



City Council Business Meeting Agenda  
December 19, 2023  
6:30 PM

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Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Randy Klemm, Charlotte Thomas  
and Cindy Knox  
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.)

**LCSO REPORT**

- 1. THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE**

**STAFF REPORT:**

Exhibit A: LCSO City Report October 2023 (The report is not included in this packet. You may access it by clicking this [link](#) or review the November 14, 2023 packet.

Exhibit B: LCSO City Report November 2023

**ACTION: DISCUSSION ONLY**

**ORDINANCES**

- 2. THE MATTER OF ALLOWING A CORRECTION TO THE HARRISBURG DEVELOPMENT CODE BY APPROVING ORDINANCE NO. 1000, “AN ORDINANCE CORRECTING HARRISBURG MUNICIPAL CODE 18.75 AND 18.80”**

**STAFF REPORT:**

Exhibit A: Planning Commission Staff Report

Exhibit B: Ordinance No.1000

**ACTION: MOTION TO APPROVE ORDINANCE NO. 1000, “AN ORDINANCE CORRECTING HARRISBURG MUNICIPAL CODE 18.75 AND 18.80”**

- 3. THE MATTER OF DEDICATING OLD RESERVE STRIPS BY APPROVING ORDINANCE NO. 1001, “AN ORDINANCE DEDICATING VARIOUS RESERVE STRIPS IN THE CITY OF HARRISBURG”, AND REQUESTING THEIR TRANSFER FROM LINN COUNTY**

**STAFF REPORT:**

Exhibit A: Reserve Strip Spreadsheet

Exhibit B: Ordinance No. 1001

**ACTION: MOTION TO APPROVE ORDINANCE NO. 1001, “AN ORDINANCE DEDICATING VARIOUS RESERVE STRIPS IN THE CITY OF HARRISBURG”, AND TO FORMALLY REQUEST THE TRANSFER OF THE RESERVE STRIPS FROM LINN COUNTY TO THE CITY OF HARRISBURG**

**RESOLUTIONS**

- 4. THE MATTER OF ADOPTING RESOLUTION NO. 1284, IN ORDER TO PROVIDE SUPPORT IN THE EFFORTS OF THE COMMUNITY SERVICES CONSORTIUM TO FORM A TRI-COUNTY CONTINUUM OF CARE ORGANIZATION**

**STAFF REPORT:**

Exhibit A: Resolution No. 1284

**ACTION: MOTION TO APPROVE RESOLUTION NO. 1284, "A RESOLUTION IN SUPPORT OF ESTABLISHING A CONTINUUM OF CARE FOR THE LINN, BENTON AND LINCOLN COUNTIES REGION AND REGISTERING WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN 2024"**

**NEW BUSINESS**

- 5. THE MATTER OF A PROPOSAL TO MODIFY THE CURRENT SOLID WASTE FRANCHISE RATE FOR REPUBLIC SERVICES, TO REFLECT A 1% INCREASE TO CURRENT RATES, BASED ON THE RATE REFUSE INDEX**

**STAFF REPORT:**

Exhibit A: Packet and Letter from Republic Services

**ACTION: TBD – RETURN WITH A RESOLUTION IN JANUARY**

- 6. THE MATTER OF APPOINTING JEREMY MORITZ AND JOE NEELY TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2027**

**STAFF REPORT:**

Exhibit A: Application for Jeremy Moritz & Joe Neely

**ACTION: MOTION TO APPOINT JEREMY MORITZ & JOE NEELY TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2027**

- 7. THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBERS TO A TERM ENDING DECEMBER 31, 2026**

**STAFF REPORT:**

Exhibit A: Applications for Barb Shipley, William Percell, Marilyn Pollard and Travis Walker

**MAYOR ACTION:** I, MAYOR ROBERT DUNCAN, APPOINT BARB SHIPLEY, WILLIAM PERCELL, MARILYN POLLARD, AND TRAVIS WALKER TO SERVE ON THE BUDGET COMMITTEE FOR THREE YEAR TERMS SET TO EXPIRE ON DECEMBER 31, 2026

**8. THE MATTER OF INITIAL STEPS TO START PLANNING THE 2025-2029 STRATEGIC PLAN**

**STAFF REPORT:**

Exhibit A: The current Strategic Plan is available on the website by following this [link](#).

**ACTION: NO ACTION AT THIS TIME**

**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.

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

**STAFF REPORT:**

Exhibit A: City Council Minutes for November 14, 2023

Exhibit B: Payment Approval Report for November 2023

Exhibit C: Planning Commission Minutes for October 17 and November 21, 2023

Exhibit D: Municipal Court Collections Report November 2023

Exhibit E: Municipal Court Citation Report November 2023

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

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

**Minutes from the November 14, 2023 City Council Meeting**

**The Payment Approval Report for November 2023**

**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.

- City Attorney-RFP
- City Position Vacancy
- Budget Committee Vacancies

**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 PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED**

**10. THE MATTER OF HOLDING AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) TO DISCUSS A FRANCHISE AGREEMENT**

**STAFF REPORT:**

Exhibit A: Ordinance No. 999

Exhibit B: Notice

**ACTION: TBD**

**OTHER ITEMS**

**ADJOURN**