



City Council Business Meeting Agenda

July 25, 2023

6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Randy Klemm, Charlotte Thomas and Vacancy
Meeting Location: Harrisburg Municipal Center Located at 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 Lori Ross, at 541-995-6655*
8. *Masks are not required currently. The City asks that anyone running a fever, having an active cough or other respiratory issues, not to attend this meeting.*
9. *If you wish to testify, and are unable to attend due to health concerns, 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

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

1. THE MATTER OF ADMINISTERING OATH OF OFFICE FOR CINDY KNOX WITH A TERM ENDING DECEMBER 31, 2026

Exhibits: None

ACTION: NO ACTION

LCSO REPORT

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

STAFF REPORT:

Exhibit A: LCSO City Report June 2023

ACTION: DISCUSSION ONLY

3. THE MATTER OF REVIEWING THE 2ND QUARTER CRIME RESULTS FOR THE CITY OF HARRISBURG

STAFF REPORT:

Exhibit A: Harrisburg Crime Comparison 2nd Quarter

Exhibit B: LCSO Contract Cities Report for 2nd Quarter

ACTION: NO ACTION. INFORMATION ONLY

COBURG POLICE TRAFFIC ENFORCEMENT REPORT

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

STAFF REPORT:

Exhibit A: Coburg 2023 2nd Quarter Stats Report

ACTION: DISCUSSION ONLY

ORDINANCES

5. THE MATTER OF APPROVING ORDINANCE 998, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 18.50.150(3)”

STAFF REPORT:

Exhibit A: Staff Report from June 25, 2023

Exhibit B: Ordinance No. 998

ACTION: MOTION TO APPROVE ORDINANCE 998, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 18.50.150(3)”

NEW BUSINESS

6. THE MATTER OF APPROVING THE 3RD & 4TH QUARTER 2022/2023 EXPENSE REPORTS

STAFF REPORT:

Exhibit A: 3rd Quarter Expense Report Ending March 31, 2023

Exhibit B: 4th Quarter Expense Report Ending June 30, 2023

ACTION: MOTION TO APPROVE THE 3RD AND 4TH QUARTER 2022/2023 EXPENSE REPORTS

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 June 2023

Exhibit B: Appointment of Kristi Prozialeck to the Library Board

Exhibit C: Out of State Travel for Michele Eldridge

Exhibit D: Municipal Court Collections Report June 2023

Exhibit E: Municipal Court Citation Report June 2023

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

- **The Payment Approval Report for June 2023**

- **Appointment of Kristi Prozialeck to the Library Board with a term ending June 30, 2027**
- **Out of State Travel for Michele Eldridge to attend the NW Economic Development Course in Lacey Washington**

AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) WILL NOW BE OPENED TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED

- 8. THE MATTER OF APPROVING A 3-YEAR FRANCHISE AGREEMENT WITH BNSF FOR THE 4TH ST. - RAIL IMPROVEMENT PROJECT BY ADOPTING ORDINANCE NO. 999, “AN ORDINANCE RENEWING THE FRANCHISE OF THE BNSF RAILWAY COMPANY FOR THE PLACEMENT OF RAILWAY FACILITIES WITHIN THE CITY OF HARRISBURG, STATE OF OREGON, SUPERSEDING ORDINANCE NO.'S 798 AND 988, AND TO DECLARE AN EMERGENCY”**

STAFF REPORT:

Exhibit A: Staff Report of 05.09.23

Exhibit B: Draft Franchise Agreement

Exhibit C: MOU with BNSF

Exhibit D: Ordinance No. 999

ACTION: MOTION TO APPROVE ORDINANCE NO. 999, “AN ORDINANCE RENEWING THE FRANCHISE OF THE BNSF RAILWAY COMPANY FOR THE PLACEMENT OF RAILWAY FACILITIES WITHIN THE CITY OF HARRISBURG, STATE OF OREGON, SUPERSEDING ORDINANCE NO'S 798 AND 988, AND TO DECLARE AN EMERGENCY”

ALL DECISIONS MUST BE MADE IN A PUBLIC SESSION FOLLOWING THE EXECUTIVE SESSION

VERBAL REPORT: Discussions below should be limited to five minutes of conversation per topic. Topics of interest that require more than five minutes of conversation, should be moved to a future meeting where possible.

1. Eagle Park-Two more work parties left- Saturday August 19th and September 9th
2. National Night Out- Tuesday, August 1st
3. Harvest Festival 2023!

OTHER ITEMS

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