



Harrisburg City Council Business Meeting Agenda
August 13, 2019
6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and
Charlotte Thomas
Meeting Location: Harrisburg Municipal Center - 354 Smith St.

PUBLIC NOTICES:

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *All matters on the Consent Agenda are considered routine and will be enacted by one motion. Any member of the public can request that a matter be removed from the Consent Agenda for discussion. It will then be discussed under the "Other" part of the meeting schedule.*
4. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
5. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
6. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
7. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655*

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

RESOLUTIONS

1. THE MATTER OF APPROVING FEES FOR THE RENTAL OF CITY FACILITIES, AND APPROVING RESOLUTION NO. 1219

STAFF REPORT:

Exhibit A: Amended Facility Use Form

Exhibit B: Resolution No. 1219

ACTION: MOTION TO APPROVE RESOLUTION NO. 1219, **“A RESOLUTION APPROVING AMENDMENTS TO THE CITY FEE SCHEDULE.”**

NEW BUSINESS

2. THE MATTER OF APPROVING A NEW LIQUOR LICENSE FOR CHANGKI SEAN HONG DOING BUSINESS AS EZ STOP MARKET AND DELI.

STAFF REPORT:

Exhibit A: Copy of Redacted Liquor License Application

ACTION: *I move to authorize the City Administrator or his designee to recommend that OLCC grant the new liquor license.*

3. THE MATTER OF CONSIDERING WHETHER TO CONTINUE WITH THE FARM LEASE AT THE WASTEWATER FACILITY

STAFF REPORT:

Exhibit A: 2013 Farm Lease Agreement

Exhibit B: 2019 Farm Lease Bid Invitation

ACTION: TBD

4. THE MATTER OF PROVIDING LAND USE PLANNING SERVICES

STAFF REPORT:

Exhibit A: None

ACTION: I move the City uses Branch Engineering for Land Use Planning Services.

5. THE MATTER OF RECRUITING A NEW CITY ADMINISTRATOR

STAFF REPORT:

Exhibit A: Personnel Committee Staff Report

Exhibit B: OCWCOG Recruitment Proposal

Exhibit C: City Administrator Recruitment Timeline

ACTION: MOTION TO:

- 1. HIRE AN INTERIM CITY ADMINISTRATOR -OR- APPOINT MICHELE ELDRIDGE TO ACT IN CAPACITY OF THE CITY ADMINISTRATOR.**
- 2. AUTHORIZE STAFF TO CONTRACT WITH OCWCOG FOR CITY ADMINISTRATOR RECRUITMENT SERVICES, IN AN AMOUNT NOT TO EXCEED \$5,000.**
- 3. ACCEPT THE TIMELINE FOR THE CITY ADMINISTRATOR RECRUITMENT SCHEDULE.**
- 4. APPROVE THE TOTAL CITY ADMINISTRATOR RECRUITMENT BUDGET TO NOT EXCEED \$10,000.**

OLD BUSINESS

6. THE MATTER OF CONTINUING A DISCUSSION REGARDING LAW ENFORCEMENT SERVICES FOR THE CITY OF HARRISBURG.

STAFF REPORT:

Exhibit A: Letter from Sheriff Yon

Exhibit B: Letter from Council President Mike Caughey

ACTION: TBD

CONSENT LIST: Consent list materials are included in the Council Packet. Approval of items on the consent list will be enacted in one motion. Any member of the public, or City Council, can ask for an item to be removed from the consent list for discussion during the 'Other' segment.

7. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: Payment Approval Report for July 2019

Exhibit B: Minutes of June 25, 2019

Exhibit C: Library Board Minutes for July 11, 2019

ACTION: Motion to approve the consent List

A motion to approve the consent list will approve the following:

The payment approval report for July 2019

The minutes of June 25, 2019

OTHER ITEMS

ADJOURN