



City Council Minutes August 11, 2026

Mayor:	Robert Duncan, Presiding
Council President:	Mike Caughey, Present
Councilors Present:	Randy Klemm, Cindy Knox, Dana Henry and Jeremy Moritz
Councilors Absent:	Kim Downey (Excused)
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Director/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Administrator Lori Ross
Meeting Location:	Harrisburg Municipal Center Located at 354 Smith St

The Pledge of Allegiance was led by Mayor Robert Duncan

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:32pm.

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

Before the first matter on the agenda, Councilor Klemm took a moment to address Council at his final meeting, stating it was a privilege and a pleasure to serve Harrisburg. Mayor Duncan read a few quotes for Klemm and added, along with all Council members, it was an honor to serve on City Council with him.

Council also acknowledged Ross for her 20 years of service to the City of Harrisburg.

THE MATTER OF APPROVING ORDINANCE NO. 1015, "AN ORDINANCE RENEWING THE FRANCHISE OF BNSF RAILWAY COMPANY FOR THE PLACEMENT OF RAILWAY FACILITIES WITHIN THE CITY OF HARRISBURG, STATE OF OREGON, SUPERSEDING ORDINANCE NO'S. 798, 988 AND 999, AND TO DECLARE AN EMERGENCY": Eldridge

informed Council that City Attorney Sean Kidd, has completed the process, and the City now has an agreement with BNSF that needs ratification from City Council. Eldridge addressed the following:

- The City has received a deposit of \$62,500 and the remainder of the \$125,000, one-time payment, will be paid next year.
- On page 8, BNSF agrees they will be responsible for the cost of the project, and the project will be of no cost to the residents.
- On pages 8-9, the 2-year timeline is outlined and the acknowledgement of a possible extension due to circumstances beyond BNSF's control.
- Eldridge informed Council the City received \$13,599 for the 2026 franchise fees instead of the \$20,000 as previously indicated to Council. Nelson apologized to Council for the misinformation.
- Eldridge added that Kidd, Mayor Duncan and herself, chose to process the agreement quickly to enable a timely notification to both utilities and to residents on 4th St.
- Eldridge added that the City requested the agreement state they would be working with BNSF exclusively, which is not included. Kidd felt it wasn't necessary as long as the work was completed in the manner agreed to.
- On page 11, BNSF agrees to convey the park to the City, however, the City could choose not to take ownership pending the results of the environmental assessment.
- Henry inquired about page 11, and why the \$125,000 is stated as a one-time payment if it was split into two. Henry then asked if we had it in writing somewhere to ensure we would receive it. Eldridge to inquire with Kidd.
- Henry noted that as per the 2023 Franchise Agreement, the franchise fee was \$13,000 in 2023 with a 3% increase due annually. Henry then added that the City should have received \$20,000 effective 2026. Eldridge stated the \$20,000 would begin the 3rd year of this new agreement, in 2029.
- Mayor Duncan commented that BNSF will be paying in full for the project, and that he doesn't want to risk moving forward over a \$6,000 difference annually.
- Caughey referred to page 8, section 3.1 and the wording of 'reconstruct' and felt it should be 'construct' due to the street not having any curb/gutters or sidewalks. Scholz stated that 'reconstruct' is a common construction term.
- Klemm referred to page 9, and the circumstances that could impact the completion of the project and was concerned about a possible delay due to grants. Eldridge stated that all grants, which are federal grants, have already been applied for. Eldridge suggested stating something in the Construction Maintenance and Agreement (C&M). Klemm would like the City to be in charge of the grants for this project.
- Scholz voiced his disappointment that PNWR's name was mentioned in the agreement.
- Resident Donna Duncan stated there should be no place in the contract for PNWR. Eldridge commented that the C&M will be a place to add who we deal with and work with.
- Resident Kay Barnett stated she felt uneasy about the contract and added that if it's not in the contract it doesn't exist.
- Eldridge reminded Council that we already have a legal agreement in place that needs to be ratified and then we can have Kidd fix our concerns. Eldridge reminded Council the engineer walkthrough is August 26th; the 4th St Residents meeting will be held September 17th (**Addendum 1**) and the 2nd meeting, a Town Hall meeting, will be October 7th.
- 4th St resident Brian Shaddy voiced his frustration with having no say in the project and feels the City hid behind Executive Sessions. Eldridge pointed out that BNSF is paying for the entire project, and the design is still being agreed to. Mayor Duncan added that

the process the City followed was the legal and ethical way of handling this project. (Shaddy left the meeting angry) Scholz added the City has to follow transit design standards, so residents are not able to have input on the design.

- Eldridge noted the following suggested changes to the agreement:
 - Section 3.1, change 'reconstruct' to construct'.
 - Section 5.1, specify the language for the franchise fee to be better written and clearer.
 - Section 5.2, change PNWR in terms of the Franchise Agreement.
- Henry **motioned to ratify as *amended* and further approve Ordinance No. 1015, "AN ORDINANCE RENEWING THE FRANCHISE OF BNSF RAILWAY COMPANY FOR THE PLACEMENT OF RAILWAY FACILITIES WITHIN THE CITY OF HARRISBURG, STATE OF OREGON, SUPERSEDING ORDINANCE NO'S. 798, 988 AND 999, AND TO DECLARE AN EMERGENCY"** and was **seconded by Klemm. The motion passed unanimously by a vote of 5-0.** (Yes: Henry, Klemm, Caughey, Knox and Moritz. No: None.)

THE MATTER OF APPROVING THE 4TH QUARTER 2025/2026 EXPENSE REPORT: Nelson referred to page 18 of the agenda pointing out the revenues that finished under what was budgeted for. Nelson added the Intergovernmental Revue shortage was due to not receiving grants and the Taxes shortage was due to the HRA Fund being underpaid in 2024-2025 reducing the City's portion this fiscal year by \$110,000.

- Henry **motioned to approve the 4th Quarter 2025/2026 Expense Report and was seconded by Klemm. The motion passed unanimously by a vote of 5-0.** (Yes: Henry, Klemm, Caughey, Knox and Moritz. No: None.)

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO SIGN AN ADDENDUM TO THE CITY OF HARRISBURG CITY ENGINEERING SERVICES CONTRACT: Eldridge recommended not making any changes to the contract at this time. Eldridge referred to **Addendum 2** which shows the new rates. Henry pointed out the contract ending year on page 44, as June 30, 2029. Staff discussed and recommended amending to July 31, 2029, to account for the August 1, 2026, effective date.

- Klemm **motioned to authorize the City Administrator to sign the contract on behalf of the City of Harrisburg as *amended* and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Klemm, Caughey, Knox, Henry, and Moritz. No: None.)

THE MATTER OF DISCUSSING PANHANDLING IN THE CITY OF HARRISBURG: Eldridge reviewed the staff report then referred to page 49, showing the City of Albany's ordinance regarding panhandling.

- Henry thinks this particular person is not a problem, and it doesn't constitute the cost involved and would like to leave the code as is.
- Klemm agrees with Henry.
- Mayor Duncan thinks we need to protect our citizens and noted that handing something to someone on the highway is dangerous.
- Scholz informed Council that signs stating the code would not be able to be placed on the highway as per ODOT.
- *The consensus was to not move forward with an ordinance at this time.*

THE MATTER OF APPROVING THE CONSENT LIST: Nelson informed Council that Librarian Pelkey was awarded a grant for her out-of-state travel which included paying for staff to work while she's attending the conference. No comments or concerns.

- Klemm **motioned to approve the consent list, as presented and was seconded by Henry. The motion passed unanimously by a vote of 5-0.** (Yes: Klemm, Henry, Caughey, Knox, and Moritz. No: None.) A motion to approve the consent list approved the following:
 - **The City Council Minutes for June 9, 2026; June 23, 2026 & July 28, 2026**
 - **The Payment Approval Report for July 2026**
 - **Out of State Travel for Mandy Pelkey to attend the IMLS Conference in Reno, Nevada**

CITY ADMINISTRATOR VERBAL REPORT:

- Eldridge thanked everyone for attending National Night Out adding there were about 225 meals served.
- The last Summer Sounds concert of the season had about 440 attendees.
- The Harvest Festival had about 2,6000 attendees with 21 vendors and over 30 pullers.
- Eldridge informed Council that Republic Services was not happy with the clean-up event this year and is suggesting some changes for next year. She will be responding with an email this week. Eldridge added the possibility of having the volunteer firefighters assist next year with a donation.

OTHERS:

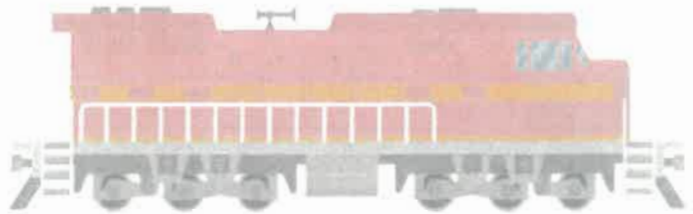
- Scholz informed Council the Rectangular Rapid Flashing Beacon (RRFB) project has been halted by ODOT due to a corner of the ADA ramp being chipped.
- Scholz also added the Water Treatment Plant Project has also been delayed due to waiting on parts for the electrical. Well No. 8 and 9 pumps are in, so they have begun prepping.
- Eldridge reminded Council of the LOC Meeting Friday, in Monroe.
- Eldridge will be in Junction City on Monday participating in the City Administrator Interview Panel.
- Caughey reminded Scholz about touring the water plants once completed.
- Caughey asked Scholz about the possibility of cyber-attacks on our water system. Scholz noted that we don't use 3rd party sites to control the plants and added that ours is a direct dedicated line to each plant.
- Eldridge reminded Council of the SMAC meeting next Wednesday at 7pm in Salem where they will be meeting our new lobbyist.

With no further business, the City Council Meeting adjourned at the hour 8:43pm.

Mayor

City Recorder

**SAVE THE DATE:
SEPT 17, 2026
6:00PM**



Harrisburg Municipal Center, 354 Smith St.

4th St. Rail/Street Improvement Project:

Property Owner Meeting: Join the City of Harrisburg & BNSF to Review the Design of 4th St, see how the street will be improved, and how it will affect your property.

**Design exhibits are still in production, and will not be available until the meeting.* A direct letter with information about the project, will be sent to each property owner two weeks before the project meeting.

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March, 2026



SCHEDULE OF HOURLY CHARGE RATES

Principal	\$245
Associate	\$195
Contract City Engineer	\$195
Geotechnical Engineer	\$295
Sr. Professional Engineer	\$185
Sr. Professional Planner	\$175
Professional Land Surveyor	\$175
Project Engineer II	\$175
Project Engineer I	\$160
Ecological Engineer	\$155
Engineering Designer	\$150
Engineering Technician	\$140
Survey Technician	\$140
Survey Field Crew (1-Person)	\$250
Survey Field Crew (2-Person, 3D Scanner, or Drone Pilot)	\$300
Administrative Staff	\$105
Intern	\$95

Mileage	Current IRS Rate
Plots	\$15/Sheet
Sub-consultants	1.10 times cost
Printing Services	1.10 times cost