

**STAYTON CITY COUNCIL
MEETING MINUTES
May 6, 2013**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

Mayor Scott Vigil
Councilor Henry Porter
Councilor Brian Quigley

Councilor Jennifer Niegel
Councilor Catherine Hemshorn
Councilor Emily Gooch

STAFF

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Police Chief
Dan Fleishman, Director of Planning and Development, excused
Louise Meyers, Library Director, excused
David Kinney, Public Works Director
David A. Rhoten, City Attorney, excused
Alissa Angelo, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC

- a. **Swearing in of new Reserve Police Officers, presented by Chief Rich Sebens:** Chief Sebens swore in Alan Pinto, Brandon RatheLeGurche, and David Bevens as new Reserve Police Officers for the City of Stayton.

ANNOUNCEMENTS

- a. **Additions to the Agenda:** None.
b. **Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.:** None.

CONSENT AGENDA

- a. **April 15, 2013 City Council Meeting Minutes**

MOTION: From Councilor Gooch, seconded by Councilor Hemshorn, to adopt the Consent Agenda. **Motion passed 5:0.**

PUBLIC HEARING – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Pool Management Options and Recommendations

- a. **Staff Report:** Mr. Eubank provided the Council with a brief background on the City's relationship with the YMCA up to this date. He read an email response he sent out earlier today addressing concerns raised by citizens over the weekend regarding the proposed partnership with the YMCA.
- b. **Council Deliberation:** Councilor Quigley asked how much of local option levy funding goes to the YMCA to manage the personnel at the Pool. Local Option Levy funds will be used for the entire \$65,000 of the YMCA's operating cost of the Pool plus a one time membership buy-out of \$3,750 to cover current active memberships. Over time, the YMCA will implement a new fee structure.

Councilor Niegel asked if the promised repairs from the local option levy will still be completed. Mr. Eubank stated these repairs will be completed as planned. He informed the Council that staff had been approached by Best Heating to complete a retrofit to assist with humidity problem inside the Pool building. The cost for this is \$44,000 and the Santiam Community Endowment has indicated they are willing to cover 100% of the costs of this project.

Mayor Vigil asked about ownership of any new equipment purchased once the YMCA takes over operations. If at some point the YMCA and City sever ties, who will own the newly purchased equipment. New language will be added to the agreement to address this issue.

Councilor Gooch asked if regular facility inspections are done at the Pool. Ms. Shaffer stated the Sr. Engineering Technician performs these inspections twice a year. The Council feels they should be done on a more regular basis. Language will be added to the agreement specifying inspections are done on a monthly basis.

Santiam YMCA Director Lisa Eckis spoke about their intention to bring in someone who has the expertise to oversee the Pool facility. In the past, her position as Director was a one person show that ran both the local YMCA programs as well as the Pool operations. Their plan is to bring in an individual who has expertise in running a pool facility.

Paul Manning, the CEO of the Family YMCA of Marion and Polk County spoke about his background with the YMCA and the plans to make the transition as smooth as possible. He spoke about possible improvements to the schedule and changes to programs offered. While final fees haven't been determined at this time, citizens will have the opportunity to purchase a membership to the Santiam Family YMCA which in turn also gives them access to the Salem facilities. Any memberships purchased through the Santiam Family YMCA facility stays within the local community. At this time, it's unclear if a membership for only the pool will be offered or not. However, all current memberships and punch cards sold through the Pool will be honored through their expiration.

Recruitment of an Aquatics Director will be done through a national YMCA recruitment website. They are hoping to find someone who is YMCA certified. While not opposed to hiring local, it can take up to a year for someone to be fully trained and YMCA certified. Mr. Manning spoke about the skills they look for when hiring an Aquatics Director.

In regard to maintenance issues the YMCA has no intention to do anything major but would like to see a fast turnaround on minor repairs. They have their own facility maintenance employees who may be available more quickly to perform quick repairs, rather than waiting on approval from the City.

Councilor Gooch is excited to see the Pool grow, but mentioned the lack of current marketing. She asked how the facility will be marketed by the YMCA. Marketing will be done from a grass roots approach, including reaching out to the local newspaper, schools, and other partnerships in the community. There is also an opportunity to cross-promote with other sports being offered through the YMCA.

Councilor Quigley asked if Mr. Manning was aware of any similar situations elsewhere that didn't work out. Mr. Manning stated while the YMCA is still working with the City of Silverton to operate their pool facility, the contract is very stringent. In order to repair even simple items, it must be approved by the City Council.

Staff noted it is the intention of the YMCA to also take over the operation of the yearly Stayton Sprint Triathlon. Proceeds from the event will be divided in half, with 50% going to the City's trust for the Pool and 50% staying with the YMCA.

The Council discussed the notification process and responsibility for any maintenance and modifications made at the Facility.

Finally, it was requested that the future Aquatics Director attend Council meetings every couple of months to provide updates on what is happening at the Pool.

c. Council Decision:

MOTION: From Councilor Gooch, seconded by Councilor Hemshorn, to direct the City Administrator to sign the two-year Pool Operation Agreement with the YMCA as modified.

Discussion

Councilor Porter asked if only the Aquatics Director would update the Council or if Ms. Eckis would attend as well. Ms. Eckis stated if it's reporting on activities and programs at the Pool, it would be the Aquatics Director. If it involved financial information, then she would attend.

Councilor Quigley asked what alternative is there to signing this agreement with the YMCA. Mr. Eubank stated staff would recruit for a new Pool Manager.

Rob Bartell of the Friends of the Pool spoke in favor of partnership with the YMCA, adding he'd like to see more visible directional signs placed leading patrons to the Pool.

UPON ROLL CALL VOTE, THE MOTION PASSED 5:0.

STAFF / COMMISSION REPORTS

Police Department – Chief Rich Sebens

- a. **Police Advisory Board Training:** Chief Sebens informed the Council that the Advisory Board will be holding a meeting on May 28th which will include training.
- b. **Drug Take-Back Event:** The recent Drug Take-Back Event held in Stayton went very well. In the near future, a permanent drop-box will be installed for people wanting to properly dispose of medications at any time. Councilor Quigley recommended the permanent drop box be inside of a building. Chief Sebens stated it is a requirement that they be inside a building and secured.

Public Works Director's Report – David Kinney

- a. **Stayton Municipal Code Title 13, Utility Deposit Updates:** Mr. Kinney asked the Council to review the proposed changes included in their Council packet. Any questions can be directed to him via email.
- b. **Recent Bid Opening Update:** Mr. Kinney briefly reviewed the recent bid openings included in his public works update.

Councilor Gooch asked if any park signs had been ordered. Mr. Kinney stated they hadn't been, as they are pending review by the Parks and Recreation Board at their meeting on Tuesday evening.

Councilor Hemshorn asked if the City had received any further feedback regarding the downtown area tree removal. Mr. Kinney is aware of some comments made online. He stated the trees originally planted grew faster than staff had originally anticipated and they are starting to lift and crack the sidewalks. While they are being removed, replanting is planned for this fall.

Mayor Vigil asked if there are plans to replace the signage stolen by vandals along the 5k route done by the Boy Scouts. Mr. Kinney stated this is something the Parks and Recreation Board will discuss.

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None

BUSINESS FROM THE CITY ADMINISTRATOR

Mr. Eubank provided a brief reminder that on Friday, May 10 at 7:30 a.m. the Community Leaders meeting will be held at the Covered Bridge Café.

BUSINESS FROM THE MAYOR

Mayor Vigil stated he would like to hold a work session in late May or early June to discuss the recruitment of a new City Administrator.

The Stayton / Sublimity Clean-Up Day will be held Saturday, May 11 at 9:30 a.m. The initial meet-up will be at the Stayton Community Center.

BUSINESS FROM THE COUNCIL – None

ADJOURN

There being no further business, the meeting was adjourned at 8:22 p.m.

APPROVED BY THE STAYTON CITY COUNCIL THIS 3RD DAY OF JUNE 2013, BY A
5:0 VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

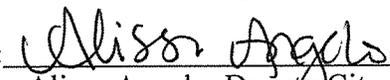
Date: 6-6-13

By: 
A. Scott Vigil, Mayor

Date: 6/6/13

Attest: 
Don Eubank, City Administrator

Date: 6/5/13

Transcribed by: 
Alissa Angelo, Deputy City Recorder