.

PUBLIC: Felipe Eversull, Shannon Bremner, Dan Murphy, Tricia Thompson, Chenoweth Robertson, Michael Beach, Joe Ervin, Tia Parrish (*The Times*), and Deputy Frambes (*LCSO*) were present.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell...

MINUTES: Councilor Solberg made a motion to approve the February 28th, 2023 meeting as presented. Councilor Hansen seconded the motion and it passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

Chamber of Commerce | Jenna Stutsman – Chamber of Commerce President Jenna Stutsman outlined 2023 events highlighting the City Wide Garage Sale, Fourth of July Pancake Breakfast, and the Antique Faire. Food trucks will be brought in to events this year to supplement food availability for events. Last year local restaurants ran out of food due to record attendance. Social media presences continues to build and bring people to town.

Annual Consumer Confidence Report – Public Works Superintendent Frink gave an overview and training on the City's Annual Consumer Confidence Report. The U.S. EPA requires all cities nationwide to file an annual report showing lab results. The City has great water thanks to constant maintenance, monitoring and testing by Karl Frink and the Public Works Staff. Karl shared a link that shows the entire list of items the City tests for every year. It can be found on the Public Works page of the City website.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report.** Deputy Steve Frambes talked about the Citizens Academy and encouraged any one interested to sign up soon. The Academy takes a deep dive into all services offered by of the Sheriff Office. New deputies are being training in Brownsville. Frambes warned of counterfeit money. He encouraged testing bills with a special pen or machine because these counterfeit bills are very authentic in look and feel.
2. **Public Works (PW).** Public Works Superintendent Karl Frink reported that the City Engineering determined the path of the GR12 waterline project and found subsurface conditions to be favorable. The cemetery gate is complete and the cemetery information board received a new roof. Frink said Pioneer Park will be officially open March 31st this year. Frink also explained the street tree program and policies. See the City website for more information.
3. **Office | Utility Billing.** Administrative Assistant Jannea Deaver gave an overview of the City's monthly utility billing process. Deaver outlined City policies and efforts that go into ensuring accounts are accurate. The utility bill is mailed the last day of the month and due by the 10th. Accounts are considered late after 45 days. Deaver audits accounts to check for unusual water usage



Council Minutes

so any water leaks can be detected quickly. Frink and Deaver work closely on many aspects of this process.

4. **Administration.** Administrator Scott McDowell previewed another sharp rise to City general liability insurance rates. McDowell reported that the Budget Committee will meet April 27th and on May 4th. The bid opening for the Rec Center Renovation project is scheduled for April 10th, 2023 at 2:00 p.m. Council is scheduled to award the bid at their April 25th Council meeting.
5. **Planning.** No comments.
6. **Library.** No comments.
7. **Office | Utility Billing.** Administrative Assistant Jannea Deaver gave an overview of the City's monthly utility billing process. Deaver outlined City policies and efforts that go into ensuring accounts are accurate. The utility bill is mailed the last day of the month and due by the 10th. Accounts are considered late after 45 days. Deaver audits accounts to check for unusual water usage so any water leaks can be detected quickly. Frink and Deaver work closely on many aspects of this process. Administrative Assistant Jannea Deaver gave an overview of the City's utility billing process. Councilor Winklepleck asked about assistance efforts. Deaver explained the many ways that people who need assistance with their bill can receive it. Fortunately, we have citizens who do give additional money for folks in need, along with several area programs that help with utility assistance. The Central Linn area has had this heart to help each other for a very long time. Councilor Chambers mentioned how she appreciated getting a courtesy call when she had a leak. It is nice to know that the City is looking out for customers and the integrity of the City's water system.
8. **Court.** No comments.
9. **Council Comments.** Councilor Chambers talked about Women's History Month by sharing her dismay that biological males were being recognized by USA Today, the New York City Women's Cycling event and the Biden Administration instead of biological women. Her family has supported the suffrage movement that gave women the right to vote, the movement that allowed women birth control, and to fight for women to have a voice. She is abhorred that men are taking over this space that has been carved out for women and by women. Councilor Chambers recognized the women of the City's Staff.
10. **Citizen Comments.** No comments.

LEGISLATIVE:

1. **Resolution 2023.05: Workers' Compensation (Annual)** – Councilor Hansen made a motion to approve the resolution as presented. Councilor Chambers seconded the motion and it passed unanimously.
2. **Resolution 2023.06: River's Edge Open Space Disbursement** – Councilor Chambers made a motion to approve the resolution as presented. Councilor Hansen seconded the motion and it passed unanimously.
3. **Resolution 2023.07: Rural Opportunities | Phase II** – Councilor Hansen made a motion to approve the resolution as presented. Councilor Solberg seconded the motion and it passed unanimously.
4. **Ordinance 797: Curfew (First Reading)** – Councilor Hansen moved to read the ordinance by title only. Councilor Solberg seconded. The motion carried. Councilor Winklepleck made a motion



Council Minutes

to approve the ordinance and pass as an emergency. Councilor Solberg seconded the motion and it passed unanimously.

5. **Ordinance 798: Unfunded Mandates (Emergency)** – Councilor Chambers moved to read the ordinance by title only. Councilor Winklepleck seconded. The motion carried. Councilor Winklepleck suggested adding “in support of” after any associated legislation in the latter part of the ordinance. Councilor Winklepleck made a motion to approve the ordinance as amended and pass as an emergency. Councilor Solberg seconded the motion and it passed unanimously.
6. **Ordinance 799: HB 3115 | Martin v. Boise (Emergency)** – Councilor Chambers moved to read the ordinance by title only. Councilor Humphreys seconded. The motion carried. Mayor Craven started the discussion by expressing his complete disgust for this ordinance and unfunded mandate. The State giving rights to a specific group of citizens is wrong and unconstitutional. Councilor Chambers said that she hates the idea of being forced to pass this ordinance by the State. However, if the City doesn’t pass this ordinance the outcomes will be worse for our citizens. Chambers said the City will spend \$60,000 or more to create this designated space. Councilor Chambers suggested putting a banner on the fence that will be constructed that tells citizens the State is responsible for this space. Councilor Winklepleck said he does not like being forced to do this either. Forcing cities to create a space that can possibly bring issues that the City is not properly equipped to handle. Councilor Solberg said this ordinance will protect private property for residents and for businesses, continues the traditional use of Pioneer Park, and protects the riparian area of the Calapooia River. Solberg said this may be the only time Council will be allowed by the State to create and pass an ordinance. Chambers agreed saying that this ordinance does give the City some rules to enforce that will hopefully limit the potential negative impacts. Councilor Hansen said the City really has two options 1) outright refuse to comply, or 2) pass this ordinance and buy time to push back against this mandate. Chambers felt that if the City were not to pass this ordinance, the City would give up their right to have any say not to mention law enforcement problems due to lack of a law.

Councilor Solberg made a motion to approve the ordinance and pass as an emergency. Councilor LaCoste seconded the motion and the motion carried 6-1 with Council Hansen voting against the ordinance.

7. **Proclamation: Child Abuse & Prevention Month** – Mayor Craven declared April as time to remember the effects of child abuse on our community. Council passed the proclamation by consensus.
8. **Proclamation: Firefighter Appreciation Week** – Mayor Craven declared the week of April 3rd as time to appreciate the firefighters who provide invaluable service to Brownsville. Council passed the proclamation by consensus.

ACTION ITEMS:

1. **Linn County Pioneer Association | Road Closure Request** – Councilor Chambers to approve the closure as requested. Councilor Chambers seconded the motion. The motion passed unanimously.
2. **5-Cities Coalition (SMAC) | Sean Tate Proposal** – McDowell outlined the effort. This proposal will build a model for small cities to work together to build relationships with representatives, weigh in on State legislative efforts, and create a voice for rural Oregon. Councilor Solberg made a motion to approve the proposal as requested. Councilor Winklepleck seconded the motion. The motion passed unanimously.



Council Minutes

3. **Officials Handbook Update** – Councilor Hansen made a motion to approve the handbook as presented. Councilor Chambers seconded the motion. The motion passed unanimously.

4. **Appoint Legislative Advocacy & Policy Committee Members** – The City advertised for vacancies on the newly create Legislative Advocacy & Policy Committee (LAPC). Council appointed the following members:

Legislative Advocacy & Policy Committee (LAPC)

Shannon Bremner
Felipe Eversull
Don Ware

Councilor LaCoste made a motion to appoint Shannon Bremner, Felipe Eversull & Don Ware to the Legislative Advocacy & Policy Committee (LAPC). Councilor Solberg seconded the motion. The motion carried unanimously.

Council thanked all the applicants.

Council then appointed Councilor Chambers and Councilor Hansen to sit on the Committee.

5. **Cascade West Council of Governments | Meals on Wheels Request (Annual)** – Councilor Hansen made a motion to approve the Meals on Wheels request as presented. Councilor LaCoste seconded the motion. The motion carried unanimously.

6. **Haworth Curb Painting Request** – Cheryl Haworth requested the curb on the east side of Butte Street to be painted yellow. Staff denied the request in February 2023 because it did not meet any of the requirements used by the City. Councilor Hansen shared that he had drive this multiple times and spoke with area residents about the intersection. He could see no reason to paint the curb yellow. Councilor Chambers and Councilor Winklepleck shared that they too had driven the area to thoroughly review the request and came to the same conclusion. Councilor Winklepleck made a motion to affirm Staff's recommendation to deny this request. Councilor LaCoste seconded the motion. The motion carried unanimously.

7. **Central Linn Recreation Association Addendum #2** – Mayor Craven explained the request made by the Central Linn Recreation Association for a temporary storage unit. Councilor Chambers said that she was not interested in supporting this addendum because this will start an unwanted precedent for Pioneer Park. The City will have no way of denying any similar request by any other non-profit group or community partner. Councilor Winklepleck said the Central Linn Recreation Association provides amazing programs for our youth, but like Councilor Chambers cannot support this addendum. Councilor Hansen does not like the idea from an aesthetic stand point. Looking out over the park and seeing temporary storage units is not the desire effect. He also wants the ADA portable toilet moved for the same reasons. Councilor Winklepleck made a motion to deny addendum #2 as presented. Councilor Chambers seconded and the motion passed 6-0 with Councilor Humphreys abstaining.

8. **Napa Road Closure Request** – Councilor Winklepleck moved to approve the closure as requested. Councilor Hansen seconded the motion. The motion passed 6-0. Councilor LaCoste recused himself from voting.



Council Minutes

DISCUSSION ITEMS:

1. **Vineyards Wind Machines Reminder.** McDowell said the City recently sent the Spring a newsletter out that reminded everyone about the wind machines starting soon; weather dependent.
2. **OGEC | Progress Report.** – McDowell said several members have already filed. Please make sure that you are filed by April 15th, 2023, so the City can avoid being fined.
3. **Clean-Up Day Request for Action Letters.** – McDowell shared letters that were sent to nearly two dozen properties in advance of Clean Up Day that encouraged property owners to take advantage of this service provided by Sweet Home Sanitation. McDowell briefly review the City's nuisance abatement process.
4. **Veteran's Day Parade Request.** McDowell shared a request from Commissioner Will Tucker asking if City Council was interested in putting a float in the parade this year. Council took the issue under advisement. Mayor Craven shared that he had a few ideas.
5. **February Financials.** No comments.

CITIZEN QUESTIONS & COMMENTS.

Janea Deaver addressed the yellow curb request on Butte Street. Deaver said that she lived on the hill and drove that street to work for nearly fourteen years. She could see no reason that the curb should be painted.

COUNCIL COMMENTS.

Councilor Winklepleck asked Staff to include a review of the Senior Center agreement at the next Council meeting. Council agreed by consensus.

Councilor Hansen said he voted against Ordinance 799 out of sheer protest to the City being forced by the State to do this. He is tired of mandates.

Mayor Craven shared some thoughts about Veronica Christie who recently passed away after a bout with cancer. Craven said that the City lost a gem of person in Veronica and her condition was exacerbated due to the absence of medical care forced by the State of Oregon due to the Pandemic.

Mayor Craven observed a moment of silence to honor Veronica Christie.

ADJOURNMENT: Councilor Chambers moved for adjournment, Councilor Solberg seconded and the meeting adjourned at 9:00 p.m.

Handwritten signature of S. Scott McDowell in blue ink.

City Administrator S. Scott McDowell

Handwritten signature of Adam Craven in blue ink.

Mayor Adam Craven