

**City of Stayton
City Council Meeting Action Minutes
January 17, 2017**

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

Time Start: 7:00 P.M.

Time End: 7:56 P.M.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	STAYTON STAFF
Mayor Henry Porter	Alissa Angelo, Deputy City Recorder
Councilor Priscilla Glidewell (joined at 7:03 p.m.)	Keith Campbell, City Administrator
Councilor Mark Kronquist	Dan Fleishman, Director of Planning & Development
Councilor Jennifer Niegel (excused)	Charles Button, Police Lieutenant
Councilor Brian Quigley	Lance Ludwick, Public Works Director
Councilor Joe Usselman	Janna Moser, Library Director

AGENDA	ACTIONS
REGULAR MEETING	
Announcements	
a. Additions to the Agenda	None.
b. Declaration of Ex Parte Contacts, Conflict of Interest, Bias, etc.	None.
Presentations / Comments from the Public	None.
Consent Agenda	
a. January 3, 2017 City Council Minutes	Motion from Councilor Kronquist, seconded by Councilor Usselman, to accept the consent agenda. Motion passed 3:0 (Glidewell not present for vote).
Public Hearing	None.
Unfinished Business	None.
New Business	
Ordinance No. 1006, Amending System Development Charges Code	
a. Staff Report – Dan Fleishman	Mr. Fleishman reviewed the staff report.
b. Council Deliberation	Brief discussion of the Council regarding suggested changes.
c. Council Decision	Motion from Councilor Kronquist, seconded by Councilor Glidewell, to approve Ordinance No. 1006, as presented. Motion passed 4:0.
Billing and Collection Process Improvements	
a. Staff Report – Cindy Chauran	Associate Accountant Cindy Chauran provided a presentation about proposed changes to the utility billing and collection process.
b. Council Discussion	Questions and discussion from the Council on current process and how this will create efficiencies.

<p>Staff / Commission Reports Finance Department Report – Cindy Chauran & Elizabeth Baldwin a. December 2016 Monthly Finance Report</p> <p>Police Chief’s Report – Chief Rich Sebens a. December 2016 Statistical Report</p> <p>Public Works Director’s Report – Lance Ludwick a. December 2016 Operating Report</p> <p>Planning & Development Director’s Report – Dan Fleishman a. December 2016 Activities Report</p> <p>Library Director’s Report a. December 2016 Activities</p>	<p>No further discussion.</p> <p>No further discussion on the report. Lt. Button briefly spoke about the lock-out at Stayton High School earlier in the day and why it was put into place.</p> <p>No further discussion.</p> <p>No further discussion.</p> <p>Discussion of the upcoming author visit and Friends of the Library “Pop-Up Sale” this past weekend.</p>
<p>Presentations / Comments From the Public</p>	<p>None.</p>
<p>Business from the City Administrator</p>	<p>Mr. Campbell expressed condolences on behalf of the City of Stayton to the Reedy family who lost their daughter Emily in a tragic accident. Lisa Reed, Emily’s mother worked for the City of Sublimity. City of Stayton staff is assisting the City of Sublimity as needed.</p>
<p>Business from the Council</p>	<p>Councilor Quigley requested there be increased crosswalk enforcement at the crosswalk on First Avenue near the pet supply store.</p>
<p>Future Agenda Items – Monday, February 6, 2017 a. Marijuana Tax Penalty Ordinance b. Street Funding Presentation c. Charter Review</p>	

APPROVED BY THE STAYTON CITY COUNCIL THIS 6TH DAY OF FEBRUARY 2017, BY A 4:0 VOTE OF THE STAYTON CITY COUNCIL.

Date: 2/7/2017

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

Date: 2/7/2017

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

Date: 2/7/17

Transcribed by: Alissa Angelo
Alissa Angelo, Deputy City Recorder