



Council Minutes

October 24th, 2023

ROLL CALL: Mayor Craven called the meeting to order at 7:01 p.m. with Council President Chambers, Councilor Hansen, Councilor Solberg, Councilor Humphreys, and Councilor LaCoste present. Administrative Assistant Elizabeth Coleman, Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

ABSENT: Full Council in attendance.

PUBLIC: Rick Dominguez, Penny Rosenberg (*Democrat-Herald*), Pegge McGuire (*Community Services Consortium*), Don Lyon, Lori Garcy (*Brownsville Art Association*), Jenna Stutsman (*Brownsville Chamber of Commerce*), Tia Parrish (*The Times*), and Linn County Sheriff's Office Deputy Frambes (*LCSO*) were present.

The pledge of allegiance was recited. Councilor Winklepleck asked for a moment of silence to honor the innocent lives lost in the terrorist attack in Israel.

ADDITIONS AND DELETIONS: McDowell stated that he would like to table Item 11 B. as the final payment has not been received yet.

MINUTES: Councilor Chambers made a motion to approve the September 26th, 2023 meeting minutes as presented. Councilor Winklepleck seconded the motion and the motion passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Pegge McGuire | Community Services Consortium.** Executive Director Pegge McGuire, Community Services Consortium (CSC), asked Council to pass a Continuum of Care resolution committing to a 'wrap around services' solution for homelessness in the mid-valley. Governor Kotek has declared the elimination of homelessness as a goal of her administration. The CSC is also interested in improving their overall rural 'scorecard' so they can be more competitive for the Federal HUD funding opportunities. In order to do this, CSC needs rural communities like Brownsville to pass a resolution of support. McGuire said that right now is the perfect time to execute this plan because nearly everyone is at the table. Discussion ensued with Council concerns highlighting the root causes of homelessness including drug addiction and mental illness, a path to repealing ineffective legislation, and ineffective or inefficient use of current program funding. Council thanked Ms. McGuire for her presentation for Council and her passion for the topic.

Councilor Chambers made a motion to deny Resolution 2023.18. Councilor LaCoste seconded the motion and it passed unanimously.

2. **Dr. Lori Garcy | Brownsville Art Association (BAA).** Dr. Lori Garcy gave a brief annual report stating that it has been a slow programming return after the pandemic closure. She is happy to report that public classes have started back and the Association stands at nearly full membership. Garcy wanted to thank the Chamber, the City, and the residents of Brownsville for their support. The Association is a labor of love for all involved and they are proud to call Brownsville home. Please visit <http://brownsvilleart.org/> for more information. Council expressed their appreciation to Dr. Garcy for her hard work and commitment to the BAA.
3. **Jenna Stutsman | Brownsville Chamber of Commerce.** President Jenna Stutsman gave a brief annual report and requested the closure of Spaulding Avenue for Home for the Holidays. Stutsman reported that Chamber events were bigger and better than ever this year. She highlighted



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the City-wide Garage Sale's hottest day of the year and the amazing attendance at this year's Antique Faire. Estimated attendance for the Faire was over 5,000. *Trick or Treat Street* and *Home for the Holidays* is coming up fast. Please visit <https://www.historicbrownsville.com/> for more information.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report.** Sergeant Frambes reviewed the stats for September, highlighting several items that included shoplifting calls and motorists operating without proper insurance. Frambes said the Sheriff's Office (LCSO) recovered the truck used in the NAPA burglaries. The LCSO learned that the truck had been used in multiple crimes all over from the mid-valley to the Coast. The investigation continues. Two separate crimes were committed against the Hair Care Salon on E. Bishop Way. The LCSO continues their investigation of these crimes which includes possible arson.
2. **Public Works.** Superintendent Karl Frink reported progress on the waterline installation at the Rec Center. Public Works encountered two large rocks that caused additional delay. The City received a favorable review of the City's Water Treatment Plant from the Oregon Health Authority (OHA). Frink is working on preparing for wastewater discharge this winter. Public Works will be closing the parks and winterizing the facilities on October 31st. He has also been busy marking plots and headstones at the Pioneer Cemetery.
3. **Administration.** Administrator Scott McDowell discussed details, logistics, and shared photos of the Central Linn Recreation Center Renovation project. The project schedule has been adjusted to be completed by November 2023 due to delay in the ADA/entry decking for three entrances. The City is in the process of making arrangements for gym space with Pioneer Christian Academy for the Central Linn Recreation Association's basketball program.

McDowell reported that the Small Municipalities Advocacy Coalition (SMAC) is working on logistics for the upcoming short session in Salem.

4. **Planning.** No Comments.
5. **Library.** Librarian Sherri Lemhouse provided a video report. Highlights included library displays which features books by color, and in February she puts together a "blind date with a book" program. The books are wrapped with brown paper and labeled by genre. It is an interesting way to encourage folks to read a new author or genre. Library bulleting boards are changed periodically by a local volunteer, and are always fun and engaging.
6. **Office.** No comments.
7. **Court.** No comments.
8. **Council Comments.** No comments.
9. **Citizen Comments.** No comments.

LEGISLATIVE:

1. **Ordinance 802 | Parking Modifications (First Reading).** Councilor Chambers made a motion to read by title only. Councilor Humphreys seconded the motion and it passed unanimously. Mayor Craven read the Ordinance by title only. Councilor Hansen asked what precipitated the Ordinance change. Sergeant Frambes, Linn County Sheriff's Office, stated that this



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change which included correlating certain laws like parking, curfews, etc., will simplify enforcement with deputies able to enforce more uniformly over several counties.

ACTION ITEMS:

1. **Home for the Holidays Road Closure.** Council unanimously approved the closure of Spaulding Avenue for the tree lighting and Home for the Holidays event, provided the Chamber meets the necessary requirements. The Chamber will conduct a tree lighting ceremony on the evening of December 1st, 2023 at 6:00 p.m. General public is encouraged to attend. To see the entire list of offerings and events, please visit <https://www.historicbrownsville.com/home-for-the-holidays>.

Councilor Winklepleck moved to approve the Spaulding Avenue Street closure. Councilor LaCoste seconded the motion and the motion passed unanimously.

2. **Council Meeting Schedule.** McDowell stated that one thing to note is the August recess which Council has done for the last nine years due to vacations.

Councilor Winklepleck made a motion to approve the schedule as presented. Councilor Humphreys seconded the motion and the motion passed unanimously.

3. **Brownsville Art Association | Proposed Changes.** McDowell stated that the City has received the property tax bill for the Brownsville Art Association (BAA). Council had authorized Staff to open the agreement with the BAA. Proposed changes to the contract include eliminating subletting, and agreeing to cost share the tax bill for two years. The first year the City will pay the bill, the second year the City will pay half of the bill, and the third year and subsequent years, the BAA will need to be able to pay the bill themselves. By cost sharing, the City will help the BAA formulate a plan, or fundraise on how to continue to be self-sufficient. McDowell stated that the issue may be taken up by SMAC, or a stand-alone effort, to introduce legislation to change this policy that is not in the best interest of our community and art center.

Councilor Solberg moved to approve the proposed changes. Councilor Chambers seconded the motion and it passed unanimously.

4. **Central Linn Recreation Association (CLRA) Agreement | Proposed Changes.** Council authorized Staff to open the agreement with the CLRA. As the project is nearing completion, it is a good time to modify some logistical issues. Proposed changes include the handling of the rental fees and eliminating subletting. The City will issue the CLRA a lump sum for rental fees as part of the agreement. The CLRA will be financially responsible for normal wear and tear of the building. Routine maintenance, such as the hot water heater, will be the responsibility of the City. Keys will continue to be issued by the City.

Councilor Hansen moved to approve the proposed changes. Councilor LaCoste seconded the motion and it passed unanimously.

5. **Appointed Officials | Openings and Reappointments.** Council re-appointed the following officials, Wendy Toshitsune (*Budget Committee*), Jack Alsman, Rob Wingren & Steve Schilling (*Planning Commission*), Brandi Simon & Betsy Ramshur (*Parks & Open Space Advisory Board*), and Barbara DeRobertis & Jennifer Ashcraft (*Library Advisory Board*). The City will be posting openings for the Parks & Open Space Advisory Board and the Library Advisory Board.



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6. **Legislative Advocacy & Policy Committee (LAPC) | Recommendations.** Council passed a unanimous motion to accept the policy statements recommended by the Legislative Advocacy & Policy Committee (LAPC). These statements will serve as guidelines for future policy discussions with State lawmakers. Council also adopted the Committee's recommendations for a new social media policy and modifications to Council meeting processes for Council members. Council will modify the Officials Handbook to incorporate these changes at their November meeting.

DISCUSSION ITEMS:

1. **SMAC Training Sessions.** McDowell said that the fourth Council training session has concluded. There will be future training sessions if any Councilor has not had a chance to attend the training. McDowell will be sharing the LAPC information with other communities in an effort to move forward with this effort. Sean Tate, the group's lobbyist, will be tracking bills that are of interest for our small rural communities. SMAC has had a lot of interest and positive feedback. Folks are excited for this effort. Sean Tate will be conducting more Council training sessions around the state. Mayor Craven remarked that he had been to the last training session in Harrisburg, and it was a great meeting.
2. **GR12 Waterline.** McDowell reported that the Linn County Commissioners will rule on the easement requested for the new GR 12 waterline. Last week a large portion of the Catalpa tree at the Moyer House fell. Linn County had to remove the rest of the tree for safety. As soon as the easement is received, the City engineer will put the project out to bid. Staff is hoping for a spring installation.
3. **September Financials.** No comments.

CITIZEN QUESTIONS & COMMENTS. None.

COUNCIL COMMENTS. Councilor Chambers stated that the Trunk or Treat event in Pioneer Park organized by Karmel Curtis was great! With over 1,400 people in attendance, it was a large event! Chambers stated that it was great fun, and encouraged folks to come out next year.

Mayor Craven thanked the presenters tonight. Their hard work for our community is much appreciated.

Councilor Humphreys stated that Public Works Superintendent Karl Frink does a fantastic job for the City, and he is much appreciated! Councilor Winklepleck stated that the water quality was a major factor in his recent move to the community.

ADJOURNMENT: Councilor Chambers moved to adjourn at 8:51 p.m. Councilor LaCoste seconded the motion and it passed unanimously.

A blue ink signature of S. Scott McDowell.

City Administrator S. Scott McDowell

A blue ink signature of Mayor Adam Craven.

Mayor Adam Craven