



# CITY COUNCIL MEETING

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March 8, 2010

**CALL TO ORDER:** Mayor Gene Ditter called the meeting to order at 7:00PM. A quorum was established. The Pledge of Allegiance was said. Other members present: Gary Rychard, Van Schoenborn, Brian Kauffman and Bob Brundage. Staff present: Alan Frost, Public Works Director; Carol Ditter, Office Assistant; Chief Rich Sebens; Steve Tabor, City Attorney and Suzanne Dufner City Planner, Council of Governments. There were 4 people in the audience.

## **ADDITIONS OR MODIFICATIONS TO THE AGENDA**

- None

## **PRESENTATIONS/COMMENTS FROM THE PUBLIC**

- Received a letter from Bleacher Buddies from Marion County against drugs. They are having an event at Volcano's Stadium on July 16, 2010 for foster children and parents. They are looking for those interested in being sponsors in their event.
- Received a letter from Santiam Regional Transportation Group, (an ORS 190 board) inviting the City to participate in their meetings / board. They are associated with the Carts / Cherrits transportation in the Canyon area. There would be no cost to the City. Their next meeting is March 18<sup>th</sup> in Lyons. Gene plans to attend.

**MOTION:** Gary made a motion **to rejoin the Santiam Regional Transportation Agency**, seconded by Bob; unanimous vote, motion carries.

- Received a letter from Michael Ambrosek of Salem / Keizer Transit District; they are asking the City to write a letter in support of Salem / Keizer Transit as they are applying for some grants. The grants are due on Friday, 3.12.10.

**MOTION:** Van made a motion **that the Mayor sign a letter of support for the Salem/Keizer Transit District grant as requested**; seconded by Brian, unanimous vote, motion carries.

- Gene has received emails from a Seattle company who does Codification of Ordinances. The cost would be a minimum of \$10,000.00, not including printing and binding of ordinances with a \$350.00 annual internet use. Discussion on, is this needed at this time and the city would need to budget this item.
- Request on zoning for property at 519 S. Center St. from the State Fire Marshall's office. They will be rescheduling a Fire Inspection for that property.
- Received a letter from SOLV, they are having their beach clean up on Saturday, March 20<sup>th</sup>.

## STAFF REPORTS

### A. Suzanne Dufner, City Planner, Council of Governments

- DLCD Periodic Review Grant Award. The City has been accepted for 1 of the 2 grants applied for, a Periodic Review Grant for \$10,000.00. Four tasks would need to be completed from the 2002 work order of the Periodic Review if this grant is accepted. As outlined in Suzanne's letter to the city of 10-5-2009 these tasks would be rezoning 15 acres from R-1 to R-2; Include a parcel large enough to develop a Manufactured home park (7-8 acres); Amend land use code to include 1 acre minimum lot size requirement for manufactured home parks and Adopt a street design standard similar to City of Jefferson. The Planning Commission had recommended at their February 22, 2010 meeting to not accept the grant for the following reasons: the city does not have enough water capacity to support more intensive land uses allowed in the R-2 Zone District; No property owners or neighborhoods would be interested in land being rezoned R-2; the cost of the work tasks may cost more to complete than the \$10,000 grant award amount; and the community, including fire/life safety and waste service providers, does not support adopting a "skinny street" standard. Discussion followed. Would this jeopardize future grant opportunities if grant is not accepted? Gary has same concerns as the Planning Commission and feels our options to the city have changed in the last ten years, he especially is not in favor of "skinny streets." Brian asked about the process of information that the council receives before grants are applied for. He requested that the council see the grant forms or have more detailed specifics before they are sent off. Suzanne did note specifics in her letter of October 5, 2009. Gene stated that the requirements on the 2002 Periodic Review are things the city should be working on. Because of the water situation we are looking at a growth of 1.24% per year or 4 new residences per year. The review is still active and the city could use the grant to clarify the four issues with work sessions, public hearings and rezoning property. Steve commented that the plan is now about 10 years old, we are halfway through the 20 year plan and if the city accepted the grant we could work toward a new proposal, many of the city's priorities have changed. Suzanne said that since the review is 10 years old perhaps the city could redo the periodic review in three to five years. Randy Cranston, Chair of the Planning Commission stated that in the early 2000's the City adopted the 15% of all subdivisions be R-2 or duplex lots. This was part of adding to the requirement of R-2 properties. Could the grant monies be used to look at properties to be rezoned? Suzanne stated that the grant money would be used by COG to work towards completing the City's periodic review plan. Those cities under 10,000 in population are not on a regular schedule for periodic reviews. Steve suggested that the city put \$5,000. per year in the budget to prepare to redo a periodic review plan in three to five years.

**MOTION:** Gary Rychard made a motion to reject the grant opportunity that would require the city to complete the tasks of the 2002 periodic review plan as they are not relevant to the city at this time; seconded by Bob Brundage, unanimously approved.

### B. Carrie Corcoran, City Recorder

Absent. Gene gave the Office Report. All software the City has previously purchased has been updated. There was discussion concerning updating information on the city's website. Rich suggested contacting Dan Fleishman at City of Stayton for information on Stayton's website.

### C. Alan Frost, Public Works Director

- Presented a bid from Mike Adams Construction for the Church Street Water Tank Removal of \$27,500.00. Alan originally was looking for bids to remove the ladder on the elevated water tank at Well One. The City has funds of \$21,360. for removal or upkeep of the Church St. Water tower. The Harvest Festival was looking to remove the tower and use it on another property several years ago. Alan will contact them to see if they would still like to remove the tower.

**D. Chief Sebens, Police**

- Chief Sebens reviewed the police report and said that the Department will be participating in a prescription drop off program for citizens on Saturday, March 13, 10:00am to 2:00pm at the Stayton Community Center. Drugs collected will be incinerated. The Radar trailer has been repaired and will soon be out in the neighborhoods. The Stayton Police have again received a grant for crosswalks. They will be doing this in April and May. And because of a higher rate of traffic accidents (not in the City of Sublimity) they will be stepping up traffic enforcement.

**E. Steve Tabor, Legal**

Nothing to report

**CONTINUING BUSINESS:** None

**RESOLUTIONS / ORDINANCES:** None

**ACTION ITEMS**

**A. Meeting Minutes**

**MOTION:** Gary Rychard made a motion to approve the minutes of the February 8, 2010 council meeting as presented; Van Schoenborn seconded the motion; unanimously approved.

**B. Expenditures**

- Discussion of the overlooked April, 2009 Police payment, this payment was missed in error and corrected as soon as realized. Also discussion of land use billings and how they are billed back to customers.

**MOTION:** Bob Brundage made a motion to approve the expenditures as presented; Brian Kauffman seconded the motion; unanimously approved.

**C. Revenue**

- No action taken.

**COMMITTEE REPORTS:**

**Gene Ditter – 9-1-1 & Sewer** – Sewer Meeting will be on March 18<sup>th</sup>; Alan has been monitoring the parchial flume with the City of Stayton. The mayor and staff have been reviewing the budget.

**Gary Rychard – Police, Personnel and alternate 9-1-1** – Would still like to look at setting up an open forum (town hall meeting) for the community and law enforcement. Carrie is continuing to work on the employee handbook; **9-1-1 committee** – Gary is now on the executive committee for the 911 center.

**Bob Brundage – Planning Commission and Sewer Committee** – The Grants already discussed earlier in this meeting. The Planning Commission approved a sign variance for Sublimity Insurance at the February meeting.

**Van Schoenborn – Parks & Water** – Santiam Youth Sports will be working on Early Settlers Park field on April 4 and 10<sup>th</sup>. Both adults and children are being scheduled to work on the fields. Alan will need a list of those workers so they can be given to the city's insurer Madison & Davis, Ins. A copy of the City being additionally insured by the Santiam Youth Sports Insurance has been sent to the Councilors. The mowing will continue to be done by city employees.

**Brian Kauffman – Streets** – Discussion of the rock quarry outside of Sublimity and the trucks using Church Street. It was previously noted that Sublimity has requested that the trucks not be allowed to use Church Street in a letter to Marion County. Church Street is not a designated truck route.

Gary asked if funds were given to the Peer Court this budget year. It was noted that they have not appeared in front of the council asking for donations for this year.

Regular Meeting adjourned at 8:57PM.

Minutes by Carol Ditter, Office Assistant