

**STAYTON CITY COUNCIL
MEETING MINUTES
September 4, 2012**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

OATH OF OFFICE

- a. **Oath of Office for New Councilor Emily Gooch by Mayor Scott Vigil:** Mayor Vigil administered the Oath of Office to incoming City Councilor Emily Gooch.

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Henry Porter, excused	Councilor James Loftus
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, excused
Louise Meyers, Library Director, excused
David Kinney, Public Works Director
David A. Rhoten, City Attorney, excused
Alissa Angelo, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **Pool Maintenance Closure Presentation by Rebekah Meeks, Pool Manager:** Ms. Meeks spoke about the current Pool closure and the maintenance projects being worked on at the facility.

She also informed the Council that the recent swim-a-thon event raised over \$2,000.

Councilor Quigley asked if repairs being done on the pool surfacing was covered under Emerald Pool's original contract. Ms. Meeks stated it is being done at no cost per the City's contract with Emerald Pool.

ANNOUNCEMENTS

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

CONSENT AGENDA

- a. **August 20, 2012 City Council Meeting Minutes**
b. **Resolution No. 892, Issuance and Sale of City of Stayton Wastewater Revenue Bond for \$8,316,000 to the USDA for the Wastewater Treatment Plant Project**
c. **OLCC Change of Ownership – Rif's Food & Spirits**

d. OLCC Change of Ownership Reversal – Stop-N-Save

Mayor Vigil indicated that Councilor Loftus asked to discuss Resolution No. 892, Issuance and Sale of City of Stayton Wastewater Revenue Bond for \$8,316,000 to the USDA for the Wastewater Treatment Plant.

MOTION: From Councilor Loftus, seconded by Councilor Niegel, to adopt the Consent Agenda items a, c, and d. **Motion passed 4:0.**

Resolution No. 892, Issuance and Sale of City of Stayton Wastewater Revenue Bond for \$8,316,000 to the USDA for the Wastewater Treatment Plant Project

Councilor Loftus raised concerns about the last sentence in the fifth paragraph on page 6 of the resolution. It mentions excess Debt Service and how it should be handled. He questioned giving this excess back to the taxpayers. Ms. Shaffer explained the reserve requirements stipulated by the USDA and how much money must be placed into reserve each year.

Councilor Loftus stated his concern is that the rate payers are paying in excess. Ms. Shaffer stated Ray Bartlett of Economic and Financial Analysis is currently doing a five year forecast for the Sewer Enterprise fund. He will be specifically focusing on the next two years and the recommended rate increases.

Councilor Loftus asked about adding a sentence to the paragraph mentioning bring this to Council for decision. Ms. Shaffer stated the resolution has already been approved by the Bond Counsel and the USDA. She also explained if this is not passed tonight, the City risks losing their current rate of 2.75%, which would cost the City more money.

MOTION: From Councilor Loftus, seconded by Councilor Niegel, to adopt Resolution No. 892. **Motion passed 4:0.**

PUBLIC HEARING – None.

UNFINISHED BUSINESS

Social Media Policy and Implementation of City of Stayton Social Media Sites

- a. **Staff Report:** Ms. Angelo reviewed the staff report included in the Council's meeting packet.
- b. **Council Deliberation:** Ms. Gooch asked which employee would be running the Facebook page. Ms. Angelo stated it would be herself and one other employee will be trained on how to make updates to the page if needed.

Councilor Loftus expressed concern with the amount of time that would be put into the Facebook page and having that additional time turn into a full time job. Ms. Angelo explained that her hope is to schedule a time once a week to update the page with information submitted by the different City departments. Facebook offers a feature that allows you to schedule a specific date and time for your post to publish. This will allow Ms. Angelo to schedule posts ahead of time, rather than making several updates per day.

Councilor Quigley stated when this topic was first brought before Council in May, he was apprehensive. However, in the last couple of days he has visited Facebook pages for other

cities and found himself very impressed. Cities are able to highlight community events, road closures, and other items happening in their area.

c. Council Decision:

MOTION: From Councilor Loftus, seconded by Councilor Niegel, to adopt the Social Media Policy and authorize City staff to implement the official City of Stayton Facebook and Twitter accounts. **Motion passed 4:0.**

NEW BUSINESS

Resolution No. 893, Transportation Enhancement Grant Application

- a. **Staff Report:** Mr. Kinney reviewed his staff report regarding an application staff would like to submit for a Transportation Enhancement Grant.

Councilor Loftus asked if the intersection where First Avenue, Fern Ridge Road, and Shaff Road come together is included in the IMAP. Mr. Kinney stated it was not.

- b. **Council Deliberation:** None.

c. Council Decision:

MOTION: From Councilor Loftus, seconded by Councilor Niegel, to approve Resolution No. 893, authorizing the City of Stayton to apply for a Transportation Enhancement / Bicycle Pedestrian Grant from the Oregon Department of Transportation for Stayton Middle School Area Safe Route to School Improvements.

Council Discussion

Councilor Loftus asked a question about a section of the grant application where it is indicated there is a need to acquire property. Mr. Kinney spoke about the need to have five to ten feet of right-of-way dedicated by the school district for sidewalks, and there is potential that the City would have to approach other property owners depending on design of the project to the east and west of Stayton Middle School on the north side of Shaff Road.

Motion passed 4:0.

STAFF/COMMISSION REPORTS

Public Works Director's Report – David Kinney

- a. **Public Works Update:** Mr. Kinney updated the Council on current Public Works projects as outlined in his informational staff report.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

BUSINESS FROM THE CITY ADMINISTRATOR

Mr. Eubank reminded the Council about the upcoming Chamber Forum lunch.

BUSINESS FROM THE MAYOR – None.

BUSINESS FROM THE COUNCIL

- a. Councilor Loftus announced that his daughter entered the Gerry Frank Chocolate Cake Baking contest at the Oregon State Fair and was awarded first place.

FUTURE AGENDA ITEMS

- a. Solicitor Licenses

ADJOURN

There being no further business, the meeting was adjourned at 7:37 p.m.

APPROVED BY THE STAYTON CITY COUNCIL THIS 17TH DAY OF SEPTEMBER 2012,
BY A 5:0 VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

Date: 9-17-12

By: [Signature]
A. Scott Vigil, Mayor

Date: 9/18/12

Attest: [Signature]
Don Eubank, City Administrator

Date: 9/18/12

Transcribed by: [Signature]
Alissa Angelo, Deputy City Recorder