

**City of Stayton
City Council Meeting Action Minutes
May 21, 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 (joined at 7:04 p.m.)	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	Rich Sebens, Chief of Police

AGENDA	ACTIONS
REGULAR MEETING	
Announcements a. Additions to the Agenda b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None. Councilor Kronquist declared ex parte contacts with the Spud Bus, in addition he stated he lives in the downtown area covered by Revitalize Downtown area but it will not affect his decisions. He also shared a conflict of interest regarding a future ordinance from the Planning Department because he is a part of a potential development in the downtown area.
Presentations / Comments from the Public a. James Loftus b. Steve Poisson	Mr. Loftus shared his opinion on the recent Budget Committee meetings. Mr. Poisson, Vice President of Revitalize Downtown Stayton, spoke in support of the proposed Ordinance and including First Avenue the memo provided to the Council this evening.
Consent Agenda a. April 16, 2018 City Council Minutes b. Acceptance of Right-of-Way Deed of Dedication for Extension of Kindle Way c. Resolution Accepting CDBG Housing Rehabilitation Grant	Motion from Councilor Kronquist, seconded by Councilor Quigley, to approve the consent agenda. Motion passed 5:0.
Public Hearing	None.

Unfinished Business

Ordinance No. 1018, Establishing Licensing Requirements and Standards for Mobile Food Units and Resolution No. 975, Establishing Fees for Mobile Food Unit License

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

Mr. Fleishman reviewed his staff report.

Council discussion regarding location of mobile food units on private property, events, and who is required to obtain a Mobile Food Unit license.

Motion from Councilor Kronquist to allow exemptions for citywide events. Motion died due to lack of a second.

Motion from Councilor Quigley, seconded by Councilor Usselman, to approve Ordinance No. 1018 as presented.

Council Discussion: Discussion of fee waiver and licensing requirements.

Motion passed 5:0.

Council discussion of the proposed Resolution No. 975.

Motion from Councilor Kronquist, seconded by Councilor Glidewell, to adopt Resolution No. 975, as amended to waive the fee for Mobile Food Units that operate on the last Saturday of July. **Motion passed 5:0.**

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
- c. Council Decision

Mr. Fleishman reviewed the staff report.

Discussion of adding First Avenue to the proposed Ordinance and notifying merchants in the affected area.

Motion from Councilor Glidewell, seconded by Councilor Molin, to direct staff to amend Ordinance No. 1019 to include "Downtown and First Avenue between Water Street and E. Washington Street" and return for consideration at the June 4, 2018 Council meeting.

Council Discussion: Clarification on when a lien would be placed on a business.

Motion passed 3:2 (Quigley, Kronquist).

<p>New Business Ordinance No. 1020, Establishment of a Vertical Housing Development Zone a. Staff Report – Dan Fleishman</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p>	<p>Mr. Fleishman reviewed his staff report included in the council packet.</p> <p>Discussion of the School and Fire Districts opting out, and an appeal process for an applicant to the Council.</p> <p>Motion from Councilor Quigley, seconded by Councilor Usselman, to approve Ordinance No. 1020 with the addition of an appeals procedure, and direct staff to incorporate these changes into the Ordinance before the Ordinance is presented to the City Council for a second consideration. Motion passed 4:0 (Kronquist abstained).</p>
<p>Ordinance No. 1021, Amending Stayton Municipal Code 5.04.03 and creating Stayton Municipal Code 5.50, Relating to Pharmaceutical Drug Disposal a. Staff Report – Chief Rich Sebens</p> <p>b. Council Deliberation</p> <p>c. Council Decision</p> <p>Preparation of RFP for Consultant Services to Develop Economic Development Strategies a. Staff Report – Dan Fleishman</p> <p>b. Council Deliberation</p>	<p>Chief Sebens reviewed his staff report.</p> <p>Discussion of outreach to local pharmacies and their willingness to participate.</p> <p>Motion from Councilor Kronquist, seconded by Councilor Glidewell, to approve Ordinance No. 1021 as presented. Motion passed 5:0.</p> <p>Mr. Fleishman reviewed his staff report.</p> <p>The Council requested staff return with this topic at the June 4th meeting.</p>
<p>Staff / Commission Reports Finance Department Report – Cindy Chauran & Elizabeth Baldwin a. April 2018 Monthly Finance Department Report</p> <p>Police Chief’s Report – Chief Rich Sebens a. April 2018 Statistical Report</p> <p>Public Works Director’s Report – Lance Ludwick a. April 2018 Operating Report</p> <p>Planning & Development Director’s Report – Dan Fleishman a. April 2018 Activities Report</p>	<p>Discussion of the total dollar amount for checks issued.</p> <p>Chief Sebens provided a brief update.</p> <p>Discussion of the community garden and the Virginia Street project.</p> <p>No further discussion.</p>

Library Director's Report – Janna Moser	
a. April 2018 Activities	Ms. Moser provided an update on happenings at the Library.
Presentations / Comments from the Public	None.
Business from the City Manager	None.
Business from the Mayor	None.
Business from the Council	None.
Future Agenda Items – Monday, June 4, 2018	
a. Public Hearings – 2018-19 FY Budget and Revenue Sharing	
b. Revised Fee Schedule	
c. CCRLS Agreement	
d. Shaff Road Water Line	

APPROVED BY THE STAYTON CITY COUNCIL THIS 4TH DAY OF JUNE 2018, BY A 5:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 6/4/18

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

Date: 6/4/18

Attest: [Signature]
Keith D. Campbell, City Manager

Date: 6/4/18

Transcribed by: Alissa Angelo
Alissa Angelo, Deputy City Recorder