



City Council Business Meeting Agenda  
March 09, 2021  
6:30 PM

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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

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

**LCSO REPORT**

**RESOLUTIONS**

- 1. THE MATTER OF ADOPTING RESOLUTION NO. 1251 - TRANSFERRING FUNDS FROM CONTINGENCY TO PROFESSIONAL SERVICES AND GOVERNMENT SERVICES IN THE GENERAL FUND**

**STAFF REPORT:**

Exhibit A: Resolution No. 1251

**ACTION: MOTION FOR THE CITY OF HARRISBURG TO ADOPT RESOLUTION NO. 1251, "A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM CONTINGENCY TO CONTRACTED SERVICES AND GOVERNMENT SERVICES IN THE GENERAL FUND."**

**OLD BUSINESS**

- 2. THE MATTER OF APPROVING THE ADOPTION OF THE 2021-2026 STRATEGIC PLAN REPORT**

**STAFF REPORT:**

Exhibit A: Final Draft of the 2021-2026 Strategic Plan

**ACTION: MOTION TO APPROVE THE 2021-2026 STRATEGIC PLAN REPORT**

**NEW BUSINESS**

- 3. THE MATTER OF DISCUSSING AND APPROVING AN INDEPENDENT CONTRACTOR AGREEMENT WITH FORMER CITY ADMINISTRATOR JOHN HITT AND APPROVING/DENYING A PAYMENT OF PTO FROM HIS LEAVE BANK**

**STAFF REPORT:**

Exhibit A: Independent Contractor Agreement

**ACTION: MOTION TO APPROVE/AMEND THE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN THE CITY OF HARRISBURG AND**

**JOHN HITT, AND TO APPROVE/DENY THE REQUEST TO PAY \$1,938.56 IN PTO FROM JOHN HITT'S LEAVE BANK.**

**4. THE MATTER OF APPROVING THE CONSENT LIST**

**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.*

**STAFF REPORT:**

Exhibit A: City Council Minutes for January 26, 2021

Exhibit B: Payment Approval Report for February 2021

Exhibit C: Request to Update Key Bank Depository Certificate

Exhibit D: Request for Out of State Travel in May 2021

Exhibit E: 2021-2022 Budget Calendar (For Info only)

Exhibit F: Library Board Minutes for January 14, 2021

Exhibit G: Planning Commission Minutes for February 16, 2021

**ACTION: MOTION TO APPROVE THE CONSENT LIST**

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

**The City Council Minutes for January 26, 2021**

**The Payment Approval Report for February 2021**

**The update of the Key Bank Depository Certificate**

**The request for Out of State Travel for Cathy Nelson in May 2021**

**CITY ADMINISTRATOR VERBAL REPORT:**

**1. 2020 OPRD (OREGON PARKS AND RECREATION DEPT.) GRANT**

**2. 6TH PLACE WATER LINE REPLACEMENT**

**3. TGM (TRANSPORTATION GROWTH MANAGEMENT) GRANT - MAR 31, 2021**

**OTHER ITEMS**

**ADJOURN**