



Council Minutes

October 28th, 2025

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

ABSENT: Public Works Superintendent Karl Frink was excused.

PUBLIC: Sherri Lemhouse (*Librarian*), Don Lyon, Wendy Toshitune, Jack Alsman, Chris Majdecki, Sravya Tadepalli (*The Brownsville Times*), Penny Rosenberg (*Democrat Herald*), and Richard Fries.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: Mr. McDowell reported that there are several handouts on the dais tonight. Agenda deletions include removing 6) B. Brownsville Art Association Annual Report and 10) A. Action Item – Award City Hall Paint Project, replacing this item with Resolution 2025.17 officially awarding the City Hall painting contract. Additions also include Resolution 2025.16 honoring Gary Compton for his many years of service to the City.

NEW CITIZEN'S COMMENT PROCEDURE: Mayor Craven reviewed the newly implemented procedure for Citizen's Comments, and the sign-up sheets were distributed.

MINUTES: Councilor Solberg made a motion to approve the September 23rd, 2025 meeting minutes as presented. Councilor Hansen seconded the motion, and the motion passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Thin Line Chaplaincy (TLC) | Nick Droback** | Mr. Droback shared the mission of TLC with Council describing the services provided to individuals that includes counseling First Responders with critical stress management, providing support to community members in times of loss and trauma, and handling sensitive details during times of unimaginable circumstances, to name a few. Droback also reported that he worked with the Chinese Coalition who was interested in providing an Emergency Preparedness disaster Conex box. The Brownsville Rural Fire District was successful in receiving a box. The box is equipped with enough supplies to support up to 200 families for two weeks. Deployment is at the sole discretion of the Fire District. The unit is climate controlled and offers water, MRE's, generators, and propane. To learn more about TLC's non-profit services, please visit <https://www.thinlinechaplain.com/>. Mayor Craven thanked him for his work for the community.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report | Sergeant Steve Frambes**. Sergeant Frambes shared that Mr. Droback's services are greatly appreciated by law enforcement. Droback has accompanied him on death notifications which is one of the hardest things an officer must do. At the scene of accidents, Droback can help the family with the emotional response to the accident while the officer is able to handle the scene of the accident. Frambes said he wished more resources could be dedicated to TLC's efforts. Frambes reported that activity in September was very calm. There was no significant incident(s) to report on. Councilor Hansen asked about the law enforcement levy on the upcoming ballot. Frambes asked people to review the facts of what the levy provides and decide for themselves. Frambes is not allowed to comment or forecast on the levy.
2. **Public Works (PW).** Superintendent Frink is out this evening.



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3. **Administration.** Administrator Scott McDowell reported on several legislative bills that will impact the City from the latest session of the State Legislative Assembly. Governor Kotek was very successful getting her Housing agenda passed along with a Statewide Shelter Funding and Homelessness Response. The State continues to ignore the ruling the United States Supreme Court made in 2024 on the homelessness issue. The State did not fix the Recreational Immunity issue for public entities. The City will closely monitor any developments as the implications are massive for all public entities including the State of Oregon. The State is now studying Measure 5 and 50 that limit government's ability to levy property taxes. This is a major concern in terms of incoming revenue depending on what changes could be made. The Feds have also been talking about certain property taxes being eliminated which will impact public schools, fire districts, cities and counties.

McDowell reported that our audit team, SingerLewak, was in-house on October 6th and 7th. The audit team would like to get the audit finished and back to the City by Thanksgiving. McDowell reported that the team was excellent this year.

McDowell reported that the REAL intern started this month. The City will be the general overseer of the intern. Members are making direct appointments with her. Nate Conroy and team continue to work on the marketing plan.

McDowell reported that Alyrica installed basic internet to the Rec Center and the Water Treatment Plant. McDowell also noted that the marijuana funds are receipted into the general fund per Council directive several years ago.

McDowell gave an update on the playground update. So far, it appears costs are close to \$400,000. Park Board will consider the project at their next meeting and bring a recommendation for Council.

McDowell gave brief updates on planned computer installations at the Library, and concerns with the vendor handling the creation of the new City website.

Councilor Winklepleck shared details about Council's goal to honor hometown heroes. Council worked with the American Legion to identify local veterans to begin a banner program honoring their service. The first ten banners are posthumously honoring veterans and will be hung through November. Council and the American Legion will continue the program to show the communities appreciation for those who served in our armed forces.

4. **Planning.** Administrative Assistant Elizabeth Coleman shared details about the Federal Emergency Management Agency's (FEMA) revisions to the National Flood Insurance Program (NFIP) Floodplain Management Standards. Coleman reviewed the four paths being pushed on communities for compliance. Last year the City was forced to pick from a list of options due to FEMA's Pre-Implementation Compliance Measures (PICM). Coleman has attended several webinars to learn more about the government's plans on this critical issue. Coleman shared a picture of the floodplain explaining the impact these rules will have on Brownsville. She said three floodplain functions of primary concern include flood storage, water quality, and vegetation. Coleman reported on the details of tree planting as one example of the regulations. Coleman shared what FEMA defines as activity in the floodplain and the definition is expansive. Currently, the City has decided to handle each case on a case-by-case basis, which is what a lot of communities are doing due to the heavy-handed approach being implemented by the State to impose these regulations that will make development even more difficult and costly for landowners. Coleman reported she is closely monitoring new regulations by the Department of Land Conservation & Development (DLCD) including Accessory Dwelling Units (ADU's) and middle housing concepts. Coleman said the City has allowed these things for years.
5. **Library.** Librarian Sherri Lemhouse talked about programming and service provided by the Brownsville Community Library. Lemhouse shared that the Library offers a way to safely dispose of any unused or unwanted medicine through the Med-project. Don Lyon has been sharing his travels



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through the World Cultures program. The upcoming event will explore the France La Provence on November 20th at 7:00 p.m. Story time happens each Thursday starting at 10:00 a.m. and includes a craft. The Page Turners Book Club meets the third Wednesday of each month. The Stitchery Group, the Thread Wizards, meets on Wednesdays from 1:00 p.m. - 3:00 p.m. Everything stitchery from crochet, to quilting, to embroidery is done. Come by and say, "Hi!" There will be rock painting on Thursday, December 18th from 5:00 p.m. - 7:00 p.m. The Annual Book Sale is from December 4th through the 13th during normal Library hours.

6. **Office.** No comments.
7. **Council Comments.** Mayor Craven shared that the City had sent in a letter of support to the Roundhouse Foundation in regard to support for grant funding for the *Brownsville Times*.
8. **Citizen Comments.** Calapooia Food Alliance (CFA) President Don Lyon thanked Council for their support through the years and shared concerns that may arise due to the partnership not being renewed.

Richard Fries shared concerns about the bus stop at the intersection of Depot Avenue and Linn Way. Mayor Craven explained that Linn County is responsible for determining any improvements to the intersection and Staff will review the matter.

LEGISLATIVE:

1. **Resolution 2025.15 | Utility Accounts Write Offs.** Mr. McDowell stated that these write-offs are quite old, and Staff is trying to get the general ledger right.
Councilor Winklepleck made a motion to approve R 2025.15 as presented. Councilor Chambers seconded the motion, and it passed unanimously.
2. **Ordinance 809: Public Streetlight Application (First Reading).**
Mayor Craven read the resolution into the record. This is a first reading of this Ordinance.
3. **Ordinance 810: Public Street Closure Application (First Reading).**
Mayor Craven read the resolution into the record. This is a first reading of this Ordinance.
4. **Resolution 2025.16 | Honoring Gary Compton Service.** Mayor Craven read the resolution into the record.
Councilor LaCoste made a motion to approve R 2025.16 as presented. Councilor Eversull seconded the motion, and it passed unanimously.
5. **Resolution 2025.17 | Authorizing City Hall Painting Project.** Mr. McDowell reported that Great Paint & Renovate was the lowest out of three bids received and recommends awarding the project to this bidder. The contract amount is \$30,989.00. The project is expected to begin next summer, with the exact date to be determined.
Councilor Winklepleck made a motion to approve R 2025.17 as presented. Councilor Chambers seconded the motion, and it passed unanimously.

ACTION ITEMS:

1. **Appointed Officials | Openings & Reappointments.**
Councilor Winklepleck made a motion to re-appoint Dayna Hansen & Matt Shoemaker to the Budget Committee and authorized Staff to advertise for a Planning Commission opening.



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Councilor Solberg seconded the motion, and it passed unanimously with Councilor Hansen abstaining for personal reasons on the re-appointment of Budget Committee members.

2. **November Council Meeting Date Change.**

Councilor Eversull made a motion to change the November Council meeting to the third week of the month in order due to the Thanksgiving holiday. Councilor Chambers seconded the motion, and it passed unanimously. Council agreed that this change will happen each year from now on.

3. **Approve Council Meeting Schedule | 2026.** Mr. McDowell referred to the proposed Council meeting schedule provided in the agenda packet. Dates of note: Budget Committee will meet on April 30th, 2026, May Council meeting will be pushed to Thursday May 28th, 2026 due to the holiday week, and November Council meeting will be pushed forward a week due to a holiday week.

Councilor LaCoste made a motion to approve the schedule as presented. Councilor Solberg seconded the motion, and it passed unanimously.

DISCUSSION ITEMS:

1. **Pacific Power.** McDowell shared information provided by Pacific Power's Regional Manager, Scott Salazar, about power outages. Councilor Winklepleck has been concerned about outages over the last year. McDowell reported that Pacific Power has installed very sensitive monitoring equipment on their power lines stemming from lawsuits levied against them during the fires over the last few years. Pacific Power can no longer clear an alarm without sending out personnel during fire season which leads to longer outages. The sensitivity of the monitoring equipment is also leading to the short power blips that are happening more often. Salazar explained that when the power gets reset because of a tripped monitor, that it can cause a very brief power blip. McDowell also reminded everyone the Pacific Power has been warning the public on this issue for nearly two years. They have a program that assists in the purchasing of generators to lessen the impacts of future outages. Salazar said that typical outages will be at least four hours during fire season due to these new requirements.

2. **Franchise Agreements | Lumen and Sweet Home Sanitation.** Council will be updating these two franchise agreements over the coming months.

3. **September Financials.** No comments.

COUNCIL COMMENTS. Councilor Solberg remarked that Planning Commissioner Chairman Gary Compton will be greatly missed here in Brownsville. McDowell commented that Gary always presented a calm demeanor, always took time for everyone, and was literally a fixture on the Planning Commission. McDowell was grateful for his excellent leadership over the course of many, many years. Councilor Winklepleck wished everyone a Happy Halloween and encouraged folks to be respectful of speed limits with kids running around. Mayor Craven thanked Council for their hard work and efficiency working for the town. Councilor Chambers thanked Mayor Craven for his leadership.

ADJOURNMENT: Councilor Winklepleck moved to adjourn at 8:38 p.m. Councilor LaCoste 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 "AC", written over a horizontal line.

Mayor Adam Craven