

**STAYTON CITY COUNCIL
MEETING MINUTES
November 15, 2010**

CALL TO ORDER

7:00 p.m.

Mayor Aboud

FLAG SALUTE

ROLL CALL

Mayor Gerry Aboud
Councilor Frank

Councilor Loftus
Councilor Vigil
Councilor Walters

STAFF:

Don Eubank, City Administrator
Christine Shaffer, Finance Director
Rich Sebens, Chief of Police
Dave Kinney, Public Works Director
Dan Fleishman, Director of Planning and Development
Louise Meyers, Library Director
David A. Rhoten, City Attorney
Jeffrey M. Strickland, Assistant City Attorney
Rebecca Petersen, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC

a. Mark Doucette: Mr. Doucette stated his concern for the signal at N. First Avenue and Washington Street, the fact that changes were made to the signal without due process and that no notice was given to the school district. He would like to see the signal changed back to the way it was. Mr. Kinney stated approximately nine months ago issues with the signal were raised at a Commissioners Breakfast Meeting. Marion County Public Works Departments, Traffic Engineer reviewed the situation and made signage changes and modified the signals. The County has asked Stayton to track any complaints that come in and to provide the feedback to the County. Mr. Kinney stated he would forward Mr. Doucette's concerns to Marion County, and that the final decision will be Marion County's.

ANNOUNCEMENTS

a. Additions to the Agenda: None.

CONSENT AGENDA

Motion: From Councilor Loftus, seconded by Councilor Frank, to approve the City Council Meeting Minutes of November 01, 2010 as presented. **Motion passed:** 4:0.

PUBLIC HEARINGS -- None.

UNFINISHED BUSINESS

PEG Access Commission Update/Report

a. Staff Report: Susan Brandt, Vice-Chair of the PEG Access Committee stated Chairman Alan Kingsley was not able to attend the Council Meeting, and she was asked to speak in his place. The PEG Access Commission is requesting that the Council provide city funding for the cable access program, to air City Council meetings and Town Hall meetings, and to show support for what the Council has already begun for the citizens of the community.

b. Council Deliberation: Referring to a pamphlet explaining the product and cost he had placed on the Council bench, Councilor Loftus stated the City should purchase their own camera to video tape Council meetings. The camera could then be used by the police department to aid in their investigations when its' not being used at Council meetings. Councilor Loftus stated he had noticed the quality of videos being taped had diminished, and if the City had their own equipment they could control how the shots were framed.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Frank, that the City consider purchasing their own video camera to tape their own meetings.

Discussion: Councilor Frank gave his recollection of the events leading up to the request from the PEG Access Commission for funding, which he is opposed to. Mayor Aboud asked Councilor Loftus if he had asked the video employee about looping or editing of the camera. Councilor Loftus stated he knew the City needed a high definition camcorder, simple to operate, with only one or two buttons to push. Councilor Walters stated, Mr. Cartwright is performing a good service for only \$100, and its' very professional. Councilors Frank and Loftus suggested getting students from the high school involved to run the video equipment. Councilor Walters stated you can't always guarantee that a student would show up to a meeting, with having a professional like Mr. Cartwright taping the meetings they are covered. Mayor Aboud stated Cable Commissions have previously worked with the schools and it's never been consistent. The PEG Access Commission is doing a great job, they are a volunteer committee of the City Council, and have been asked to get a better community awareness which they have done. Councilor Loftus asked if the PEG Access Commission had sent out any letters for funding. Mr. Eubank stated no. Councilor Loftus asked if there was any money in the budget that could fund the Commissions request. Ms. Shaffer stated funds could be taken from the City Newsletter line item, as the newsletter has been produced in-house this past year, which has saved money.

Motion withdrawn: Councilor Loftus withdrew his original motion, and Councilor Frank withdrew his second.

Motion: From Councilor Loftus, seconded by Councilor Frank, to direct staff to inquire with WAVE Broadband as to the specifics the City needs to capture a digital camera compatible with the WAVE system. **Motion passed:** 3:1 (Walters)

Motion: From Councilor Frank, seconded by Councilor Walters, to not make a decision on additional funding for the taping of meetings until after the first Council meeting in January 2011.

Discussion: After discussions that funding had already been approved through the end of 2010, Councilor Frank withdrew his original motion. Mayor Aboud stated he appreciated all of the hard work that the PEG Access Commission has done.

Downtown Revitalization Tools

a. Staff Report: Vertical Housing Development Zone: Mr. Fleishman reviewed the staff memorandum included in the packet materials. The Downtown Transportation and Revitalization Plan of the Stayton Comprehensive Plan suggested a number of measures to assist with the revitalization of the Downtown area, of which a Vertical Housing Development Zone (VHDZ) and an Economic Improvement District (EID) were two.

b. Council Deliberation: Councilor Vigil asked if only a certain number of vertical housing zones are allowed in the state. Mr. Fleishman stated he was not aware of any rules or a statute that would limit the number.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Walters, to direct staff to begin the process of submitting an application for designation of a vertical housing development zone. **Motion passed: 4:0.**

a. Staff Report: Economic Improvement District (EID): Mr. Fleishman explained that in order for an EID to be successful, the City will need to work with the downtown property owners, business owners, and the Chamber of Commerce to see that there is a commitment from all. EIDs are funded by an assessment of the value of property or by a fee paid by property owners. Only commercial property may be assessed within the district. If the City Council is interested in pursuing an EID, a lot of outreach with businesses needs to take place. An organization separate from the Chamber should be developed along with a business plan for what services they are going to provide. Mayor Aboud asked whether or not an EID could build sidewalks. Mr. Fleishman stated no but that it could maintain them. Councilor Loftus asked where the EID would be placed. Mr. Fleishman stated an idea would be Water to Washington Streets, and N. First to N. Third Avenues. The VHDZ zone should be four designated downtown zones.

Motion: From Councilor Frank, seconded by Councilor Vigil, to direct staff to investigate an Economic Improvement District. **Motion passed: 4:0.**

NEW BUSINESS

Resolution No. 863 Authorizing Sale Of A Bond Anticipation Note

a. Staff Report: Ms. Shaffer reviewed the staff memorandum included in the packet materials.

b. Council Deliberation: Referring to page 2, Section 2 Security, Resolution No. 863, Councilor Loftus clarified that net revenues off the Waste Water system would be pledged and binding to the current Council and future Councils, and that the City will raise their rates sufficient to collect the needed funds. Ms. Shaffer answered in the affirmative and stated that the City already agreed to do so when they signed the USDA application.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Frank, to approve Resolution No. 863, Authorizing the sale of a Bond Anticipation Note in an amount not to exceed \$8,316,000. **Motion passed:** 4:0.

Community Grant Request – Boy Scout Troop

a. Staff Report: Ms. Shaffer stated a grant application had been submitted requesting funds to support Boy Scout Troop 50 to purchase camping equipment.

b. Council Deliberation: Councilor Loftus declared an ex parte contact with Scott West, and also that he was a former Boy Scout, but that in no way would it bias his decision.

c. Council Decision:

Motion: From Councilor Frank, seconded by Councilor Loftus, to award a Community Grant to Boy Scout Troop 50 in the amount of \$250.00. **Motion passed:** 4:0.

STAFF/COMMISSION REPORTS

Finance Director's Report – Christine Shaffer

a. October 2010 Monthly Finance Department Report: Ms. Shaffer reviewed the monthly operating report.

Chief of Police's Report – Rich Sebens

a. Statistical Report for October 2010: Chief Sebens reviewed the monthly statistical sheets for calls responded to in both Stayton and Sublimity.

Public Works Director's Report – Dave Kinney

a. October 2010 Monthly Operating Report: Mr. Kinney reviewed the monthly Operating Report. He stated that meetings had taken place with Slayden Construction and the engineers regarding suggestions of how they could improve the project. In response to a

question from Councilor Loftus as to whether or not the City's Engineer has any type of liability insurance, Mr. Kinney answered in the affirmative.

Pool Manager – Rebekah Meeks

a. October 2010 Monthly Operating Report: Mr. Eubank reviewed the pool report. Councilor Frank stated he was disappointed to see the pool revenues so low, and asked for an update as to the status of the peeling surface. Mr. Eubank stated the peeling area would be repaired over Spring break, as the pool usage is low during that time of year, but that the peeled area does not pose a threat as it does not rise to the surface and it's not being ingested.

Library Director's Report – Louise Meyers

a. October 2010 Activities/Statistics: Ms. Meyers reviewed the monthly operating report. Councilor Loftus stated he would like to see the amount of fines and over due book fees listed by resident and non-resident. In response to a question from Councilor Frank regarding a Cultural Pass, Ms. Meyers stated she has been researching donations to pay for a pass.

PRESENTATIONS/COMMENTS FROM THE PUBLIC

a. Larry Emery: Mr. Emery stated he would like to see the Council and staff give some praise to SCTC and Van Dorn Enterprises, for their fine work and efforts during the laying of fiber optic lines in Stayton. Mayor Aboud stated he would send a letter of appreciation to SCTC.

b. Ken Cartwright: Mr. Cartwright addressed comments that had been made previously by Councilor Frank regarding the taping of City Council meetings.

BUSINESS FROM THE CITY ADMINISTRATOR

a. New Council Training: Mr. Eubank stated Ms. Petersen was setting up training and meeting opportunities for the new council members, and asked that when she sends requests out, to please let her know as soon as possible if they would be able to attend.

BUSINESS FROM THE MAYOR

a. Park and Recreation Board Appointment:

Motion: From Councilor Frank, seconded by Councilor Loftus, to ratify the Mayor's appointment of Richard Lewis to the Park and Recreation Board.

Motion passed: 4:0.

BUSINESS FROM THE COUNCIL

Councilor Vigil stated he would be interested in receiving a summary report on the findings from the North Santiam School District's recent community information forums on schools as the City needs to stay informed of their issues. Mr. Kinney responded that the school district will be compiling a summary report.

Councilor Vigil asked if the five decorative street lights budgeted for downtown would be

installed this fiscal year or next year. Mr. Kinney stated that Pacific power has concluded that all ten lights on N. Third Avenue should be installed at the same time, and the City will work with Pacific Power to budget for and schedule the installation.

Councilor Loftus stated he would like to schedule another work session to evaluate the City Administrator. **Motion:** From Councilor Loftus, seconded by Councilor Frank, to set up a time to meet with the City Administrator. **Motion passed:** 3:1 (Walters)

An Executive Session was scheduled for Monday, December 13, 2010, 7:00 pm, City Hall Conference Room.

Mayor Aboud announced that the City Council was going into Executive Session and the meeting recessed at 8:55 pm. The meeting was reconvened to General Session at 9:25 pm.

NON-ECONOMIC CONTRACT CHANGES TO AFSCME AGREEMENT

a. From Councilor Frank, seconded by Councilor Vigil, to move that the Council ratify the AFSCME and City of Stayton amended agreement as discussed during the Executive Session held on November 15, 2010, to authorize the Mayor and City Administrator to sign the document. **Motion passed:** 4:0.

ADJOURN

There being no further business, the meeting was adjourned at approximately 9:30 pm.

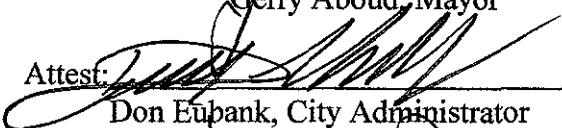
APPROVED BY THE STAYTON CITY COUNCIL this 6th day of December 2010, by a VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

Date: 12/06/2010

By: 
Gerry Aboud, Mayor

Date: 12/7/10

Attest: 
Don Eubank, City Administrator

Date: 12-06-10

Transcribed by: 
Rebecca Petersen, Deputy City Recorder