

**STAYTON CITY COUNCIL  
MEETING MINUTES  
January 3, 2011**

**CALL TO ORDER**

**6:54 p.m.**

**Mayor About**

**FLAG SALUTE**

**OATH OF OFFICE**

- a. **Oath of Office for Mayor-elect Vigil** – Mr. Eubank administered the oath of office to incoming Mayor, Scott Vigil.
- b. **Oath of Office for New Councilors** – Mr. Eubank administered the oath of office to incoming Councilors Emery, Porter, and Quigley.

**ROLL CALL**

Mayor Scott Vigil  
Councilor Emery

Councilor Loftus  
Councilor Porter  
Councilor 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  
Alissa Angelo, Public Works Administrative Assistant

**PRESENTATIONS/COMMENTS FROM THE PUBLIC**

- a. **Mark Doucette, 726 N. 5<sup>th</sup> Avenue:** Mr. Doucette explained he had planned on speaking about the budget. However, he spoke with staff prior to the meeting and his questions were answered. He then wished the new City Council luck in their new positions.
- b. **Ken Cartwright, 429 N. 3<sup>rd</sup> Ave:** Mr. Cartwright spoke about the prospective referendum that was filed for Ordinance 932 and the tentative fee structure associated with it. He and the others who submitted the referendum feel finding ways to fund repair, restoration, and reconstruction of streets should be a high priority, and a street maintenance fee may be a viable element of a well thought out overall plan. However, they feel there has been a lack of opportunity for citizen buy-in on several new and increased fees. Mr. Cartwright asked the Council to read the referendum and to rescind Ordinance 932.

- c. **Mary Wallace, 784 N. 3<sup>rd</sup> Avenue:** Ms. Wallace congratulated the new City Councilors. She is the President of the Friends of the Stayton Pool, which was granted non-profit status by the IRS in August 2010. The group is launching a new project this week called "Get a Lift, Give a Gift," which will fund the replacement of the current lift at the Pool at an approximate cost of \$4,800.
- d. **Lee Hazelwood, 1831 E. Pine Street:** Mr. Hazelwood asked the Council to send Ordinance 932 to the voters. He suggested that the Council postpone enacting Ordinance 932 until they find out how much money the City will receive from the new \$0.06 gas tax increase and is further into the budgeting process. He asked the Council to refer this to voters and encourage those who didn't vote in the last election to get out and vote on this issue.

## ANNOUNCEMENTS

- a. **Additions to the Agenda:** None.

## CONSENT AGENDA

- a. **City Council Meeting Minutes of December 20, 2010**

**MOTION:** From Councilor Loftus, seconded by Councilor Emery, to approve the consent agenda. **Motion passed 4:0.**

## PUBLIC HEARING -- None.

## UNFINISHED BUSINESS

### PEG Request for Filming Funding

- a. **Staff Report:** Mr. Kingsley reviewed the memorandum included in the Council packets.
- b. **Council Deliberation:** Councilor Quigley inquired about price difference for a City Council meeting and a civic forum. Mr. Kingsley stated the City would only be paying to purchase a copy of the filmed City Council meeting from the phone company; whereas with the civic forums, the City is paying to have Ken Cartwright film them.

Councilor Loftus asked Mr. Eubank to inform the Council about the history over the last year regarding this request. Mr. Eubank reviewed the process over the past year regarding filming of meetings.

Councilor Loftus inquired about what research is left to complete. Mr. Eubank explained the research on the cameras and other required equipment is still underway. Councilor Loftus stated he has been doing his own research on cameras and equipment, and shared his findings.

Mayor Vigil asked what decision is needed from the Council tonight. Mr. Eubank stated a decision needs to be made of whether the Council wants to authorize funding to the PEG

Commission for the purchase of DVDs of City Council meetings from the phone company and to hire Ken Cartwright to film the two upcoming civic forums through June 2011.

Councilor Loftus asked if Mayor Vigil could name any other City committees or commissions that receive money. Mayor Vigil explained that in this case it is out of the norm because the filming used to be free and now it isn't. If another committee came forward and requested funding, he felt the Council would consider it just as they are considering the request from the PEG Commission.

Councilor Loftus asked how many committees have to be told three separate times that the Council won't fund their request. Mayor Vigil stated he felt the Council hadn't necessarily denied funding three separate times to the PEG Commission. However, the Council didn't want to continue to fund the filming of meetings with no end date in sight. At this time, the Commission is asking for funding through June 2011. This will also allow staff the time to complete their research.

Councilor Loftus stated the Commission is asking for \$825 plus the funds they have already received. He stated he felt the Council will be making an uninformed decision because a report on the cost of cameras and related equipment had not been included their packet. He continued that the Council is being given one option, which is to spend money that was not allocated during the budgeting process and give it to the PEG Commission, who in turn will give it to Ken Cartwright who will get paid twice to film a City Council meeting.

Councilor Emery clarified that the City is not paying anything for the meetings to be filmed; rather the phone company is paying Mr. Cartwright to film. The City will be paying the phone company for a copy of the DVD at a cost of \$50 each.

**c. Council Decision:**

**MOTION:** From Councilor Emery, seconded by Councilor Quigley, to direct staff to budget \$50 per City Council meeting and \$150 for two (2) town hall meetings and proceed with funding the filming.

**AMENDMENT TO MAIN MOTION:**

From Councilor Loftus, seconded by Councilor Emery, to amend the previous motion to include a sunset date of June 30, 2011.

**Discussion:** Councilor Quigley wanted to ensure that staff completes research on purchasing a camera and equipment. He doesn't have any issues with the camera being purchased and run by the City, but is concerned with the quality and dependability of the camera. Mayor Vigil encouraged Councilor Quigley to make a motion to direct staff to complete research after the original motion and amendment motion are completed.

**Amendment to the main motion passed 4:0**

**Original motion as amended passed 4:0**

**Discussion:** Councilor Loftus asked if the previous motion also included adoption of the North Santiam Cable Access (NSCA) rules and procedures. Mayor Vigil stated it did not. Councilor Loftus asked for clarification on items in the document.

Mr. Kingsley stated this is a draft document and a long-term plan. He thanked the Council for moving forward with the funding. The PEG Commission would like to know what direction the Council wants to see the Commission go.

Councilor Loftus asked if the PEG Commission has any equipment. Mr. Eubank stated the Commission had no equipment, and all equipment is owned by Ken Cartwright. Councilor Loftus encouraged the PEG Commission to visit CCTV in Salem and look at their equipment and facilities.

Councilor Emery asked for clarification on items included in the Community Billboard section.

Mr. Kingsley stated there are two channels under contract, and how each channel is used is up to the City Council.

Mayor Vigil stated funding will continue through June, and the next step is to make a motion directing staff to complete research in the next month, ahead of the budget process. He suggested scheduling a work session to further discuss this.

Councilor Porter asked if the Commission is in support with the mission statement included in the NSCA rules and procedures. Mr. Kingsley stated the Commission compiled the mission statement and were in support of it. The statement was compiled using samples from other communities' similar rules and procedures.

Mr. Eubank will provide staff reports he has put together over the past year regarding this matter.

Councilor Loftus commented on typing errors in the document. Mayor Vigil stated edits can be done later as this is only a draft document not being voted on this evening.

The Council agreed to hold a work session on this topic Monday, January 31 at 7:00 p.m.

## **NEW BUSINESS – None**

## **STAFF/COMMISSION REPORTS**

### **Public Works Director's Report – Dave Kinney**

- a. **Stayton Municipal Water Rights Extension – S-71584 ODFW Comments:** Mr. Kinney reviewed an informational memorandum included in the Council packets. The City has applied to WRD requesting an extension of time to use a 10cfs water right for municipal purposes.

Councilor Emery asked if water rights are lost if they are not maintained or used. Mr. Kinney stated municipal water rights can be extended for a much longer time without being used.

Councilor Loftus asked if the extension is being done because of the Governor's executive order that revoked all municipal water rights and required them to reapply. Mr. Kinney stated it was not.

**Finance Director – Christine Shaffer**

- a. **Referendum Filing for Ordinance No. 932:** Ms. Shaffer informed the Council that a referendum was filed for Ordinance 932 on December 23, 2010. She reviewed the process taken once the referendum was filed. Petition signatures must be gathered by January 20, 2011 and then certified in order for the measure to be placed on an election ballot.

**PRESENTATIONS/COMMENTS FROM THE PUBLIC**

- a. **Russ Strohmeyer, 325 W. Washington Street:** Mr. Strohmeyer stated he has had many years of experience with cameras and related equipment. He stated the City should be cautious when considering the purchase of a camera and equipment. A robotic camera will likely still need someone to operate it.

**BUSINESS FROM THE CITY ADMINISTRATOR**

Mr. Eubank reviewed upcoming meeting dates.

- a. **Mayor and City Council Orientation with City Attorney and City Administrator – January 10, 11, and 13, 2011**
- b. **Town Hall Forum – January 20, 2011 at Santiam Memorial Hospital**
- c. **City Council Goal Setting Session – Tentative date of either Saturday, February 5 or 19, 2011 from 9:00 a.m. to 1:00 p.m.**
  - o Doris Johnston from Pacific Power has volunteered to conduct the Goal Setting session. The Council agreed to hold the session on Saturday, February 19, 2011 from 9:00 a.m. to 1:00 p.m.
- d. **City Council Dinner – Tentative date of Monday, February 21, 2011 from 7:00 p.m. to 8:30 p.m.**
  - o The Council set the date for February 21, 2011 and spouses are invited.

**BUSINESS FROM THE MAYOR**

**Appointments:**

**MOTION:** From Councilor Loftus, seconded by Councilor Quigley, to ratify the Mayor's reappointments of Ellen Nunez to the Planning Commission and

Dan Brummer to the Parks and Recreation Board; and the new appointments of Randy Rogers to the Planning Commission and Cherie Douglas to the Parks and Recreation Board. **Motion passed 4:0**

**BUSINESS FROM THE COUNCIL**

- a. **Ordinance No. 932:** Councilor Loftus stated he wanted to bring up Ordinance 932 for reconsideration.

**MOTION:** From Councilor Loftus to send Ordinance No. 932 and an example of the fee structure to voters.

Motion died for the lack of a second.

- b. **PEG Commission Meeting:** The next PEG Commission meeting will be January 6, 2011 at 12:00 p.m.

- c. **Riverfront Park Pedestrian Bridge:** Mayor Vigil asked for the status of the Riverfront Park Pedestrian Bridge. Mr. Eubank stated negotiations for the north access path are ongoing.

**ADJOURN**

There being no further business, the meeting was adjourned at 8:00 pm.

APPROVED BY THE STAYTON CITY COUNCIL THIS 18TH DAY OF JANUARY 2011, BY A 4:0 VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON


Date: 1-31-11

By:   
A. Scott Vigil, Mayor

Date: 1/20/11

Attest:   
Don Eubank, City Administrator

Date: 1/20/2011

Transcribed by:   
Alissa Angelo, PW Administrative Assistant