

**STAYTON CITY COUNCIL
MEETING MINUTES
August 15, 2011**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Larry Emery	Councilor Henry Porter, excused
Councilor James Loftus	Councilor Brian Quigley

STAFF:

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Chief of Police
Dave Kinney, Public Works Director
Dan Fleishman, Director of Planning and Development
Louise Meyers, Library Director
David A. Rhoten, City Attorney
Jeffrey M. Strickland, Assistant City Attorney, excused
Rebecca Petersen, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **PRESENTATION:** Lee Hazelwood, Stayton, Founding Member of Santiam Senior Center thanked council members and staff for awarding the senior center grant funds.

- b. **WWTP Construction Update & I/I Overview:** Peter Olson & Andre Chernishov from Keller Associates provided an overview of the wastewater treatment plant expansion project and a presentation on the results of Spring 2011 inflow and infiltration investigations of the sewer collection system. They informed the council they found several major leaks in sewer service laterals coming from both buildings and two schools. The consultants and wastewater supervisor Brenda Kuiken answered several questions about sewer main and service lateral repairs and the responsibility of the City and property owners to identify leaks in sewer service laterals. Mr. Olson informed the council members that they will return with recommendations on an inflow and infiltration repair program later in the year.

ANNOUNCEMENTS

a. **Additions to the Agenda:** Mayor Vigil pulled item 8. Unfinished Business Resolution No. 877 Old Mill Village Master Plan Development. Mr. Eubank stated that replacement August 01, 2011 City Council meeting minutes had been distributed that provided more detail than those in the original packet materials.

CONSENT AGENDA

a. August 01, 2011 City Council Meeting Minutes

Motion: From Councilor Emery, seconded by Councilor Niegel, to approve the August 01, 2011 City Council meeting minutes. **Motion passed** 3:0, 1 abstain Loftus

PUBLIC HEARINGS – None.

UNFINISHED BUSINESS

Resolution No. 877 Old Mill Village Master Plan Development - Due to unforeseen circumstances the agenda item was postponed.

NEW BUSINESS

Resolution No. 878 Community Development Block Grant (CDBG) Housing Rehabilitation Grant

- a. **Staff Report:** Mr. Fleishman reviewed the staff memorandum included in the packet materials.
- b. **Council Deliberation:** Councilor Loftus asked for examples of the type of work that was completed with the previous program. Mr. Fleishman stated the City prioritized life safety issues first, with a wide range of general home upgrade work such as roofing, siding, windows, porch, etc.

Councilor Quigley asked what the cost would be to Stayton, and if there was follow-up on monitoring work that had been complete. Mr. Fleishman stated it would cost a small amount of his time, and that during the process the work being performed is inspected.

Mayor Vigil stated his concerns with how the process is set up, and that by the City participating it would be setting a stage for folks that are having problems with their house.

Councilor Loftus asked what other strings are attached by the federal government for receiving funds. Mr. Fleishman stated none to the city. Woodburn will be establishing a program and enter into a contract with the State of Oregon and Stayton will be received 25%. In response to a question as to what stipulations the Council could put on the process, Mr. Fleishman stated the Council could look at the policies for disbursement and decide whether or not they wish to keep them or change them.

Councilor Emery asked what happens if there are more applications than funds available. Mr. Fleishman stated the process would be set up on a first come first

served basis. Councilor Emery stated it is a good program, but that he's concerned about the first come first serve basis.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Emery, to authorize the City Administrator to enter into an Intergovernmental Agreement with the City of Woodburn and Marion County for a Community Development Block Grant (CDBG) Housing Rehabilitation Grant and approve Resolution 878 as drafted.

Discussion: Council members discussed having a work session in the future to designate how the funds are spent and to review the current policy in which the funds are distributed. Mayor Vigil stated he did not like the program as it could encourage needy people coming to town. Councilor Niegel stated that over 50% of the kids in Stayton fall under the poverty level, and whether the Council likes it or not the need is great. The City needs to apply for the funds and use them, she said. Councilor Quigley stated he did not want to pay for someone's new kitchen cabinets, and that the uses for the money should be reviewed.

Motion passed: 4:0.

STAFF/COMMISSION REPORTS

Finance Director's Report

- a. **Monthly Finance Department Report:** Ms. Shaffer stated the books had been closed officially, and the trial balances have been sent to the auditors. All of the supplemental information and the city's onsite annual audit will begin on September 19th.

Chief of Police's Report

- a. **Statistical Report for July 2011:** Chief Sebens stated that other than traffic accidents and arrests, the statistics were similar to last years. Mayor Vigil asked if the police department would be conducting crosswalk enforcement, and Chief Sebens stated they would be having another one within the next week, then after school starts one in September.

Public Works Director's Report

- a. **Monthly Operating Report:** Mr. Kinney stated that recently an algae bloom occurred in the filter beds at the Water Treatment Plant. This required the City to buy water from the City of Salem for a couple of days. The water plant operators cleaned the filter beds and removed the algae from the top of the ponds. Mr. Kinney stated the quality of water delivered to customers was not affected. Mr. Kinney stated that the Park and Recreation Board have scheduled a dedication of the Santiam Park improvements at their next regularly scheduled meeting of September 13th.

Pool Manager's Report

- a. **Monthly Operating Report:** Ms. Meeks stated the pool has had three movie nights, the first & third Fridays of the month alternating family and teen nights; and swim lessons finish this week. The pool will be closed on August 25th from 5:30 am to 5:30 am on the 26th for a Swim-a-thon. Participants will be sponsored and the money raised will go the Friends of the Pool, which in turn benefits the pool facility. The Pool will be closed for maintenance August 28th through September 12th.

Library Director's Report :

- a. **Activities/Statistics:** Ms. Meyers reviewed the monthly statistical report for the library and stated the summer reading program had recently concluded.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

BUSINESS FROM THE CITY ADMINISTRATOR- None.

BUSINESS FROM THE MAYOR – None.


BUSINESS FROM THE COUNCIL – Councilor Loftus stated he wished to address the City Manager regarding communications and protocols. His computer had been down for approximately 10 days to two weeks, and he made a request for information last Thursday; it wasn't until Monday at 12:30 that he received what he had asked for. He requested a copy of the DVD of the August 1st Council meeting. Mayor Vigil asked Councilor Loftus if he had let staff know he was having problems with his computer. Councilor Loftus stated no that he left instructions to call him so he could come and pick it up. Mr. Eubank stated when the request was received by staff from Councilor Loftus for a copy of the DVD, he sent an email stating there was free information on www.canyonvideos.com and to let staff know if he still wanted the DVD. There was no response from Councilor Loftus so a second email was sent by Mr. Eubank advising that if Councilor Loftus did not respond, Mr. Eubank would call to make sure he was receiving the emails. There was no response via email so Mr. Eubank called Councilor Loftus and that is when we found out his computer was not working. He was given a brief explanation of the two emails that were sent and was informed that he would receive a DVD as soon as possible. Councilor Loftus stated this request was for Council/City business and not personal use. Mr. Cartwright delivered a DVD of the Council meeting to city hall Monday at about 11 am and a copy was made and provided to Councilor Loftus along with other statutory information he had requested. Councilor Loftus was able to share some of this information with Councilor Quigley and thanked Mr. Eubank for the information and documents. Mayor Vigil stated communication is key and encouraged Councilors to contact him if they were having concerns getting their questions answered.

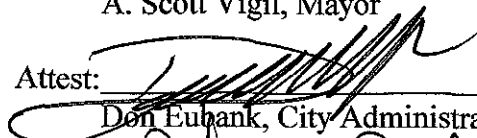
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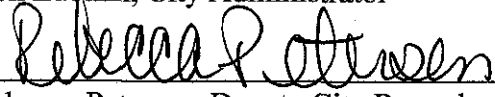
There being no further business, the meeting was adjourned at 8:25 pm.

APPROVED BY THE STAYTON CITY COUNCIL this 6th day of September 2011, by a VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

Date: 9/7/2011 By: 
A. Scott Vigil, Mayor

Date: 9/7/2011 Attest: 
Don Eubank, City Administrator

Date: 09/06/2011 Transcribed by: 
Rebecca Petersen, Deputy City Recorder