

**STAYTON CITY COUNCIL
MEETING MINUTES
May 21, 2012**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

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

STAFF:

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

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **Local Option Levy Letter from Tass Morrison:** Mayor Vigil read an email message from Ms. Morrison regarding a successful election and the passing of the City's local option levy.
- b. **Swearing in of Taunie Alley, Reserve Officer:** Sergeant Wetzel gave the oath of office to Ms. Alley, and presented her with a badge. Sergeant Wetzel stated the department was glad to have her.
- c. **Reading Program Award:** Ms. Meyers introduced Heidi Smith, Library Aide who works with teen events at the library. Ms. Smith helped Rachel Gries and Meghan Loftus with the production of their video to help promote the Summer Reading Program. Ms. Gries and Ms. Loftus won the competition for entries from the State of Oregon.
- d. **SPOTLIGHT: Peter Olsen, Keller Associates & Tom Etzel, Public Works Supervisor:** Distributed to councilors was a handout entitled "Water Model Distribution System CIP Plan". The updates included Water CAD (V8i); Updated GIS data base of water lines; Contours; Water Treatment Plant (WTP) Pump Curves, and Operation Settings for WTP boosters and PRV. Mr. Etzel reviewed the Leak Detection Study that had been completed; the entire project when complete will have taken five years, he said. Most of the water meters have been replaced and are less than ten years old. Valve Exercising and Service Line Replacements for the old poly type services has been done. Mr. Olsen stated radio read meters were a great improvement. Councilor Loftus asked if wireless meters pass a signal to monitor flow, or can they be shut off. Mr. Etzel stated the wireless meter only tracks what is being read by public works staff at a certain time. Councilor Porter asked if a fire

hydrant would be placed on a two to four inch line. Mr. Etzel stated a hydrant line needs to be eight inches or larger to give adequate flow for fire protection and insurance purposes. Mr. Etzel gave a demonstration of what a typical meter is and how it reads. Referring to the fire hydrant replacement costs, Councilor Quigley asked if it covered all three priorities. Mayor Vigil stated his concern that if the City is monitoring water usage (higher or lower) a paranoia could arise from the citizens that the City is monitoring their water usage rather harshly. Ms. Shaffer stated that currently the City notifies citizens if they have high water usage, so they can monitor the situation for a possible leak.

ANNOUNCEMENTS

- a. **Additions to the Agenda:** Mr. Eubank stated the only item added was the letter staff distributed from President Mary Wallace, Friends of the Pool, Annual Report.
- b. **Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.** None

CONSENT AGENDA

- a. **Council Meeting Minutes of May 07, 2012**
- b. **CCRLS Amendment to Intergovernmental Agreement**
- c. **Resolution No. 883 & Resolution No. 884, Certifying Eligibility and Electing to Receive State Revenue Sharing Funds**
- d. **Resolution No. 885 Establishing Fund Balance Policies required by GASB54**

Mayor Vigil pulled item a. of the consent agenda.

Motion: From Councilor Porter, seconded by Councilor Quigley, to approve the consent agenda items b, c & d. **Motion passed:** 3:0.

Referring to page one of the draft minutes, Mayor Vigil stated his intent was to say that if an established business in town goes door to door, they should not be required to get a permit; he asked that the minutes be amended to reflect his intent.

Motion: From Councilor Loftus, seconded by Councilor Quigley, to adopt the May 07, 2012 meeting minutes as amended. **Motion passed:** 3:0.

PUBLIC HEARING

City of Stayton Revenue Sharing Hearing

- a. **Commencement of public hearing:** Mayor Vigil opened the public hearing and read the opening statement.
- b. **Staff Report:** Ms. Shaffer reviewed the staff memorandum included in the packet materials.
- c. **Proponent's Testimony:** None
- d. **Opponent's Testimony:** None
- e. **General Testimony:** Sharon Goodman, Peer Court Coordinator stated she had been the coordinator for two years in Stayton. Previous years the City had provided some type of funding for Peer Court. This year the program served 65 youth in Peer Court, 44 of them

from Stayton, and only one was recidivism. The program currently has received funds from Aumsville, Sublimity, Mill City, Lyons, Frank Foundation, SCTC. Hours given to Stayton from community service was 1,132, and a large amount of volunteer hours were also given. The youths' age they serve is from 8 to 18 years old. Ms. Goodman stated she hoped the City would be able to help with funding so the program could keep going.

- f. **Questions from the Public:** None
- g. **Questions from the Council:** In response to a question as to how Stayton compares in their giving to other jurisdictions, Ms. Goodman stated other agencies had given from zero to \$300. Councilor Porter asked what the program's biggest expense was; Ms. Goodman stated salary was the largest expense. Those coming through the program are charged a \$50 fee, but are not turned away if they cannot pay, she said.
- h. **Staff Summary:** None
- i. **Close of Hearing:** Mayor Vigil closed the public hearing at 7:56 pm.

UNFINISHED BUSINESS – None

NEW BUSINESS

Property Acquisition re: Lau Property Adjacent to WTP

- a. **Staff Report:** Mr. Eubank reviewed the staff memorandum included in the packet materials, regarding the offer to purchase the “back lot” of the Lau’s property at 308 E. Water Street, which adjoins the City’s property. The Lau’s have used the property in the past for a garden spot. In checking with the Assessor’s office they said nothing to warrant a re-assessment of the property. A Hydrologist report was not done, but if the Council deems it necessary it can be scheduled, he said.
- b. **Council Deliberation:** Councilor Loftus stated his concern that if the City was planning on using it as a source for water, an assessment of the property needed to be completed prior to purchase, and could be made part of the purchase agreement. Mayor Vigil stated the property had been used as an orchard and he did not feel personally that the land would be contaminated. Mr. Etzel stated that annually the City performs testing on the wells for Synthetic Organic Contaminants (SOC) and Volatile Organic Contaminants (VOC), the results have been good with the outcome being no contamination. In response to a question as to how much a test would cost, Mr. Etzel stated approximately a couple hundred dollars. Councilor Porter stated he was more concerned with up stream users and what they could be putting in the water. Mr. Kinney stated that very low levels of arsenic have shown up in the water from the Opal Creek Mining, but a small amount of arsenic in the system is considered normal.
- c. **Council Decision:**

Motion: From Councilor Porter, to authorize the City Administrator to execute the Offer to Purchase Real Property of vacant land and complete the purchasing process in the best interests of the City of Stayton. **Motion dies for lack of second.**

Discussion: Mr. Eubank suggested the Council let staff execute the offer to tie up the property, then the City could do their due diligence. Councilor Loftus asked what escape

clauses would be written into the agreement if the City finds that contamination does exist. Mr. Eubank stated the offer could be for a term of 60 days to satisfy everything, if that is not enough time a 30 day extension could be added.

Motion: From Councilor Loftus, seconded by Councilor Quigley, to authorize the City Administrator to enter into a contractual agreement to purchase the 0.5+ acre of the Lau Property, subject to the City's due diligence to conduct testing within 60 days, to meet the needs for City drinking water. **Motion passed:** 3:0 (Loftus & Quigley, yes & Porter stated he was present)

STAFF/COMMISSION REPORTS

Finance Director's Report

- a. **Monthly Finance Department Report:** Ms. Shaffer reviewed highlights of the monthly finance department and stated the City was watching their spending and being resourceful.

Chief of Police's Report

- a. **Statistical Report for April 2012:** Sergeant Wetzel stated that burglaries and car thefts for Stayton have increased significantly, and the police department is actively working on the cases. The Stayton Police Department partnered with the Police Advisory Board and the School District, to put on a Bike Rodeo for the Safe Routes to School grant. She pointed out that throughout the year the department gives out free helmets to those children in need, which is funded out of the Kids and Community Fund. Traffic accidents have increased in the community, out of 32 accidents 10 were preventable, she said. Councilor Porter suggesting monitoring traffic in the morning of parents rushing their children to St. Mary's School, and driving quickly. Councilor Quigley asked how often the department conducted follow-up visits to establishments where drug paraphernalia was sold. He suggested that the department check on a particular site, as it appeared to him that the paraphernalia was again being sold.

Public Works Director's Report

- a. **Monthly Operating Report:** Mr. Kinney reviewed Tenth Avenue improvements, and how the project is progressing.

Pool Manager

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

Library Director's Report

- a. **Activities/Statistics:** Ms. Meyers reviewed the staff memorandum included in the packet materials.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

BUSINESS FROM THE CITY ADMINISTRATOR

- a. **Volunteer Opportunities:** Mr. Eubank stated the Planning Commission has four vacancies on the board, and the Park and Recreation Board has one. The Planning Commission currently has four members, but Michelle Wonderling will be leaving the commission at the end of May. The Planning Commission needs to have four members present in order to have a quorum and conduct business, he said.

BUSINESS FROM THE MAYOR

- a. **Appointment of Planning Commission Member:** Mayor Vigil stated he would like to appoint Theresa Smith to the Planning Commission

Motion: From Councilor Quigley, seconded by Councilor Porter, to appoint Theresa Smith to the Planning Commission.

Discussion: Councilor Loftus stated he would like to vote for her but does not know her, and asked that in the future documentation be provided to the Council before and appointment. Councilor Porter stated that he too would prefer an introduction before the appointment.

Motion passed: 3:0 (Porter & Quigley, yes, Loftus stated he was present)

BUSINESS FROM THE COUNCIL - None

ADJOURN

There being no further business, the meeting was adjourned at 8:43 pm.

APPROVED BY THE STAYTON CITY COUNCIL this 4th day of June 2012, by a **3-0** VOTE OF THE STAYTON CITY COUNCIL.

Transcribed by: Rebecca Petersen, Retiring Deputy City Recorder.

CITY OF STAYTON

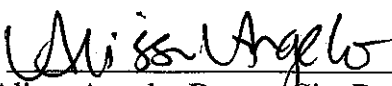
Date: 6-4-12

By: 
A. Scott Vigil, Mayor

Date: 6/5/2012

Attest: 
Don Eubank, City Administrator

Date: 6/5/2012

Submitted By: 
Alissa Angelo, Deputy City Recorder