

**City of Stayton  
City Council Meeting Action Minutes  
January 19, 2016**

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

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

**Time End:** 8:30 P.M.

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell	Keith Campbell, City Administrator
Councilor Ralph Lewis	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel	Rich Sebens, Police Chief
Councilor Brian Quigley	Christine Shaffer, Finance Director
Councilor Joe Usselman	Lance Ludwick, Public Works Director
	David Rhoten, City Attorney
	Akin Blitz, City Labor Attorney

AGENDA	ACTIONS
<b>REGULAR MEETING</b>	
<b>Announcements</b> a. Additions to the Agenda	<p>The Mayor introduced City Attorney David Rhoten who had two additions to the agenda.</p> <ul style="list-style-type: none"> <li>• Appeal of Termination: Request to Continue up to 30 Days</li> <li>• Request for Inquiry: City Personnel Matters</li> </ul> <p>Motion from Councilor Quigley, seconded by Councilor Niegel, to continue Katinka Bryk's Appeal of Termination for up to 30 days and to schedule a Special Session of the City Council on or before February 16, 2016. <b>Motion passed 5:0.</b></p> <p>Brief explanation from Mr. Blitz about process for inquiry. Questions from Council about process, confidentiality, other options available to a city needing to complete an inquiry such as this, and administrative leave requirements.</p> <p>Motion from Councilor Lewis, seconded by Councilor Usselman, to direct the City's legal counsel to move forward with initiating an inquiry relating to management and personnel issues.</p> <p><u>Council Discussion</u>            Question from Council on process and options for</p>

<p>b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.</p>	<p>inquiry. <b>Motion passed 5:0.</b> None.</p>
<p><b>Presentations / Comments from the Public</b></p> <p>a. Jack Fiske</p> <p>b. Rese Bourdeau</p> <p>c. Katinka Bryk</p> <p>d. Citizen Recognition by Chief Rich Sebens</p>	<p>Mr. Fiske inquired about specific charges on the utility bill. Ms. Shaffer spoke about the fire standby charges, transportation fees, and storm fees collected and how the funds are used.</p> <p>Ms. Bourdeau spoke out about recent personnel issues and requested a completely independent review be done and that it include current and past city employees, community business leaders, boards, and committees.</p> <p>Ms. Bryk appreciated the Council's action on her appeal. She stated she would be out of town February 10<sup>th</sup> through February 23<sup>rd</sup>.</p> <p>Chief Sebens presented Pastor Shawn Hazel with a plaque for his help in organizing the Stayton CERT team.</p>
<p><b>Consent Agenda</b></p> <p>a. December 7, 2015 City Council Meeting Minutes</p>	<p>Motion from Councilor Niegel, seconded by Councilor Lewis, to approve the Consent Agenda. <b>Motion passed 5:0.</b></p>
<p><b>Public Hearing</b></p>	<p>None</p>
<p><b>Unfinished Business</b></p>	<p>None</p>
<p><b>New Business</b></p> <p><b>Ordinance No. 992 &amp; Resolution No. 937, Marijuana Tax</b></p> <p>a. Staff Report – Christine Shaffer</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p>	<p>Ms. Shaffer reviewed the report included in the Council packet.</p> <p>None.</p> <p>Motion from Councilor Lewis, seconded by Councilor Quigley, to approve Ordinance No. 992 as presented.</p> <p><u>Council Discussion</u> Brief discussion of inclusion of medical marijuana and date of the election.</p> <p><b>Motion passed 5:0</b></p> <p>Motion from Councilor Quigley, seconded by Councilor Lewis, to approve Resolution No. 937 as presented. <b>Motion passed 5:0.</b></p>

**Resolution No. 938, Local Option Levy**

- a. Staff Report – Christine Shaffer
  
- b. Council Deliberation
  
- c. Council Decision

Ms. Shaffer reviewed the staff report included in the Council packet.

Councilor Quigley inquired about the last time the \$0.60 per thousand was changed. Ms. Shaffer said in 2012 it was converted to a fixed rate.

Motion from Councilor Quigley, seconded by Councilor Lewis, to approve Resolution No. 938 as presented. **Motion passed 5:0.**

**Competition for Establishment of a City of Stayton Flag**

- a. Staff Report – Keith Campbell
  
- b. Council Deliberation
  
- c. Council Decision

Mr. Campbell shared a video about the importance of a City flag. He proposed a local competition to create a City flag for the 125<sup>th</sup> anniversary of Stayton’s incorporation.

Councilor Glidewell supported the idea. And Councilor Quigley suggested having the street mural group pursue the project.

Motion from Councilor Niegel, seconded by Councilor Quigley, to direct staff to establish a local competition for design of a City of Stayton Flag for the quasquicentennial anniversary of Stayton’s incorporation. **Motion passed 5:0.**

**Staff / Commission Reports**

**Finance Director’s Report – Christine Shaffer**

- a. November 2015 Monthly Finance Department Report
- b. December 2015 Monthly Finance Department Report

Ms. Shaffer briefly reviewed her reports included in the Council packet.

**Police Chief’s Report – Chief Rich Sebens**

- a. November 2015 Statistical Report
- b. December 2015 Statistical Report

Chief Sebens spoke briefly about the reports included in the packet and gave an update on the new electronic ticketing system.

**Public Works Director’s Report – Lance Ludwick**

- a. November 2015 Operating Report
- b. December 2015 Operating Report

Mr. Ludwick reviewed the reports included in the packet. Councilor Glidewell inquired about building permits.

**Planning & Development Director’s Report – Dan Fleishman**

- a. November 2015 Activities Report
- b. December 2015 Activities Report

Mr. Fleishman reviewed the reports and spoke about the new Ordinance Enforcement Officer Alan Pinto.

<b>Library Director's Report</b> a. November 2015 Activities b. December 2015 Activities	No discussion.
<b>Presentations / Comments From the Public</b>	None
<b>Business from the City Administrator</b>	None
<b>Business from the Mayor</b> a. Parks and Recreation Board Reappointments <ul style="list-style-type: none"> <li>• Cherie Douglas</li> <li>• Dennis Vietzke</li> </ul> b. Budget Committee Reappointment <ul style="list-style-type: none"> <li>• Alan Kingsley</li> <li>• Scott West</li> </ul>	Motion from Councilor Niegel, seconded by Councilor Quigley, to ratify the appointment of Cherie Douglas and Dennis Vietzke to the Parks and Recreation Board, and Alan Kingsley and Scott West to the Budget Committee. <b>Motion passed 5:0.</b>
<b>Business from the Council</b>	There was further Council discussion regarding the inquiry.  The Council also felt there should be an appointed Human Resource position.
<b>Future Agenda Items – February 1, 2016</b> a. Open Space Dedication	

APPROVED BY THE STAYTON CITY COUNCIL THIS 1<sup>ST</sup> DAY OF FEBRUARY 2016, BY A 4:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 02/01/2016

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

Date: 2/1/2016

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

Date: 2/1/2016

Transcribed by: Alissa Angelo  
Alissa Angelo, Deputy City Recorder