



Council Minutes

July 23rd, 2019

ROLL CALL: Mayor Don Ware called the meeting to order at 7:00 p.m. with Councilors Gerber, Neddeau, Chambers, Block, Thompson, and Hansen present. Administrative Assistant Tammi Morrow, Public Works Superintendent Karl Frink, and City Administrator Scott McDowell were also present.

PUBLIC: Kim Clayton, Kirstin Stein (*Census 2020*), Sergeant Klein & Tyler Schilling (*Linn County Sheriff's Office*), Lynne Heller & Dave Furtwangler (*Brownsville Chamber of Commerce*), Phil & Kaye Fox, and Tia Parrish (*The Times*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: None tonight.

MINUTES: Councilor Block made a motion to approve the June 25th, 2019 meeting minutes as presented. Councilor Hansen seconded the motion, and it passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. **Kirstin Stein – 2020 Census Representative** – Kirstin Stein was present to encourage everyone to participate in the upcoming Census happening in 2020. Roughly, an estimated \$3,200 is received in federal funding for every individual counted in Oregon. Studies show that approximately 797 folks were undercounted in Brownsville alone, which equates to about \$2.5 million in lost revenue. This will be the first year that folks can go online and fill out the Census, phone options will also be available. Census does hire and is looking for people to help.
2. **Dave Furtwangler – Chamber MOU**, Dave Furtwangler, Vice President and Lynne Heller, Treasurer were here to discuss the Memorandum of Understanding (MOU) going forward. Also, to clarify for the record, Joe DeZurney stated last month that the Chamber was the prime force interested in having a beer garden in the park during the Antique Faire. Just to be clear, the Chamber was willing to extend their insurance for this added event, but the beer garden was not their idea.

Furtwangler said Chamber's actual direct costs for the flower baskets project costs them \$3,450 after partnerships and sponsorships. He is asking for Council to consider increasing their partnership agreement amount to \$2,400 instead of the \$1,200 now under the MOU. This request can be discussed at the next MOU review period; they are not asking for additional funding tonight. The MOU expires in December 2019, so Council will review the agreement in the fall. Discussion concerning cost saving ideas ensued. McDowell

DEPARTMENT REPORTS:

1. **LCSO Sheriff's Report**. Sergeant Klein presented the numbers for June 2019. There were 31 traffic citations, 32 warnings, and 2 adults cited, and 3 adults arrested. LCSO devoted 43 hours to traffic, and 221 hours overall. Klein also introduced Tyler Schilling, stating that Schilling is a local resident, and Klein hopes that one day he will be part of the LCSO's staff. Klein introduced Taylor Schilling, Brownsville, who is studying at Cal Poly and who is an intern with the Sheriff's Office this summer.



Council Minutes

- 2. Public Works.** Mr. Frink reported that Public Works has had two small water leaks over the last month.

Public Works (PW) participated in a surprise OSHA inspection today at the south treatment plant. Overall, he thinks the inspection went well, there was a request for some additional paperwork to be provided.

The DMR reporting is going better. He will bring a presentation to show Council in the future.

The Park season is going well. The Rally on the River event happened last weekend and was well received. PW has rebuilt the restroom walkway in the pavilion. They used pressure treated wood, and will not paint it this time.

A big thanks needs to be extended to Irene Corbett and Neal and Sue Karo for watering the Library Park and Blakely Park, respectively. They really keep the grounds looking great, which is a great benefit for the City. If you happen to see these folks around town, remember to thank them for all they do for us.

Water System Usage Parameters – Frink reminded Council that the wells can only be used between November 1st – June 30th. The Calapooia River can only be used between July 1st – October 31st. Adjustments can only be made with the expressed written consent of the State of Oregon.

Wastewater System Usage Parameters – Frink stated that no discharge is allowed May 1st – October 31st. Discharge is allowed November 1st – April 30th. Adjustments can only be made with the expressed written consent of the State of Oregon.

Canal Company Water Rights Parameters – Frink informed Council that water diversion is only allowed May 15th – October 15th, established on May 11th, 1994. The State Water Master can require an immediate shutdown based on water right priority. Usually in late July or August a post card will arrive requesting this shut down.

The Park opens on April 1st and closes on October 31st; we use the closest day business day for Staff convenience and to not cause overtime.

- 3. Administrator's Report.** Mr. McDowell reminded Council that August is a recess month, and that the September Council meeting has been set for September 17th, 2019.

McDowell stated that Staff has been busy this month closing last year's financial books, and inputting and setting up the new fiscal budget for the year. The final loan payment for the new water meters has been made.

McDowell has also been busy with several Planning Commission meetings over the last several weeks regarding the RV development proposal on the west side of town.

The Park has been busy this year, as normal. We do have park caretakers, but camping, and camping agreements, can be work intensive for City Hall Staff as well (scheduling, MOU's, special permits, etc.). Currently camping is only allowed on Friday, Saturday, and Sunday nights and during the week for major holidays. There



Council Minutes

may be a time when camping changes, perhaps only allowing camping on major holiday weekends, or for facility renters during their event. It is important to remember that one day, camping may be limited further or not even be offered.

LCSO is still in labor negotiations, more information to follow when available.

4. **Library Report.** No comments.
5. **Court Report.** No comments.
6. **Council Comments.** No comments.
7. **Citizen's Comments.** No comments.

LEGISLATIVE ITEMS:

1. **Resolution 2019.16 – Setting Municipal Court Fines, Fees & Payment Options.** *Councilor Block moved to approve 2019.16, as presented. Councilor Gerber seconded the motion, and it passed unanimously.*
2. **O 780 – McKinney Annexation (W Bishop Way: Known as 13S03W36D 02500)** *Councilor Gerber made a motion to read by title only. Councilor Block seconded the motion, and it passed unanimously. Mayor Ware read the title. Council will hold a second reading at the September meeting.*

ACTION ITEMS:

1. **Advertise for Planning Commission Openings.** *Councilor Gerber made a motion to authorize Mr. McDowell to advertise for Planning Commission openings. Councilor Hansen seconded the motion, and it passed unanimously.*

DISCUSSION ITEMS:

1. **Standard & Poor's Rating.** Mr. McDowell reported that the City has recently been upgraded from an A+ to an AA- rating! This is quite an accomplishment for a city our size. McDowell was told that the City shows one of the strongest general funds in the country! The reason the fund is strong is primarily due to the future planning being done by Council for the Central Linn Recreation Center and the Pioneer Park Pavilion. There are some additional things that the City could do with legislation/policy that improve the rating further, but there are certain drawbacks as well. This is great news for the City overall.
2. **April Financials.** No comments.

CITIZENS COMMENTS: No comments.

COUNCIL COMMENTS: No comments.

ADJOURNMENT: *Councilor Block moved to adjourn the Council meeting at 7:52 p.m. Councilor Neddeau seconded the motion, and it passed unanimously.*



Council Minutes

The Work Session will begin in the Community Room after a short recess.

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 "DW", positioned above a horizontal line.

Mayor Don Ware