

**City of Stayton  
City Council Meeting Action Minutes  
March 16, 2015**

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

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

**Time End: 7:32 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     | Katinka Bryk, Library Director                    |
| Councilor Brian Quigley       | Rich Sebens, Police Chief                         |
| Councilor Joe Usselman        | Christine Shaffer, Finance Director               |
|                               | David Rhoten, City Attorney (excused)             |
|                               | Kelli Stevens, Permit Clerk                       |

| AGENDA  | ACTIONS  |
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| <b>REGULAR MEETING</b>  |  |
| <b>Announcements</b>  |  |
| a. Additions to the Agenda  | None   |
| b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc. | None   |
| <b>Presentations / Comments from the Public</b>                       |  |
| a. Kelly Schreiber, Stayton/Sublimity Chamber of Commerce             | Ms. Schreiber distributed and then read a letter from the Stayton-Sublimity Chamber of Commerce Board and herself regarding the sign enforcement moratorium and thanking City staff for their attendance at a meeting in February. |
| <b>Consent Agenda</b>   |  |
| a. February 23, 2015 City Council Goal Setting Session Minutes        | Item "b" of the consent agenda listed an incorrect date. This was updated to March 2, 2015.  |
| b. March 2, 2015 City Council Minutes                                 |  |
| c. 2015 OLCC Renewals   | Motion from Councilor Niegel, seconded by Councilor Quigley, to approve the Consent Agenda as modified. <b>Motion passed 5:0.</b>  |
| <b>Public Hearing</b>   | None   |
| <b>Unfinished Business</b>  | None   |
| <b>New Business</b>   |  |
| <b>2015-2016 City Council Goals</b>                                   |  |
| a. Staff Report – Alissa Angelo                                       | Ms. Angelo briefly reviewed the staff report included in the Council packet.   |
| b. Council Deliberation   | Council discussion on the goals as presented. It was requested that staff schedule another work  |

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|   | session to further identify objectives and discuss the goals. Staff will gather several dates and coordinate to set up a work session.   |
| c. Council Decision   | None at this time.   |
| <b>2015 City Survey</b>   |  |
| a. Staff Report – Keith Campbell & Emily Juengling                  | Ms. Juengling reviewed the draft survey that will be included in the upcoming March utility bill. The City will take several different routes to get the word out in the community. Results will be shared with the Council once complete. |
| <b>Staff / Commission Reports</b>                                   |  |
| <b>Finance Director's Report – Christine Shaffer</b>                |  |
| a. February 2015 Monthly Finance Department Report                  | No further discussion.   |
| <b>Police Chief's Report – Rich Sebens</b>                          |  |
| a. February 2015 Statistical Report                                 | Chief Sebens briefly reviewed the report included in the Council packet. An error was noted on the statistical report, which will be corrected.  |
| b. Police Policies Manual   | Chief Sebens updated the Council on the revised Police Policies Manual.  |
| <b>Public Works Director's Report</b>                               |  |
| a. February 2015 Operating Report                                   | No further discussion.   |
| <b>Planning &amp; Development Director's Report – Dan Fleishman</b> |  |
| a. February 2015 Activities Report                                  | Councilor Glidewell inquired about the abandoned swimming pool mentioned in the report. Mr. Fleishman explained there is an unoccupied home which has a swimming pool in the yard.   |
| <b>Library Director's Report – Katinka Bryk</b>                     |  |
| a. February 2015 Activities   | Ms. Bryk has added volunteer hours to her report. She briefly updated the Council on recent happenings at the Library.   |
| <b>Presentations / Comments From the Public</b>                     | None   |
| <b>Business from the City Administrator</b>                         | The City Council will not have a regular Council meeting on Monday, April 6. Instead, a Council work session will be held to discuss the sign code. It will begin at 7:00 p.m. in the E.G. Siegmund Room at the Stayton Public Library.    |
| <b>Business from the Mayor</b>                                      | None   |
| <b>Business from the Council</b>                                    | None   |

**Future Agenda Items – April 6, 2015**

a. City Council Work Session on Stayton's Sign Code

- 7:00 p.m. at the Stayton Public Library in the E.G. Siegmund Room

APPROVED BY THE STAYTON CITY COUNCIL THIS 6<sup>TH</sup> DAY OF APRIL 2015, BY A 4:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 4/20/15

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

Date: 4/27/15

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

Date: 4/27/15

Transcribed by: Alissa Angelo  
Alissa Angelo, Deputy City Recorder