

**City of Stayton  
City Council Minutes  
April 20, 2020**

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

**Time Start:** 7:03 P.M.

**Time End:** 8:08 P.M.

**COUNCIL MEETING ATTENDANCE LOG**

| COUNCIL   | STAYTON STAFF  |
|---|--|
| Mayor Henry Porter (via Zoom)                       | Alissa Angelo, Administrative Services Manager               |
| Councilor Paige Hook (joined via Zoom at 7:06 p.m.) | Keith Campbell, City Manager                                 |
| Councilor Ben McDonald (via Zoom)                   | Dan Fleishman, Director of Planning & Development (via Zoom) |
| Councilor Christopher Molin (via Zoom)              | David Frisendahl, Police Chief                               |
| Councilor Jordan Ohrt (via Zoom)                    | Lance Ludwick, Public Works Director (via Zoom)              |
| Councilor David Patty (via Zoom)                    | Janna Moser, Library Director (via Zoom)                     |
|   | Susannah Sbragia, Finance Director (via Zoom)                |

| AGENDA  | ACTIONS  |
|---|--|
| <b>TELECONFERENCE MEETING</b>   |  |
| <b>Consent Agenda</b><br>a. April 6, 2020 City Council Minutes  | Motion from Councilor Ohrt, seconded by Councilor Molin, to approve the consent agenda as presented. <b>Motion passed 4:0.</b><br><br>Councilor Hook joined via Zoom at 7:06 p.m.  |
| <b>Public Hearing</b>   | None.  |
| <b>General Business</b><br><b>Resolution No. 1004, Adopting the City of Stayton Employee Handbook and Repealing Resolutions Related to the Previous Personnel Manual</b><br>a. Staff Report – Alissa Angelo<br><br>b. Council Discussion<br><br>c. Council Decision | Ms. Angelo reviewed the staff report.<br><br>Council discussion on changes and employee review.<br><br>Motion from Councilor Hook, seconded by Councilor Patty, to approve the document as presented with a one week review period for employees and a one week period for staff and the legal team to respond to employees.<br><br>Councilor Hook amended her motion to state Resolution No. 1004 be modified to include the language “a one week review period for employees and a one week period for staff and the legal team to respond to employees prior to adoption.”<br><br>After brief discussion with staff, Councilor Hook rescinded |

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| <p><b>Council Goals Update</b></p> <p>a. Staff Report – Keith Campbell</p> <p>b. Council Discussion</p><br><p><b>Emergency Management Equipment Update</b></p> <p>a. Staff Report – Lance Ludwick</p> <p>b. Council Discussion</p><br><p><b>Budget to Actual 2019-20 Fiscal Year as of March 31, 2020</b></p> <p>a. Staff Report – Susannah Sbragia</p> <p>b. Council Discussion</p> | <p>her amendment and motion.</p> <p>Through a consensus of the Council (in favor were Councilor Ohrt, Councilor Hook, and Councilor Patty), staff was directed to share the document with City employees for review prior to adoption and request the City Attorney respond to any employee questions.</p> <p>The Resolution will be brought back before the Council at their May 18<sup>th</sup> meeting.</p> <p>Mr. Campbell reviewed the status of Council Goals.</p> <p>Brief Council discussion.</p> <p>Mr. Ludwick provided an update on Emergency Management Equipment.</p> <p>Council discussion on Emergency Management.</p> <p>Ms. Sbragia provided a review of her staff report.</p> <p>Brief Council discussion.</p> |
| <p><b>Communications from Mayor and Councilors</b></p>   | <p>Council discussion on the community and response to the COVID-19 pandemic.</p>  |

APPROVED BY THE STAYTON CITY COUNCIL THIS 18<sup>TH</sup> DAY OF MAY 2020, BY A 4:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 5/20/20

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

Date: 5/20/20

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

Date: 5/19/20

Transcribed by: Alissa Angelo  
Alissa Angelo, Administrative Services Manager