

**STAYTON CITY COUNCIL
MEETING MINUTES
June 17, 2013**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Henry Porter	Councilor Catherine Hemshorn
Councilor Brian Quigley	Councilor Emily Gooch

STAFF

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Police Chief
Dan Fleishman, Director of Planning and Development
Louise Meyers, Library Director
David Kinney, Public Works Director
David A. Rhoten, City Attorney
Alissa Angelo, Deputy City Recorder, excused
Jennifer Russell, Public Works Administrative Assistant
Brenda Kuiken, Wastewater Supervisor

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **Proclamation for “Summer of Reading” by Mayor Scott Vigil:** Mayor Vigil read the “Summer of Reading” Proclamation. Marion County Commissioner Sam Brentano discussed the importance of reading and thanked the City for proclaiming the summer of 2013 as the “Summer of Reading”.
- b. **Introduction of New K9 Officer Brodie by Officer Paul Eves:** Postponed to the next meeting.
- c. **Tass Morrison, PO Box 384, Sublimity OR 97385:** Ms. Morrison gave an update on behalf of the North Santiam School District regarding the \$22.85 million 20-year Bond and discussed which projects are coming up.

Councilor Porter asked about the high school project. Ms. Morrison said the high school cafeteria will be getting a new roof.

ANNOUNCEMENTS

- a. **Additions to the Agenda:** None.
- b. **Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.:** None.

CONSENT AGENDA

- a. **June 3, 2013 City Council Meeting Minutes**
- b. **Chemeketa Cooperative Regional Library Service Contract Renewal**

MOTION: From Councilor Gooch, seconded by Councilor Hemshorn, to adopt the Consent Agenda. **Motion passed 5:0.**

PUBLIC HEARING – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Ordinance No. 955, SMC Chapters 13.16 and 13.20

- a. **Staff Report:** Mr. Kinney discussed the ordinance and the amendments that were made.
- b. **Council Deliberation:** Councilor Quigley asked if the backflow issue had previously been before the City Council. Mr. Kinney stated that it has been before the Council about three years ago.

Councilor Quigley asked about item three and wanted to know why no timeframes were given for water leak repairs. Mr. Kinney gave an example of why there is no timeframe. Mr. Kinney stated that City works with property owners on a case-by case basis. Councilor Quigley asked how a significant leak is defined noting there were no parameters. Ms. Shaffer discussed the water usage and monitoring for leaks. Councilor Quigley asked about the Water Master Plan for water rationing. Mr. Kinney discussed water conservation. Councilor Gooch asked who monitors water use. Ms. Shaffer said the utility billing clerk prints a report monthly, but sometimes the property owners call to inquire why their bill is high.

Mayor Vigil asked if we could put the backflow devices on the water meter. Mr. Kinney stated we are not providing backflow devices and is not aware of a meter that has a one-way check valve built in. Councilor Quigley asked about where the backflow devices were located. Mr. Kinney described their location.

Councilor Quigley asked if Mr. Kinney fixed the enforcement and penalty language. Mr. Kinney said yes.

- c. **Council Decision:**

MOTION: From Councilor Niegel, seconded by Councilor Gooch, to adopt Ordinance No. 955, an Ordinance amending the Stayton Municipal Code Chapters 13.16 “Water Serve” and Chapter 13.20 “Control of Cross Connections.” **Motion passed 5:0.**

Sewer Cleaner Truck Purchase Recommendation

- a. **Staff Report:** Mr. Kinney discussed the purchase of the sewer cleaner truck.
- b. **Council Deliberation:** Councilor Quigley asked if we sold the old vactor truck through State Surplus do they keep a portion of the sale. Mr. Kinney said they do charge a fee. Councilor Porter asked if the new vactor truck would be noisy. Ms. Kuiken stated they are loud

machines, but the new one is a little quieter. Councilor Gooch asked Ms. Kuiken if she purchased the three vehicles. Ms. Kuiken stated that the final vehicle to purchase is the biosolids truck. The City may not have to purchase the truck once the dryer is working properly, so they are trying to hold off on purchasing a new truck. Councilor Porter asked if the dryer was working up to standard. Ms. Kuiken stated it is not, but we are working with the manufacturer on a daily basis and have weekly conference calls and emails trying to get it resolved. Councilor Porter asked what the life estimate was for the new truck. Ms. Kuiken stated the life estimate is 15 years. Mr. Kinney stated life expectancy on the truck equipment is 15 years, not the vehicle. Councilor Quigley asked if use of the truck was weather dependant. Ms. Kuiken said no.

c. Council Decision:

MOTION: From Councilor Niegel, seconded by Councilor Quigley, to award the replacement of the sewer cleaning truck to Atlantic Machinery Inc for the total price after demonstrator discount of \$342,778. **Motion passed 5:0.**

Resolution No. 900, Authorizing Changes to the 2012—2013 Budget

a. **Staff Report:** Ms. Shaffer reviewed the changes to the City Budget.

b. **Council Deliberation:** Councilor Quigley asked what would happen if we over spend the additional transfer. Ms. Shaffer stated the issue that caused the over expenditure has been resolved. Councilor Gooch asked if this was a normal procedure. Ms. Shaffer said yes budgets are a best estimate and it is common to have unexpected fees in legal expenses.

c. Council Decision:

MOTION: From Councilor Quigley, seconded by Councilor Gooch, to adopt Resolution No. 900, authorizing changes to the adopted 2012—2013 Budget. **Motion passed 5:0.**

STAFF / COMMISSION REPORTS

Finance Director's Report – Christine Shaffer

a. **May 2013 Monthly Finance Department Report:** Ms. Shaffer briefly reviewed her staff report included in the Council packet.

Police Chief's Report – Rich Sebens

a. **May 2013 Statistical Report:** Chief Sebens reviewed his staff report. He is happy to report that traffic accidents are down. This Thursday is the annual Fishing Derby in Detroit. Chief Sebens discussed the East Marion Justice Court shut down proposal. Mr. Sebens is working with other court members and looking for a solution or creating a Municipal Court. Mayor Vigil stated if there was anything the Council could do to help to let them know. Mr. Sebens stated a letter from the Council might benefit the Police Department. Mayor Vigil directed Chief Sebens to draft a letter. Councilor Gooch asked if K-9 Brodie could come early to the next Council Meeting for a meet and greet. Chief Sebens stated he would make those arrangements.

- b. **Prescription Drug Turn-In Drop-Off Box:** Mr. Sebens discussed the grant received for \$1,000 for a permanent prescription drug drop off box.

Public Works Director's Report – David Kinney

- a. **May 2013 Monthly Operating Report:** Mr. Kinney made a small correction to miles of road swept. It should read 192.5. ISERVE is this Saturday June 22, 2013.

Councilor Quigley stated his son would like the rocking horse toy at Community Center Park repaired and the graffiti in the tunnel cleaned up.

Pool Report

- a. **May 2013 Monthly Operating Report:** No discussion.

Library Director's Report – Louise Meyers

- a. **May 2013 Activities / Statistics:** Ms. Meyers discuss the community event held on June 1 for the summer reading program.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None

BUSINESS FROM THE CITY ADMINISTRATOR

- a. **City Council Action Minutes (Informational):** Mr. Eubank stated that Ms. Angelo has done research on different types of minutes and is trying to get away from verbatim minutes. Samples were provided at the meeting for the City Council to review so they could provide feedback. Ms. Angelo will have samples at a future meeting.

Councilor Porter asked if there were reports on how many people watch the City Council. Mr. Eubank stated they are watched on Channel 5 and online, but did not have numbers.

Councilor Porter asked about the blind spot on Third and Whitney in relation to the produce stand. Mr. Fleishman reported about the development and advised they are working to come into compliance.

Mayor Vigil asked what day YMCA takes over the Pool. Mr. Eubank stated July 1st. Ms Shaffer said the August pool schedule would be honored.

BUSINESS FROM THE MAYOR

- a. **Appointment of Interim City Administrator:** Mayor Vigil scheduled a work session for Wednesday, June 19, 2013 at 6:00 p.m.

BUSINESS FROM THE COUNCIL

Councilor Gooch attended a meeting regarding the CARTS bus program and cultural events. Sublimity has talked with Toes studio to look into pricing for murals. Mayor Vigil stated he would be interested.

FUTURE AGENDA ITEMS

Council Quigley asked that there be a future agenda item to review the City Charter.


ADJOURN

There being no further business, the meeting was adjourned at 8:14 p.m.

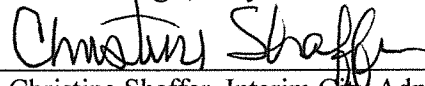
APPROVED BY THE STAYTON CITY COUNCIL THIS 1ST DAY OF JULY 2013, BY A
50 VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

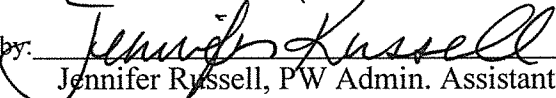
Date: 7-2-13

By: 
A. Scott Vigil, Mayor

Date: 7/2/13

Attest: 
Christine Shaffer, Interim City Administrator

Date: 7/2/13

Transcribed by: 
Jennifer Russell, PW Admin. Assistant

