

**STAYTON CITY COUNCIL
MEETING MINUTES
April 16, 2012**

CALL TO ORDER

7:00 p.m.

Mayor Vigil

FLAG SALUTE

ROLL CALL

Mayor Scott Vigil	Councilor Jennifer Niegel
Councilor Larry Emery	Councilor Henry Porter
Councilor James Loftus	Councilor Brian Quigley

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, excused
Rebecca Petersen, Deputy City Recorder

PRESENTATIONS/COMMENTS FROM THE PUBLIC

a. Tass Morrison: Ms. Morrison, president of the Stayton Public Library Foundation, presented the city with a contribution of \$25,000 to help supplement the library budget for the outreach storyteller position. Ms. Morrison said the foundation recognizes all the hard work that the elected officials and city staff have done to keep the library vibrant, with good services that help to elevate the literacy in the community. Ms. Morrison thanked Mayor Vigil for partnering with the foundation to showcase the very successful "Toast of Stayton" event.

ANNOUNCEMENTS

a. Additions to the Agenda: None.

CONSENT AGENDA

a. Council Meeting Minutes of April 02, 2012.

Motion: From Councilor Loftus, seconded by Councilor Emery, to adopt the consent calendar. **Motion passed:** 5:0.

PUBLIC HEARINGS – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

Tenth Avenue Bid Award

a. Staff Report: Mr. Kinney reviewed the staff memorandum and the scope of work proposed. Oregon Department of Transportation (ODOT) approved the changes to the scope of the work to finish placing curb up to Fern Ridge Road. Santiam Memorial Hospital Board of Directors approved the revised agreement for \$50,000 at a recent meeting.

b. Council Deliberation: Councilor Loftus asked what type of interruptions would there be on Fern Ridge and E. Jefferson, and how will the traffic flow be impacted. Mr. Kinney stated that one of the requirements of the bid was that a traffic control plan be submitted and approved before construction will commence. Mr. Kinney reviewed what the grant would pay for, what the city would pay for, and what the hospital would pay for. The total project cost will be approximately \$1.7 million overall. There have been some expenses in obtaining right-of-way donations and appraisals, engineering costs for the basic street and storm design, additional engineering costs for the new items being added to the project. Staff is hoping not to have to spend all of the inspection expense that's in the budget. The base contract of \$950,000 and all of the additional items are estimated to be \$259,000 at this point. There is also some street lighting work and power pole relocations with Pacific Power that will need to be completed if they are in a right-of-way. The overall project cost will be approximately 1.7 million, he said. Referring to the fee in the Street Fund Contribution of \$175,000, Councilor Quigley asked if the funds were from the Transportation Maintenance Fee. Mr. Kinney stated that a small amount was but most of the funds were from Gas Tax monies collected. Mr. Eubank stated letters were sent to property owners in the surrounding area of the project, inviting them to attend the Town Hall meeting on the 19th. Representatives from North Santiam Paving (NSP), Ron Bochsler, Principal, Bill Lulay, Engineer, Danny Lundy, Project Manager, H H P R will be present, along with Santiam Memorial Hospital staff to answer questions regarding the project.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Emery, to award the Tenth Avenue Area Improvement Project contract to North Santiam Paving Inc. in the amount of \$949,988.88. **Motion passed:** 5:0.

Motion: From Councilor Loftus, seconded by Councilor Quigley, to authorize the Mayor and City Administrator to execute a revised City/Hospital Agreement with Santiam Memorial Hospital. **Motion passed:** 5:0.

STAFF/COMMISSION REPORTS

Finance Director's Report – Christine Shaffer

a. Monthly Finance Department Report: Ms. Shaffer reviewed the monthly operating report. In response to a question regarding the water and sewer rate increase proposed for

July, Ms. Shaffer stated the City Council previously approved the increase. Councilor Porter stated recently he read an article in the Oregonian about a small community that was in financial trouble; and thanked Ms. Shaffer for being prudent with the city finances. Other councilors agreed that they too appreciated Ms. Shaffer being prudent with city funds.

Chief of Police's Report – Rich Sebens

- a. **Statistical Report for March 2012:** Chief Sebens stated there was a slight increase in numbers from previous months, and that a couple of arrests had been made in the recent burglaries. In response to a question from Councilor Loftus regarding motor vehicle recovery and where it was shown in the statistics, Chief Sebens stated he would obtain the information and get back to the Council with the answer. Councilor Emery asked if traffic accidents are happening at the same location. Chief Sebens stated it was at various locations and not just one. Councilor Porter stated the booming noises being heard in the middle of the night are goose guns being used to keep the fowl at bay. They're not actual guns but noise makers, he said.
- b. **CIT Update:** Chief Sebens reviewed the Crisis Intervention Training (CIT) classes he recently attended, the benefits of the training, and stated that Stayton Police Department was the first agency in Marion County to have sent all of their officers through the nationally recognized program.

Director of Planning & Development – Dan Fleishman

- a. **Comprehensive Plan Committee Update re: Systems Development Charges:** Mr. Fleishman reviewed the staff memorandum included in the packet materials. Last winter the Council asked the committee to look at the issue of SDCs. The Committee's concerns were that the growth rates used in the adopted master plans are too high, and that the SDC schedule needs to be updated to reflect accurate costs and depreciation of existing investments. When master plans were written in the early 2000s, too high of a growth rate figure was used. Since the City has completed a number of capital improvement projects, its time to look at what was actually spent and adjust the fees accordingly, and to shift between a reimbursement fee and an improvement fee, he said. Mr. Fleishman reviewed projects not likely to be constructed before 2030. By adjusting the population projections there is a need to purchase less acreage than what the parks plan projected.
- b. **Council Deliberation:** In response to a question regarding the shift in 2007 to using average traffic generation, Mr. Fleishman stated that was a policy decision by the City and its impact varied by different types of land use.

Councilor Loftus stated it appeared that different population projections were used when calculating the SDCs. Mr. Fleishman stated the various consultants that produced the master plans used different growth rates, and it is the master plans that determine the projects that are included in the SDC schedule. Mr. Fleishman stated that the City should be using the same growth rate, as is determined in the Comprehensive Plan.

Councilor Emery asked if SDCs paid by developers in a certain area covers only projects in that area. Mr. Fleishman stated all the funds collected for SDCs go into the SDC fund. When a project is built and SDC funds are used, the remaining funds would then be available for the next project no matter where it is located in the city.

c. Council Decision:

Motion: From Councilor Loftus, seconded by Councilor Niegel, to proceed with moving forward on the evaluation of the SDCs/Comprehensive Plan recommendations.

Discussion: Referring to page 1 of the SDC Analysis, Councilor Quigley asked what the City's responsibility would be for build out of the Urban Growth Boundary (UGB). Mr. Fleishman stated under state law the City is responsible for planning for the build-out of the UGB. The City established the UGB sometime in the mid-1970s, and over the past 20 years has annexed approximately 250 acres of land into the city limits, 20% of which was Riverfront Park. The City has an additional 1300 acres of unannexed land within the City's UGB. Instead of a 20-year supply of land, the City currently has an inventory for approximately 80 to 90 years. When the City drew the UGB line around the City they were very optimistic as to how the City would be growing and planned for more growth than what actually took place. It is not reasonable to be collecting SDCs for projects that are so far off in the future as there would be no benefit to those paying for them.

Motion passed: 5:0.

Public Works Director's Report – Dave Kinney

- a. **March 2012 Monthly Operating Report:** Mr. Kinney reviewed the monthly operating report.

Pool Manager – Rebekah Meeks

- a. **March 2012 Monthly Operating Report:** Ms. Meeks stated all is well at the pool and they are gearing up for swim lessons.

Library Director's Report – Louise Meyers

- a. **March 2012 Monthly Activities/Statistics:** Ms. Meyers stated things are rolling along at the Library, they finishing up with the AARP tax prep, and 300 individuals were helped. Recently Library staff was notified that a video produced by local youth (Rachel Gries and Meghan Loftus) along with the help of library staff, were nominated for an award. They created Oregon's winning video for the 2012 CSLP Teen Summer Winning Video Challenge!

PRESENTATIONS/COMMENTS FROM THE PUBLIC – None.

BUSINESS FROM THE CITY ADMINISTRATOR

- a. **Town Hall Reminder:** Mr. Eubank reminded everyone of the upcoming Town Hall Meeting April 19th, Santiam Memorial Hospital, 6:30 pm – 8:00 pm.

BUSINESS FROM THE MAYOR – None.

BUSINESS FROM THE COUNCIL

- a. **Traffic Flow Issues at Wilco:** Councilor Emery asked what the status of the traffic congestion situation at the Wilco gas station was. Mr. Eubank stated that he and staff were planning on meeting with the new owners of the gas station the very next day, to discuss the traffic flow in and out of the gas lanes.

- b. **Garbage Franchise Rules for Recycling:** Councilor Emery stated that his recycling schedule was changed by Allied Waste, and that if they were going to change their schedule it should cost them more.

ADJOURN

There being no further business, the meeting was adjourned at 8:30 pm.

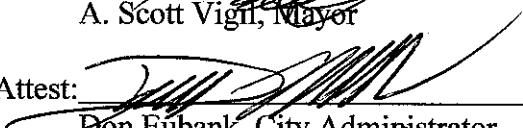
APPROVED BY THE STAYTON CITY COUNCIL this 7th day of May 2012, by a 5:0 VOTE OF THE STAYTON CITY COUNCIL.

CITY OF STAYTON

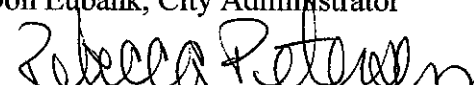
Date: 5-8-12

By: 
A. Scott Vigil, Mayor

Date: 5-8-12

Attest: 
Don Eubank, City Administrator

Date: 05/08/2012

Transcribed by: 
Rebecca Petersen, Deputy City Recorder