



Harrisburg City Council/Planning Commission Agenda

August 13, 2024 at 6:30 PM

Harrisburg Municipal Center Located at 354 Smith St

City Council and Planning Commission Members:

Robert Duncan, Mayor
Mike Caughey, Council President
Kim Downey
Robert Boese
Randy Klemm
Charlotte Thomas
Cindy Knox
Taylor Tatum, Youth Advisor

Todd Culver, Chairperson
Jeremy Moritz, Vice-Chairperson
Rhonda Giles
Kurt Kayner
Kent Wullenwaber
Susan Jackson
Joe Neely
Nolan Malpass, Youth Advisor

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 this 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.)

NEW BUSINESS

- 1. THE MATTER OF REVIEWING A REPORT FOR THE TRANSPORTATION SYSTEM PLAN SYSTEM IMPROVEMENTS AS PROVIDED BY CONSULTANTS PARAMETRIX AND ODOT REPRESENTATIVE DAVID HELTON.**

STAFF REPORT:

Exhibit A: Harrisburg TSP System Improvement Reports

ACTION: REVIEW AND DISCUSSION

The Harrisburg City Council/Planning Commission Meeting will recess at this time to prepare for the City Council Meeting.

- 2. THE MATTER OF FORMALLY ADOPTING INTERNAL POLICY NO. HIP 23-4.01, AND THE REVISED JOB DESCRIPTION FOR THE PUBLIC WORKS DIRECTOR**

STAFF REPORT:

Exhibit A: HIP 23-4.01

Exhibit B: Revised Job Description

ACTION: MOTION TO FORMALLY APPROVE HARRISBURG INTERNAL POLICY (HIP) 23-4.01 AND THE REVISED JOB DESCRIPTION FOR THE PUBLIC WORKS DIRECTOR

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.

- 3. THE MATTER OF APPROVING THE CONSENT LIST**

STAFF REPORT:

Exhibit A: City Council Minutes for June 11, 2024

Exhibit B: Payment Approval Report for June 2024

Exhibit C: Planning Commission Minutes for July 18, 2024

Exhibit D: Municipal Court Collections Report June 2024

Exhibit E: Municipal Court Citation Report June 2024

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

Minutes from the June 11, 2024 City Council Meeting

The Payment Approval Report for June 2024

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.

- Water Bond Project
- 6th Street Improvement P
- City-Wide Garage Sale
- Pacific Northwest Marathon

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