



City Council Business Meeting Agenda
January 12, 2021
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*
8. *Meetings are held in a facility that is disinfected. Masks are required if there are 10 or more people in the room. Seating is set with 6' physical separation in mind.*
9. *If you wish to testify, and are unable to attend due to the Coronavirus Pandemic, please contact the City Recorder to be placed on a Conference Call list during the meeting.*

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

1. THE MATTER OF ADMINISTERING OATHS OF OFFICE AND APPOINTING A COUNCIL PRESIDENT

STAFF REPORT:

Exhibit A: None

ACTION: AFTER OATHS OF OFFICE ARE ADMINISTERED, COUNCIL MEMBERS WILL FILL OUT A BALLOT WITH THEIR CHOICE OF CANDIDATE FOR COUNCIL PRESIDENT

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

2. THE MATTER OF PUBLIC INPUT CONCERNING STATE OF OREGON COVID-19 BUSINESS RESTRICTIONS

STAFF REPORT:

Exhibit A: State Summary of Covid-19 Restrictions for Counties considered, "Extreme Risk"

ACTION: RECEIVE PUBLIC INPUT.

(MAYOR AND COUNCIL MAY WISH TO WAIVE 2-3 MINUTE LIMITATION IN 'COUNCIL RULES'.) THE NUMBER OF THOSE WHO MIGHT WISH TO TESTIFY ON THIS ISSUE IS NOT KNOWN AT THIS TIME, BUT IT COULD EXCEED TEN OR MORE.

LCSO REPORT

3. THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT:

Exhibit A: If the City Report and Contract Reports are provided to the City prior to when the agenda is compiled, the reports will be attached to this staff report.

ACTION: DISCUSSION ONLY

4. THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE

STAFF REPORT:

Exhibit A: If a report is provided to the City prior to when the agenda is compiled, the reports will be attached to this staff report.

ACTION: DISCUSSION ONLY

NEW BUSINESS

5. THE MATTER OF APPROVING A LIQUOR LICENSE FOR THE NEW OWNER OF AMERICAN MARKET

STAFF REPORT:

Exhibit A: Copy of Redacted Liquor License Application

ACTION: MOTION TO AUTHORIZE THE CITY ADMINISTRATOR OR HIS DESIGNEE TO RECOMMEND THAT THE OLCC APPROVE THE LIQUOR LICENSE FOR BIRAJ SHARMA KWINKEL, THE NEW OWNER OF AMERICAN MARKET.

6. THE MATTER OF APPROVING AN IGA WITH PSU FOR THE COMPENSATION AND BENEFIT ANALYSIS PROJECT

STAFF REPORT:

Exhibit A: Proposed IGA with PSU

ACTION: MOTION TO APPROVE THE IGA WITH PORTLAND STATE UNIVERSITY FOR A COMPENSATION AND BENEFIT ANALYSIS FOR FY 2021-2022

7. THE MATTER OF REVIEWING STAFF PROPOSALS FOR CITY ADMINISTRATOR RECRUITMENT

STAFF REPORT:

Exhibit A: Recruitment Schedule

Exhibit B: Recruitment Advertisement

Exhibit C: Recruitment Budget

Exhibit D: Recruitment Brochure

ACTION: NO ACTION REQUIRED. FOR COUNCIL REVIEW AND DIRECTION TO
STAFF

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.

8. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes for November 10, 2020

Exhibit B: City Council Minutes for December 8, 2020

Exhibit C: Payment Approval Report for December 2020

Exhibit D: Planning Commission Appointment

Exhibit E: Library Board Minutes for November 12, 2020

Exhibit F: Planning Commission Minutes for November 17, 2020

ACTION: Motion to approve the consent List

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

1. The City Council Minutes for November 10, and December 8, 2020
2. The Payment Approval Report for December 2020
3. The appointment of Rhonda Giles to the Planning Commission for a term ending December 31, 2024

CITY ADMINISTRATOR VERBAL REPORT

1. Zoning Code Update
2. City Tax Collections
3. Miscellaneous
4. External Electronic Device Reminder - Policy SignOff
5. Paper Vs. Electronic Packets
6. Verification of Email set up on new Fire Pads
7. Schedule new Council Picture/Individual Pictures
8. Bio Updates

OTHER ITEMS

ADJOURN