

**City of Stayton  
City Council Meeting Action Minutes  
April 16, 2018**

**LOCATION: STAYTON COMMUNITY CENTER, 400 W. VIRGINIA STREET, STAYTON**

**Time Start: 7:00 P.M.**

**Time End: 8:48 P.M.**

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell (excused)	Keith Campbell, City Manager
Councilor Mark Kronquist	Dan Fleishman, Director of Planning & Development
Councilor Christopher Molin	Lance Ludwick, Public Works Director
Councilor Brian Quigley	Janna Moser, Library Director
Councilor Joe Usselman (excused)	Rich Sebens, Chief of Police
	Wallace Lien, Special Legal Counsel

AGENDA	ACTIONS
<b>REGULAR MEETING</b>	
<b>Announcements</b>	
a. Additions to the Agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	Councilor Kronquist declared ex parte contact with the North Santiam School District, PacifiCorp's attorney, and the Chamber of Commerce. He did not feel it would cause him any bias.
<b>Presentations / Comments from the Public</b>	
a. Presentation of the Best Surface Water of the Year Award by the Oregon Association of Water Utilities	Heath Cokeley from the OAWU presented the City of Stayton with the Best Surface Water of the Year Award for 2018, and Tom Etzel was honored as OAWU Operator of the Year.
b. Stayton Public Library Foundation	Grady Hardage with the Stayton Public Library Foundation announced their continued support of the outreach storyteller program and the Stayton Public Library.
c. Stayton Family Memorial Pool Update	Aquatics Facility Manager Billie Hight-Maurer provided an update on the Stayton Family Memorial Pool.
d. Sadie Carney	Ms. Carney is running for Marion County Commissioner.
e. Steve Poisson	Mr. Poisson, Vice President of Revitalize Downtown Stayton (formerly known as Friends of Old Town Stayton) spoke in support of proposed Ordinance No. 1019.
.. Ken Carey and Tina Schneider	Mr. Carey and Ms. Schneider spoke in support of the

<p>g. James Loftus</p>	<p>ordinance regulating Mobile Food Units as written.</p> <p>Mr. Loftus expressed his opinion on the situation between the City and PacifiCorp.</p> <p>Councilor Kronquist felt the City and Pacific Power should negotiate in good faith to work toward a successful resolution.</p> <p>Mr. Lien stated as a reminder to staff and the Council that any matters related to litigation with the City be referred to the City Attorney for response, and no further communication or comment from staff or Council.</p>
<p><b>Consent Agenda</b> a. April 2, 2018 City Council Minutes</p>	<p>Motion from Councilor Kronquist, seconded by Councilor Molin, to approve the consent agenda. <b>Motion passed 3:0.</b></p>
<p><b>Public Hearing</b></p>	<p>None.</p>
<p><b>Unfinished Business</b> <b>Ordinance No. 1018, Establishing Licensing Requirements and Standards for Mobile Food Units and Resolution No. 975, Establishing Fees for Mobile Food Unit License</b> a. Staff Report – Dan Fleishman  b. Council Deliberation  c. Council Decision</p>	<p>Mr. Fleishman reviewed the staff report included in the Council packet. The Council was also provided with additional communication received from the Chamber of Commerce and community member Gerry Aboud.</p> <p>Mr. Carey and Ms. Schneider shared their concerns with the proposed regulations concerning litter, parking on the street, festivals, farmers markets, and the monthly food truck pod at First Avenue and Water Street. Staff responded, addressing these concerns.</p> <p>Council discussion of modifying the litter requirements and clarification on festivals and if they would require a license.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Molin, to direct staff to make further revisions and clarifications to the proposed regulations.</p> <p><u>Council Discussion:</u> Staff requested clarification of what revisions the Council would like to see made. Council changes include striking the litter language, Police Officer “discretion” on blocking sidewalk; and allowing for festivals that may be more than 72 hours in length.</p> <p><b>Motion passed 3:0.</b></p>

**New Business**

**Award of Contract for 2018 Virginia Street Improvement Project**

Staff Report – Lance Ludwick

- b. Council Deliberation
- c. Council Decision

Mr. Ludwick reviewed his staff report.

None.

Motion from Councilor Kronquist, seconded by Councilor Quigley, to award the contract for the 2018 Virginia Street Improvement Project to D&I Excavating in the amount of \$401,316.50. **Motion passed 3:0.**

**Ordinance No. 1019, Amending Title 6, 8, and 15 of the Stayton Municipal Code Promoting Maintenance of Buildings and Public Spaces**

- a. Staff Report – Dan Fleishman
- b. Council Deliberation

Mr. Fleishman reviewed his staff report.

Councilor Kronquist offered a suggestion of revising language in proposed SMC 15.12.040.

Discussion of potential revisions to SMC 15.12.040, contacts made with downtown business owners, and enforcement of the proposed rules.

- c. Council Decision

Motion from Councilor Kronquist, seconded by Councilor Molin, to adopt Ordinance No. 1019 with suggested modifications to SMC 15.12.040, "Weeds and Plants to be Controlled," to include the sentence "Planted materials inside landscape beds and planters shall be maintained to keep them healthy and attractive."

Council Discussion: Councilor Quigley stated he was not in support of the proposed rules and explained why.

**Motion passed 2:1 (Quigley).**

**Appointment of Transportation System Update Citizen Advisory Committee**

- a. Staff Report – Dan Fleishman and Lance Ludwick
- b. Council Deliberation
- c. Council Decision

Mr. Fleishman reviewed the staff report.

None.

Motion from Councilor Molin, seconded by Councilor Kronquist, to appoint the Transportation System Update Citizen Advisory Committee as presented. **Motion passed 3:0.**

<b>Staff / Commission Reports</b> <b>Finance Department Report – Cindy Chauran &amp; Elizabeth Baldwin</b> a. March 2018 Monthly Finance Department Report  <b>Police Chief’s Report – Chief Rich Sebens</b> a. March 2018 Statistical Report  <b>Public Works Director’s Report – Lance Ludwick</b> a. March 2018 Operating Report b. Award of 2018 Parks Maintenance Program c. Water Management and Conservation Plan Update  <b>Planning &amp; Development Director’s Report – Dan Fleishman</b> a. March 2018 Activities Report  <b>Library Director’s Report – Janna Moser</b> a. March 2018 Activities	Mr. Campbell reviewed the Finance Department Report.  Chief Sebens reviewed his report and spoke about the upcoming Fishing Derby.  Mr. Ludwick reviewed the reports included in the packet.  Brief discussion of development in Wildlife Meadows.  Ms. Moser reviewed her report and offered an invitation to the upcoming Author’s Visit at the Library on April 26.
<b>Presentations / Comments from the Public</b>	None.
<b>Business from the City Manager</b>	Mr. Campbell reminded the Council of the upcoming Budget Committee meetings.
<b>Business from the Mayor</b>	None.
<b>Business from the Council</b>	Councilor Quigley indicated he will be gone the week of May 14 <sup>th</sup> and will be unable to attend the Budget Committee meetings.  Councilor Molin will be absent from the May 7 <sup>th</sup> Budget Committee meeting.
<b>Future Agenda Items – Monday, May 7, 2018</b>	
a. Budget Committee	

APPROVED BY THE STAYTON CITY COUNCIL THIS 21<sup>ST</sup> DAY OF MAY 2018, BY A 5<sup>9</sup>0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 5/21/2018

By: Henry A. Porter  
Henry A. Porter, Mayor

Date: 5/21/2018

Attest: Keith D. Campbell  
Keith D. Campbell, City Manager

Date: 5/21/18

Transcribed by: Alissa Angelo  
Alissa Angelo, Deputy City Recorder