



## Harrisburg City Council Business Meeting Minutes December 14, 2021

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Chairperson:	Robert Duncan
Vice Chairperson:	Mike Caughey
Members Present:	Kimberly Downey, Adam Keaton, and Randy Klemm
Members Absent:	Robert Boese and Charlotte Thomas
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer Cathy Nelson and City Recorder Lori Ross
Meeting Location:	Harrisburg Municipal Center Located at 354 Smith St

**CALL TO ORDER AND ROLL CALL BY CHAIRPERSON ROBERT DUNCAN** at the hour of 6:32pm

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** All in attendance were there for items on the agenda.

### **THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE**

**STAFF REPORT:** Captain Miller presented the stats for November 2021. Some of the highlights included a local bar break-in where an arrest was made. There has been an increase in stolen vehicles in Linn County, and she gave a friendly reminder for residents to lock cars when warming up and to not leave valuables in vehicles. Currently LCSO has several changes going on, starting with the new Sheriff and Undersheriff in January.

- Captain Miller informed Council that LCSO partnered with the Salvation Army's Christmas Tree Program. They held a gift basket silent auction and raised \$3,000 plus an anonymous donation for a total of \$8,000.
- Downey asked if there was restitution available for victims regarding the "porch bandits"? Captain Miller replied that if the resident files a report, and they prosecute, the victims can advocate for restitution, and it's usually requested by the court.
- Downey asked if camera's assist LCSO with finding offenders. Captain Miller responded yes, and if they don't recognize the person, they spread the word to City Hall, nearby cities, correction officers and other deputies.

**THE MATTER OF APPROVING ORDINANCE NO. 980, "AN ORDINANCE RENEWING THE FRANCHISE AGREEMENT BETWEEN THE CITY OF HARRISBURG AND QWEST CORPORATION DBA CENTURYLINK QC, FOR THE PLACEMENT OF COMMUNICATION FACILITIES WITHIN THE CITY OF HARRISBURG, REPEALING ORDINANCE NO. 883, AND ESTABLISHING AN EFFECTIVE DATE."**

**STAFF REPORT:** Eldridge stated this ordinance was turned over to the City Attorney who added substance to the agreement. They upgraded the insurance requirements and negotiated specified certain actions in relation to the termination or abandonment of the franchise. Eldridge presented an updated ordinance (**Addendum 1**) to Council and noted some format changes as well including the Mayor's signature, instead of the City Administrator.

- Keaton asked about Qwest changing the word "shall to may" in the co-location section.
- Eldridge stated that when she spoke with the City Attorney, they felt it would still be applicable.
- Keaton felt, based on their comments, that Qwest is saying they don't have the authority to enforce a "shall".
- Scholz commented that Qwest they subcontract out and have no say. The City can't place that stipulation on their subcontractor.
- Mayor Duncan asked if we are able to remove the "may" and add "shall"? Eldridge replied that we could add the comment that we don't agree with the revision and request "shall, but they could come back to us then with another comment.
- Keaton asked if it would be helpful and Scholz replied, no because the City isn't going to have the legality to go after their subcontractors. Scholz replied that we tell the utilities when they can work in our right of way, they don't tell us. The fill out and submit a right of way permit which is then approved. If the City is opening up a section, we inform the utility, that if they are going to be performing work in that area, within a five-year period, that they need to perform the work now. If the utility is working in the ROW, the City has the authority to co-locate if needed.
- Klemm would just like the opportunity presented to work in the section should it arise.
- Scholz added that depending on the company, most are going to bore. If a dry utility was to cut on 4<sup>th</sup> St, the City would take an opportunity to drop a water line and cap for the future and that lines says he can do that. He felt that that section is a possibility, but not probable.
- Keaton stated that he felt it made more sense now.
  - **Klemm motioned to approve Ordinance No. 980, "An Ordinance Renewing the Franchise Agreement between the City of Harrisburg and Qwest Corporation DBA CenturyLink QC, for the placement of Communication Facilities within the City of Harrisburg, repealing Ordinance No. 883, and establishing and effective date as amended and was seconded by Keaton. The City Council then voted unanimously to approve Ordinance No. 980, "An Ordinance Renewing the Franchise Agreement between the City of Harrisburg and Qwest Corporation DBA CenturyLink QC.**

**THE MATTER OF REPLACING THE READER BOARD**

**STAFF REPORT:** Eldridge spoke with Cobalt about purchasing a new reader board that would be more useful to the City. One company was found in Florida, and they provided the City with a quote, close to \$10,000 that didn't include installation or shipping. Steve Church found an American company named Daktronics. A presentative provided the City with quotes as shown on pages 61-63. The current location for the reader board, is behind the guard rail in the ODOT right of way. If the City replaces the board in the same location, it would need to be moved backwards,

so we don't need approval with ODOT. Scholz suggested of placing the reader board in front of the water tank. **Addendum 2** shows pictures of two different size reader boards and available resolutions. Eldridge asked Council if they prefer the previous location or would like to relocate it.

- Downey didn't know if she liked the idea about seeing the sign just as you're leaving town.
- Caughey stated that viewing time has always been an issue.
- Scholz didn't know if there was a location that would offer more time and mentioned placing a double sign on an easement located on the Church's property.
- Downey thought if we offered some incentive, like mowing the field, maybe they would be willing.
- Eldridge informed Council that the double-sided board will be more expensive. She did speak with EAS Signs, and they can give us a cheaper price for demolishing the current sign. She will check on getting a quote for a double-sided board and bring it back at a future meeting. She informed Council that the insurance will reimburse, around \$17,000 as well as the restitution from the defendant. If we are looking at a higher cost, there are funds available in ARPA Funds. We could also use Community and Economic Development Funds. She asked Council if they would like her to look into monument type signs. She will reach out to the Church before the next meeting.
- Klemm asked if the driver's insurance has accepted responsibility for the claim. Ross commented that CIS has contacted the company and we are just waiting to submit quotes.
- Caughey asked about having power installed. Eldridge thought that wouldn't be a problem. Scholz replied that we could look at the panel for the Church and see if we could add a breaker and then run power out to the sign.

#### **THE MATTER OF APPROVING THE 1ST QUARTER 2021/2022 EXPENSE REPORT**

**STAFF REPORT:** Nelson commented that the General Fund, Resources/Revenues, show taxes are 78% and City is at 92% due to the majority of taxes coming in November and December. License and permits are over 100% and the interfund transfer will happen the last day of the fiscal year. The investment revenue keeps dropping the percentages and we have no control.

- Klemm asked about the personnel expenditures being at 26% and Nelson replied that it's due to salary staff receiving their administrative bonus on November 1st.
  - **Klemm motioned to approve the 1<sup>st</sup> Quarter 2021/2022 Expense Report and was seconded by Downey. City Council voted unanimously to approve the 1<sup>st</sup> Quarter 2021/2022 Expense Report.**

#### **THE MATTER OF APPOINTING SUSAN JACKSON AND KENT WULLENWABER TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2025**

- **Klemm motioned to appoint Susan Jackson and Kent Wullenwaber to the Planning Commission for a term ending December 31, 2025 and was seconded by Downey. City Council then voted unanimously to appoint Susan Jackson and Kent Wullenwaber to the Planning Commission.**

#### **THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBERS TO A TERM ENDING DECEMBER 31, 2024**

- **Mayor Duncan appointed Amanda Green and Raande Loshbaugh to serve on the Budget Committee for three-year terms set to expire on December 31, 2024.**

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### THE MATTER OF APPROVING THE CONSENT LIST

- Downey **motioned to approve the Consent List and was seconded by Klemm. City Council then voted unanimously to approve the Consent List. The motion to approve the Consent List approved the following:**
  - Harrisburg City Council Minutes for September 14, 2021
  - The Payment Approval Report for November 2021

### CITY ADMINISTRATORS VERBAL REPORT

- **TAX REVENUES:** No discussion was given as it was already addressed this evening.
- **LAW ENFORCEMENT:** Eldridge addressed the Law Enforcement Survey (**Addendum 3**) and asked Council if they wanted to change or add anything.
  - Mayor Duncan would like to inform the Citizens how much money overall, the City is paying for law enforcement.
  - Klemm would like to ask if residents would like to have our own police force with an additional cost to citizens.
  - Caughey would like to ask if citizens, themselves, are willing to pay for additional coverage?
  - Keaton stated this might be useful to get reactions and suggested having a presentation with questions and answers after.
  - Scholz feels it's overly complicated and suggested straight forward questions. Keaton agreed.
  - Downey stated the purpose of this survey is to find out what the citizens want. She thinks #3 should be omitted and suggested changing the wording of #1.
  - Keaton suggested mentioning the next Ad-Hoc Meeting and to invite concerned residents to appear.
  - Eldridge added that she would simplify #2 and that the suggested changes will be available on the City website and will go out in this month's utility bill.
- **STRATEGIC PLAN:** To be reviewed by Council in January.
- **OTHER ITEMS:**
  - Mayor Duncan asked Councilors, who were not present for the Ad-Hoc Committee Meetings to look at the agenda packets, and to review the charts provided regarding the cost associated with law enforcement.

**ADJOURN at the hour of 7:49pm. The HRA Board Meeting to follow immediately.**

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Mayor

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City Recorder