



Council Minutes

March 26th, 2024

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

ABSENT: Councilor Hansen was excused.

PUBLIC: Tricia Thompson, Steve Van Sandt, Jenna Stutsman (*Chamber President*) Marcie Richey & Derrick Sterling (*Linn County Clerk's Office*) Deb & Kerry Shatell, Michael Beach, Tia Parrish (*The Times*), Sergeant Steve Frambes (*Linn County Sheriff's Office*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: Mr. McDowell added several items to Council dais including a Total Maximum Daily Load (TMDL) approval letter, Public Works Report, Linn County Pioneer Association (LCPS) Road Closure request, League of Oregon Cities (LOC's) US Supreme Court ruling regarding social media, Notice from Department of Land Conservation and Development (DLCD), Press Release from Linn County, and an article of interest provided by Mayor Craven. Deletions included 10) B. Brownsville Napa Road Closure request.

MINUTES: Councilor Winklepleck made a motion to approve the February 27th, 2024, meeting minutes as presented. Councilor Humphreys seconded the motion and the motion passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Marcie Richey & Derrick Sterling | Linn County Clerk's Office.** Marcie Richey & Derrick Sterling gave a detailed overview of the elections processes they execute each election. Ballot security is the primary focus. Ballots are made in-house. Computers used for counting ballots cannot count ballots twice. The Office uses chain-of-custody protocols to ensure ballots are collected and delivered to the courthouse in accordance with State law and County administrative rules. Each ballot is verified by the signature on the ballot against the voter registration card. Cameras, motion detectors and a host of other security measures are employed throughout every step of the process. The State also randomly audits each election requiring hand counting to ensure election integrity. In 1981, Linn County Clerk's Office became the national pioneer of mail-in voting. Mayor Craven stated that he appreciated the continuity of leadership after Steve Druckenmiller's recent passing. Ms. Richey stated that he is very missed in their office.
2. **Jenna Stutsman | Brownsville Chamber of Commerce.** Chamber President Jenna Stutsman provided Council with a report on Chamber activity for 2023 and a look forward to 2024 Chamber events such as LCPA Breakfast, City-Wide Garage Sale, Antique Faire, Trick or Treat Street, and Home for the Holidays. The 2024 Chamber Board returns the same seven members from 2023. Member meeting have changed. The Chamber's next meeting will be held at Armando's on April 12th, from 5:00 p.m. to 7:00 p.m. for members. Wine and beer will be available during these "Happy Hour" social meetings. Stutsman reported the Chamber currently has 69 members.
3. **Consumer Confidence Report.** Public Works Superintendent Karl Frink reviewed the 2023 report. The City publishes the report annually as required by Federal and State law. Frink gave a



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detailed report on the chemicals and compounds the City tests for weekly, annually, and at other intervals as required by law. He reviewed the processes the City uses to ensure water quality standards are met including the source of our water, the benefits the GR12 waterline & pump station improvements have made to the City's water distribution capabilities, cross connection, backflow prevention, and other operational measures employed by Staff. Brownsville residents will receive the annual report as part of the Spring Newsletter to be released this week. To learn more, please visit the City website or www.oregon.gov/oha/ph/healthyenvironments/drinkingwater.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report.** Sergeant Steve Frambes reported that LCSO stopped 85 cars in town. Several citations were issued due to speeding, no insurance, no driver's license, etc. Frambes stated that there have been complaints about dogs running loose. LCSO has issued several citations, with one citation over \$2,000 for one specific dog owner. Hopefully the situation will be resolved soon. Mayor Craven remarked that he would like to meet the local deputies at Council meetings if their schedules allow it.
2. **Public Works.** Public Works Superintendent Karl Frink reported on the many items Public Works completed including finishing leaf collection in Pioneer Park, upgrades to the City's SCADA system that helps run the Water Treatment Plant, mowing the cemetery, and tending to final details at the Rec Center. The GR12 water pipe has been successfully installed. The City is now waiting for the subcontractor, Reese Electric, to complete the electrical upgrades required to pump the water to the Water Treatment Plant. The City is experiencing delays related to critical components not being readily available.
3. **Administration.** Administrator Scott McDowell shared concerning details learned at the annual insurance conference. Property & Liability costs continue to soar at unprecedented rates. Health care, auto, and other insurance carried by the City are steadily rising. McDowell stated that rising costs are a disturbing trend. Over the last 3 years, property insurance for the City has increased by 67%! As Federal and State agencies pile on more requirements, this trend is likely to continue.

McDowell touched on the final items needing attention by the contractor at the Rec Center. Once these critical details have been finalized, the Rec Center will open for public rental.

McDowell reported on the progress of the GR12 project. It is going great, with the exception of supply chain shortfalls.

McDowell and Staff are preparing the FY 2024.2025 budget. The Committee will meet on April 25th to review the budget and make recommendations to Council. The second State Revenue Sharing (SRS) hearing will be held at the May 28th, 2024 Council meeting.

McDowell reported that he will be attending a REAL (economic development) meeting in early April.

Sweet Home Sanitation's Clean Up Day is April 6th, 2024. It will be held depot style as usual, at the Rec Center.

McDowell reminded Council that the Statement of Economic Interest (SEI) is due soon from the Oregon Government Ethics Commission (OGEC). Please let him or Mrs. Morrow know when you have completed it. The process continues to be totally online now. Contact Mr. McDowell if you need assistance.

River's Edge public infrastructure will likely be accepted by Council next month when the City receives the final as-built documents. McDowell will bring a resolution before Council next month.



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The Canal Company met on March 14th to elect officers. Soon, the newly elected Board members will meet with the City to discuss a possible agreement to address operational issues of the canal and next steps.

4. **Planning.** No comments.
5. **Library.** No comments.
6. **Office.** No comments.
7. **Court.** No comments.
8. **Council Comments.** Councilor Winklepleck reported that the quarterly LCSO went well. He reported that House Bill 4002 counters some of the ill-effects of Measure 110, and it will give the LCSO some tools to deal with issues that arise.

Mayor Craven reported that he had received a thank you card from the Governor following the lunch last Fall in Tangent with other local mayors and community representatives. Mayor Craven stated that it is humbling and encouraging from an advocacy standpoint to have high level contacts at our state house listening to our issues and keeping us in mind. Governor Kotek stated that she had enjoyed the frank conversation that day.

9. **Citizen Comments.** No comments.

LEGISLATIVE:

1. **Resolution 2024.05: Worker's Compensation.** McDowell reported that this is the annual resolution passed for Worker's Compensation coverage.

Councilor LaCoste made a motion to approve R 2024.05. Councilor Winklepleck seconded the motion and it passed unanimously.

2. **Proclamation: Child Abuse & Prevention Month.** Mayor Craven proclaimed April 2024 to be Child Abuse & Prevention month in the City of Brownsville. He read the proclamation into the record. The City will soon see blue pinwheels around town signifying this event.

ACTION ITEMS:

1. **Linn County Pioneer Association | Road Closure Request (Annual).** Councilor Solberg moved to approve the requested road closures for Linn County Pioneer Association. Councilor Chambers seconded the motion and it passed unanimously.
2. **Natural Hazard Mitigation Plan (NHMP).** Mr. McDowell shared concerns with the agreement, implications, and ramifications of the NHMP and CWPP (Community Wildfire Protection Plan). McDowell is concerned that these programs will turn into unfunded mandates putting undue effort and restraint on our City resources. While some mitigation efforts make sense, financial impacts of these programs are yet unknown. He reminded Council that the City currently has \$58 million in assets, \$20 million of which is in critical need of repair or replacement. At this time, the IGA is voluntary, but just like TMDL, that can change into required processes by the State. Mayor Craven reminded Council that they had passed a resolution to not recognize unfunded mandates, and he feels that Council should abstain from the IGA at this time. *Council agreed by consensus.*



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DISCUSSION ITEMS:

1. **Nuisance Abatement Process Modification.** McDowell shared that he was recently designated as the City's Towing Officer regarding any nuisance towing executed by the City. Administrative processes are being scrutinized. LCSO is attempting to get nuisance abatement laws standardized throughout the County, especially around towing policy.
2. **General Information.** McDowell reminded Council that the annual Clean-Up Day event is happening April 6th, 2024 at the Rec Center. Also, the vineyard wind machines may be coming on soon to protect the budding fruit from frost damage. The noise from the machines can be heard throughout town, and City Hall will usually receive complaints.
3. **February Financials.** No comments.

CITIZEN QUESTIONS & COMMENTS. No comments.

COUNCIL COMMENTS. Mayor Craven highlighted cases in front of the Supreme Court, and how they are so important to all our citizens. If the rules and parameters for the laws are not made through Congress, then we are not truly being represented using the Chevron case as an example.

Councilor Winklepleck stated that he is proud to be on a Council that is willing to fight for our rights and citizens, and say "no" when needed.

ADJOURNMENT: Councilor Humphreys moved to adjourn at 8:38 p.m. Councilor Chambers seconded the motion and it passed unanimously.

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

City Administrator S. Scott McDowell

A handwritten signature in blue ink, appearing to be "A.C.", written over a horizontal line.

Mayor Adam Craven