



Council Minutes

June 27th, 2023

ROLL CALL: Mayor Craven called the meeting to order at 7:00 p.m. with Council President Chambers, Councilor Hansen, Councilor Solberg, Councilor Humphreys, Councilor LaCoste, and Councilor Winklepleck present. Public Works Superintendent Karl Frink, Administrative Assistant Elizabeth Coleman, Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

ABSENT: All were present.

PUBLIC: Chenoweth Robertson, Tricia Thompson, Central Linn School District Superintendent Candace Pelt, Halsey City Administrator Hilary Norton, Steve Schilling, David Karo, Pam Solberg, Merritt Schilling, Rod Souza, Don Lyon, Allen Buzzard, Tia Parrish (*The Times*), Penny Rosenberg (*Democrat-Herald*) & guest, and Deputy Frambes (*LCSO*) were present.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell stated that Public Works Superintendent Frink's report was placed on Council desk tonight. McDowell also added Section 1, an emergency clause to O 799 for Council's consideration.

MINUTES: Councilor Solberg made a motion to approve the May 23rd, 2023 meeting minutes as presented. Councilor Humphreys seconded the motion. Discussion was called for. McDowell noted that Nan Van Sandt had sent an email asking for a correction in the minutes. With Council approval, it will be added as an attachment to the minutes. *The vote was called for and passed unanimously.*

Councilor Hansen made a motion to approve the June 15th, 2023 Special Session minutes as presented. Councilor Chambers seconded the motion and it passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Central Linn School District Strategic Plan (Superintendent Candace Pelt).** Central Linn School Superintendent Candace Pelt and Board President David Karo shared Central Linn School District's Strategic Plan and Capital Improvements Plan. Vocational learning will be the focus of the new facility and programming. The District has developed five pillars that will drive the administration's efforts in creating the school the community desires. The Board will give timely updates to ensure the process is working, desired outcomes are being created, and goals are met. Superintendent Pelt reported that public participation has been the center piece of this effort. Council expressed appreciation for the presentation, and are encouraged with the positive direction the school district is headed.
2. **Rural Economic Alliance (REAL) Strategic Plan (Halsey City Administrator Hilary Norton and Mr. McDowell).** Halsey City Administrator Hilary Norton and McDowell provided a brief overview of the Rural Economic Alliance's recently completed strategic plan. Six focus areas will guide the group's effort over the next five years. The Alliance is comprised of nine cities in Linn & Benton counties focused on developing economic opportunities for rural communities. The group's focus is centered around collaboration and relationships. Business Oregon and Linn & Benton counties have all been tremendous partners. The group is also working on regional advocacy efforts pertaining to economic development efforts.
3. **Budget Public Hearing | Proposed Use of State Revenue Sharing.** Mayor Craven opened the floor to discussion on the City's proposed FY 2023-2024 budget and to discuss State Revenue Sharing. No members of the public commented on the proposed budget or the use of State Revenues. McDowell stated that the City has secured gap funding for the Central Linn Recreation Renovation



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project. The first payment will need to be made in June 2024. McDowell will change some nomenclature, to account 100.020.810 as described during the Budget Committee's second meeting, for this payment. The City's bond limit is now at \$1.6 million.

Councilor Solberg made a motion to approve R 2023.14 and to move forward with the changes as discussed. Councilor LaCoste seconded the motion and it passed unanimously.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report.** Sergeant Frambes reviewed the stats for May highlighting several calls that included an assault, car vandalism and trespassing underneath the Linn County Museum. Frambes reported that the Pioneer Picnic went well. The Sheriff's Office continues to experience personnel coverage issues due to shortages.
2. **Public Works.** Public Works Superintendent Karl Frink reported progress on water filter upkeep, forward movement on the GR12 waterline project as the City prepares to place the project out for bid, and continued reviews on infrastructure installations around town. Public Works has picked up the additional work in Pioneer Park due to the Park Caretakers quitting on June 20th. Mr. Frink hopes to have replacement Caretakers in place July 5th.
3. **Administration.** Administrator Scott McDowell discussed details, logistics, and shared photos of the Rec Center Renovation project. The project is on schedule and due to be completed by September 30th, 2023. McDowell reported that the Small Municipalities Advocacy Coalition is finalizing agreements and materials to reach out to other communities. Training will occur at the end of August and first of September for Council members. Tammi Morrow reviewed tasks associated with closing out the fiscal year and completing the budget process. Morrow also said there were a significant number of letters and postings sent this year on the nuisance and weeds abatement program. McDowell reported that he will be reviewing the insurance coverages soon. Costs have risen considerably. McDowell discussed budget happenings. Staff has a lot of work to do to close the current fiscal year and set up the budget for the next fiscal year; budget documents will be delivered to Linn County in early July. McDowell reported that he and Mr. Frink recently met with an arborist at the Moyer House to determine that the GR12 project will not negatively impact the historic trees located nearby. Linn County has given the official approval to proceed. McDowell reported that the TMDL plan has been received back. Staff will investigate ways to reach compliance; the City is still waiting for the Water Conservation Plan.

Mrs. Morrow gave a quick overview of recent Emergency Preparedness Committee happenings. The group attended the June 2nd, 2023 field day at Central Linn Elementary School. The group also participated in a presentation at the Halsey-Shedd Fire District's annual May community breakfast.

4. **Planning.** Mrs. Coleman shared a few recent planning scenarios and clarified what Staff can do and cannot do when it comes to private developments. She works closely with developers and neighboring property owners to ensure compliance with State and local laws. The City has an extensive job to do when a property developments, but there are some significant limitations to City authority when it comes to certain issues. McDowell commented that property line issues and drainage issues are between neighbors, but people try to draw the City in on these kinds of issues.
5. **Library.** No comments.
6. **Office.** No comments.
7. **Court.** No comments.



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8. **Council Comments.** Councilor Winklepleck reported that Councilor Chambers, Mr. McDowell, and himself recently attended a Linn County jail visitation. The group was impressed with the level of care and courtesy they provide for the inmates.
9. **Citizen Comments.** Rod Souza, Gap Road, thanked Council for their willingness to serve the community. His main concern tonight is with HB 3115. Mr. Souza is concerned about the houseless folks coming to Brownsville and how it will impact our community.

LEGISLATIVE:

1. **Resolution 2023.12: Water Rates Annual Adjustments.** Mayor Craven read the resolution. Basically, the increase in water rates is to try to keep up with inflation. *Councilor Hansen made a motion to approve R 2023.12. Councilor Humphreys seconded the motion and it passed unanimously.*
2. **Resolution 2023.13: Sewer Rates Annual Adjustments.** Mayor Craven read the resolution. Basically, the increase in sewer rates is to try to keep up with inflation. *Councilor Solberg made a motion to approve R 2023.13. Councilor Winklepleck seconded the motion and it passed unanimously.*
3. **Resolution 2023.14: Adopting the FY 2023-24 Budget and Making Appropriations.** Done earlier in the meeting.
4. **Resolution 2023.15: Year End Transfers FY 2022-2023 | TRT.** Mayor Craven read the resolution. Mr. McDowell reported that this resolution helps the auditors to have a clear line of sight on Council reviews and awareness; it is basically just internal, accounting housekeeping. *Councilor Chambers made a motion to approve R 2023.15. Councilor LaCoste seconded the motion and it passed unanimously.*
5. **Ordinance 799: HB 3115 | Martin vs. Boise (Second Reading).** Mayor Craven and Mr. McDowell read the ordinance in its entirety. Councilor Hansen stated that this is the second reading of O 799, and it can pass with a simple majority. McDowell recited background information for context. Council had questions and concerns after the June 15th, 2023 meeting. Modifications have been made by City Attorney Ross Williamson regarding liability and bringing the City into compliance. Another modification is demarcation. The ordinance defines the designated space to be from the silver maple tree in front of City Hall down to the walkway in front of the Brownsville Art Association. McDowell stated that he has heard several differing opinions and interpretations of this law. There is a high probability of lawsuits being filed against cities over the course of the summer.

Staff feels that O 799 is the best option at this time. The City basically has two options, one is horrible and the other is terrible for the City of Brownsville. In terms of meeting the law and covering the liability imposed by HB 3115, O 799 as presented, will do accomplish that end. Councilor Chambers stated that by passing or not passing this ordinance, there will be regrets. Councilor Humphreys discussed other options that the State could have done regarding creating these resting places. He would like Mr. McDowell to draft a letter to the State expressing our displeasure with the whole situation. Mayor Craven agrees with Councilor Humphreys stating that bills like this come from an unbalance of government, polarizing our community and separating us. Instead of letting us govern ourselves, we are forced to create policy that does not serve us. Mayor Craven stated that Mr. McDowell is recommending O 799, enabling Council to stay within the law. No one here wants this, but it is a hard decision when threatened with liability and lawsuits.

Councilor Chambers moved to approve Ordinance 799. Councilor Humphreys seconded the motion. A roll call vote was called for, with the following results. Councilor Solberg, Councilor Chambers, Councilor Winklepleck, and Councilor Humphreys voted for the motion. Councilor



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LaCoste, Councilor Hansen, and Mayor Craven voted against the motion. The motion carried, 4-3.

6. **Ordinance 801: Memorials (Second Reading).** *Councilor Solberg moved to read O 801 by title only. Councilor Humphreys seconded the motion and it passed unanimously. Mayor Craven read by title only.*

Councilor Hansen moved to approve O 801. Councilor Winklepleck seconded the motion and it passed unanimously.

ACTION ITEMS:

1. **Approve Delinquent Accounts.** McDowell stated that delinquent accounts are assessed each year as part of the budget process. After approval, they will be submitted to Linn County Assessor's office with the budget documents.

Councilor Solberg made a motion to approve delinquent accounts as submitted. Councilor Chambers seconded the motion and the motion passed unanimously.

2. **Park Camping Options.** Mr. McDowell stated that new information has come to light in regard to park caretakers, Mrs. Morrow and Mr. Frink have worked feverishly to resolve the issue of hiring new park caretakers. The City is fortunate to locate a couple to work the remainder of the season. Their start date will be July 5th, 2023, which will help greatly with continuity of park operations for the summer. McDowell suggested forming a small committee to look at current park practices and bring recommendations back to Council and Park Board. Councilor LaCoste and Councilor Chambers volunteered for this committee.

DISCUSSION ITEMS:

1. **Letter to City Council (page 71 in agenda packet).** *Councilor Chambers made a motion to direct Mr. McDowell to respond to the letter (page 71 in the packet). The motion was approved by consensus.*
2. **May Financials.** No comments.

CITIZEN QUESTIONS & COMMENTS. None.

COUNCIL COMMENTS.

Councilor Hansen stated that a recent change at the Brownsville post office has all of the mail (even local Brownsville mail) going to Portland for sorting. Local mail used to be placed directly into the post office boxes or local mailboxes. This change is adding days to local mail delivery times. Councilor Hansen encouraged everyone to go and make a statement to the post office about this unwelcome policy change.

Councilor Hansen also stated that the Oregon Health Association has developed a youth advisory council to advise the State on matters of health equity for ages 15-19. He encouraged everyone to take a look online for more information. The subjects and matters that they are advising the State on, are things that not all parents would want their kids involved in, and does not require parental consent; very concerning.



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Councilor Winklepleck stated that it seems like Pioneer Picnic was a big success. The beer garden seemed to be successful. He expressed appreciation for all the volunteers for the planning and working the event.

Mayor Craven stated that he felt there was a better showing for the parade and other activities for Pioneer Picnic. It was great to see after the last few years. The current headlines are likely to be overwhelmed with the homeless situation, so, he would like to push out the good things the City is doing including the Central Linn Recreation Center Renovation, the GR 12 Waterline, among many other things.

ADJOURNMENT: Councilor LaCoste moved to adjourn at 8:42 p.m. Councilor Solberg seconded the motion and it passed unanimously.

A handwritten signature in blue ink, appearing to be "SM", positioned above a horizontal line.

City Administrator S. Scott McDowell

A handwritten signature in blue ink, appearing to be "ADC", positioned above a horizontal line.

Mayor Adam Craven