



# Council Minutes

April 29<sup>th</sup>, 2025

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

**ABSENT:** Councilor Chambers and Councilor LaCoste were excused.

**PUBLIC:** Steve VanSandt, Sravya Tadepalli, Sharon Banks, Don Lyon, Dick Knowles (*Linn County Mental Health*), Chelly Bonterrale and Sarad Brown, (*The New Era | Sweet Home*), Betsy Ramshur, Michael and Betty Doren, Isela Vargas, Bob Babcock, Peggy Purkerson (*Calapooia Food Alliance*), and Steve Frambes, (*Linn County Sheriff's Office*).

The pledge of allegiance was recited.

**ADDITIONS AND DELETIONS:** Additions included: 10) F. Alyrica & Broadband Equity, and 11) C. Memorial Day Council Meeting Date for discussion.

**MINUTES:** Councilor Hansen made a motion to approve the March 25<sup>th</sup>, 2025 meeting minutes as presented. Councilor Solberg seconded the motion, and the motion passed unanimously, with Councilor Winklepleck abstaining due to absence.

Councilor Hansen made a motion to approve the April 24<sup>th</sup>, 2025 Budget Committee with typographical errors corrected as noted by Mrs. Morrow. Councilor Winklepleck seconded the motion, and it passed unanimously.

## **PUBLIC HEARING | PRESENTATIONS:**

1. **Central Linn Recreation Association Annual Report | Katy Kallai.** Not present tonight.
2. **Calapooia Food Alliance Report | Peggy Purkerson.** Mrs. Purkerson provided the annual report on behalf of the Calapooia Food Alliance highlighting the food that is donated annually to Sharing Hands, the Community Garden program, the Farmer's Market, Munch Night, and the Azure buying program. The Market will run starting May 1<sup>st</sup> from 3:00 p.m. to 6:00 p.m. Hours will be extended once summer rolls around. The Market runs through October and is being held at D & D Storage across from Dari Mart. Melissa Selby is the new Market Director. To learn more about the CFA visit <https://www.calapooiafoodalliance.org>.
3. **Total Maximum Daily Load (TMDL) | Semi-Annual Report.** Public Works Superintendent Karl Frink and City Administrator Scott McDowell met the Department of Environmental Quality (DEQ) requirement to cover the State's TMDL program twice a year. The City is supposed to remind pet owners to clean up after your pets. The City has installed pet waste stations for your convenience. The City is charged with reminding everyone that all water runoff leads to the river. The State wants you to be mindful of water runoff and the impacts on fish habitat and water quality health. Please report any illegal dumping to City Hall.

## **DEPARTMENT REPORTS:**

1. **Linn County Sheriff's Office (LCSO) Report | Sergeant Steve Frambes.** Sergeant Frambes reported on the statistics from last month. Frambes said they are continuing the investigation on the coffee shop break-ins that have been happening all over Linn County. Hansen asked about a



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situation that happened at the 76-gas station on Highway 228. Frambes said that it is under investigation. Hansen asked about the use of non-lethal options. Frambes outlined the training and licensing that is required for these alternate resources. Winklepleck encouraged Council to apply to ride along with a patrol. Winklepleck said you really get a totally new understanding of the challenges law enforcement faces.

2. **Public Works (PW).** Superintendent Karl Frink reported that Staff have been busy with spring tasks. PW switched over to the Calapooia River on April 17<sup>th</sup>. Wastewater has been treated and safely discharged with no violations. The new chlorination equipment in the treatment plant is working well. Various weeds have been sprayed as required by DEQ. PW opened Pioneer Park on April 1<sup>st</sup>. PW has been mowing and cleaning up the cemetery. There were statements made on social media recently with inaccurate information regarding the care and maintenance of the cemetery. Frink encouraged folks that have questions to reach out to City Hall for the facts.
3. **Administration.** Administrator Scott McDowell reported work on developing a new website has begun. McDowell will be meeting with CivicsPlus to review a new platform the company is rolling out to smaller cities like Brownsville. McDowell stated that websites have been totally voluntarily, and now the State is trying to step in with legislation and micromanage these efforts. These new laws will drive up the costs of creating and maintaining this platform.

McDowell reported that he received a news release from Oregon Department of Transportation (ODOT) stating that construction season is upon us and encouraged folks to slow down and "Give 'Em a Brake" in construction zones. ODOT also cheered for 100% of the cities completing their survey. Interesting note, the cities were threatened with funds being withheld if the survey was not completed!

McDowell shared sweeping changes to programs such as PFA's and VOC's required by the EPA and implemented by the State of Oregon, and possible implications for the City. Basically, these tests are looking for chemicals commonly found in drinking water such as pesticides and petroleum-based products.

McDowell and Staff have been working to solidify an agreement with the Central Linn Recreation Association (CLRA) and the Central Linn School District (CLSD) to share or co-use fields and facilities. It would be nice to get this agreement memorialized on paper. Recently, McDowell and Morrow met with representatives from both agencies and have a meeting scheduled for tomorrow to hopefully finalize the details of the agreement.

McDowell reported that Linn County recently entered into an agreement with RAIN. The City's relationship with RAIN goes back about eight years now, and includes Linn and Benton County cities. It is great to see the Linn County Commissioner's support for this entity; they have been a great co-partner.

The City will be an official ballot drop site for Linn County Clerk's Office until Election Day which is May 20<sup>th</sup>, 2025. City Hall will be open on that day from 7:00 a.m. to 8:00 p.m. Folks are encouraged to drop their ballots in the bag provided, no postage is necessary.

McDowell and Frink will be reviewing the insurance renewals soon.

On April 1<sup>st</sup>, 2025, the marijuana lawsuit filed in 2018 was recently officially dismissed after one appeal as acknowledged by CIS.

A few months ago, Council authorized the City to be a part of the *2025 Tour of Honor Riders*. The bell downstairs honors our fire department, and this will be the highlight of the tour for Brownsville. Frink has hung a sign banner out on Highway 228.

The City's legislative committees, Small Municipal Advocacy Coalition (SMAC) and Legislative Advocacy Policy Committee (LAPC), along with Staff have been successful with pushing two legislative bills forward, lagoon certifications and finance brackets. The recreational immunity bill is getting passed through, but the bill is not great. Basically, the tone and tambor of the bill is that it will likely be a temporary fix; without recreational immunity in place, it would be catastrophic for



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public spaces in Oregon. McDowell spoke about several other current bills including the repeal of the wildfire maps, economical development and housing, and HB 1177 which is the kicker takeaway. He encouraged folks to get involved and try to prevent State overreach.

Staff have been busy reading bills and protecting City residents as best as possible from overregulation and other demands being considered by the State Legislature.

4. **Planning.** No comments.
5. **Library.** No comments.
6. **Office.** No comments.
7. **Council Comments.** No comments.
8. **Citizen Comments.** Betty Doren expressed concerns about drainage along her property and made accusations against City Staff.

Sharon Banks reported that they are planning the first week of June as the official relaunch of the local newspaper. The group currently has over 50 folks involved, all except the editor, are volunteers. You can subscribe, volunteer, and learn more by visiting <https://brownsvilletimes.org>.

### **LEGISLATIVE:**

1. **Resolution 2025.07 | State Shared Revenues & Services Verification.** *Councilor Winklepleck moved to approve R 2025.07 as presented. Councilor Hansen seconded the motion, and it passed unanimously.* The City has historically used these funds for streetlights.
2. **Ordinance 807 | City Administrator Non-Elective Appointments (Second Reading).** McDowell reported that this Ordinance change will reflect what is actual practice of appointment by Council, not the Administrator, hence making sure the electors are represented by those they elected. Advertising will also be done by any means that Council deems necessary. Ad hoc committees are advisory by nature, and will be filled by the City Administrator. All ad hoc committee recommendations will come to Council for approval and implementation at the sole discretion of Council.  
*Councilor Winklepleck made a motion to read by title only. Councilor Hansen seconded the motion, and it passed unanimously.*  
*Councilor Hansen made a motion to approve O 807. Councilor Solberg seconded the motion, and it passed unanimously.*
3. **Ordinance 808 | Nuisance Abatement Modification | Brownsville Municipal Code | Chapter 8.30.120 (First Reading).** *Councilor Hansen made a motion to read O 808 by title only. Councilor Winklepleck seconded the motion, and it passed unanimously.*
4. **Proclamation | Linn County Pioneer Association.** Mayor Craven read the proclamation into the record, honoring the 138<sup>th</sup> annual Linn County Pioneer Picnic. This year's theme is "Pioneer Logging Camps."
5. **Proclamation | Mental Health Month.** Councilor Winklepleck read the proclamation into the record, proclaiming May as Mental Health Awareness Month in Brownsville. Mr. Dick Knowles, Linn County Health, was present to witness the reading of the proclamation.



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6. **Proclamation | Older Americans Month.** Councilor Hansen read the proclamation into the record, declaring May as Older American Month in Brownsville. The proclamation urges every resident to take time this month to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community.
7. **Proclamation | National Military Appreciation Month.** Councilor Winklepleck read the proclamation into the record, declaring May as National Military Appreciation Month in Brownsville. The proclamation encourages folks to honor our veterans, service members, and their families in observance of their contribution to our community, our state, and our Nation.

### **ACTION ITEMS:**

1. **Linn County Pioneer Association (LCPA) | Annual Logistics Letter.** Staff will modify the letter addressing a few corrections including correcting names for the new Park Caretakers.

*Councilor Hansen moved to approve the LCPA letter with corrections. Councilor Winklepleck seconded the motion, and it passed unanimously.*

2. **Authorize Canal Company Operations Agreement.** Mr. McDowell reported that he has spent more than 19 years on this project; over the last 10-12 years he has been working with a few key community members trying to establish an operations agreement. Council recently authorized an operations agreement for the purpose of working with the Brownsville Canal Company to supply water into the Mill Race for 2025.

The City has been providing services for many years without a formalized agreement in place. This current agreement is different than the one pitched at the Town Hall meetings held this past February. The Canal Company voted against moving forward with that original agreement at the Company's meeting held April 10<sup>th</sup>, 2025, with the City being completely disrespected at that meeting. It is important to remember that the City is not obligated to provide this service for the Canal Company.

The latest agreement will establish three basic things: 1) insurance verification, naming the City as additionally insured, 2) that the Canal Company will reimburse the City for the electricity costs (approximately \$340/month), and 3) that the Canal Company will also reimburse the City for Staff costs (approximately \$240/month). McDowell stated that if Council is interested in operating the pumps this year, an agreement will need to be in place.

Councilor Winklepleck thanked Mr. McDowell for all his work on this difficult project. Mayor Craven stated that he felt it was very unfortunate situation. It is unfair to the rate payers to be shouldering the load of these expenses, as the Mill Race is not a City asset. He is hoping that an agreement can be reached to keep the water flowing to discourage mosquitoes from being a problem.

*Councilor Solberg moved to authorize Mr. McDowell to move forward with this agreement with the Canal Company. Councilor Hansen seconded the motion, and it passed unanimously.*

3. **Approve Goals Strategy & Timeline | Goal Setting 2025.2026.** Mr. McDowell reported that Council is a little behind on this item. Council considered 50 goals, and the list has been pared down to 9. At Council's request, Mr. McDowell put together a list of goals and the Councilors that will activate on committees to pursue those goals. These committees will then bring information back to Council for consideration and possible implementation. Most committees list 3-4 Council members on each topic, but the committees can determine how many will be active on each committee. *Council approved the list by consensus.*

4. **Elected Official Handbook Modifications.** Mr. McDowell stated that the handbook was in the packet for Council consideration concerning new citizen comment procedures and social media practices. The changes and clarifications were in red.



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*Councilor Hansen moved to approve the Elected Officials Handbook Modifications as presented. Councilor Eversull seconded the motion, and it passed unanimously.*

5. **Authorize Rural Economic Alliance (REAL) Agreement.** Brownsville, along with eight other cities, partner together for the purpose of building economic development capacities for the region. This has been accomplished by creating a joint economic development organization through this partnership agreement.

*Councilor Eversull moved to authorize Mr. McDowell to go forward with the REAL Agreement as presented. Councilor Solberg seconded the motion, and it passed unanimously.*

6. **Alyrica Letter of Support.** Mr. McDowell shared an email he received from Alyrica seeking a letter of support as they are preparing to apply for a Broadband Equity, Access, and Deployment (BEAD) grant for a project for Central Linn School District. Discussion followed.

*Councilor Winklepleck was not in favor of issuing a letter of support at this time. Councilor Eversull seconded the motion, and it passed unanimously.*

### **DISCUSSION ITEMS:**

1. **Legislative Advocacy & Policy Committee (LAPC) Efforts.** Mr. McDowell reported that LAPC has been following a smattering of bills. It has been proving difficult to convene a meeting with the group's schedule, which underscores time constraints on everyone. The importance of advocacy, and how important it is to have a lobbyist actively in the building. McDowell reported that it has been nearly impossible to adequately address all the issues with all our other Staff duties which is one reason the effort was started in the first place. LAPC members seem willing to make the commitment, but it has been difficult to effectively lobby for what we need. It seems that we are always playing defense, we need to create an offensive strategy and SMAC should enable this capacity.

2. **Memorial Day & May Council Meeting.** Mr. McDowell reminded Council that the May Council Meeting will fall on Tuesday, May 27<sup>th</sup>, 2025, the day after a holiday weekend. Discussion ensued. Councilor Hansen made concessions to get back early from a trip.

*Councilor Solberg made a motion to move the May Council meeting to Wednesday, May 28<sup>th</sup>, 2025 for adequate preparation time. Mayor Craven seconded the motion, and it passed unanimously.*

3. **March Financials.** No comments.

### **CITIZEN QUESTIONS & COMMENTS.** No comments.

**COUNCIL COMMENTS.** Councilor Hansen shared a copy of a letter that he sent to Representative Jami Cate's office regarding HB 2548, creating a workforce to monitor farm practices. He adamantly opposes this legislation. He encouraged everyone to reach out to their legislators and make their voice heard on these bad bills, and other new legislation and bills in the making. Hansen stated that Connor, Jami Cate's associate, responded personally to him when he reached out to her office.

**ADJOURNMENT:** *Councilor Winklepleck moved to adjourn at 8:47 p.m. Councilor Eversull seconded the motion, and it passed unanimously.*

A handwritten signature in blue ink, appearing to be "SM", representing S. Scott McDowell.

City Administrator S. Scott McDowell

A handwritten signature in blue ink, appearing to be "AC", representing Mayor Adam Craven.

Mayor Adam Craven