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City Council Minutes  
January 29, 2025

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Mayor: Robert Duncan, Presiding  
Council President: Mike Caughey, Absent (Excused)  
Councilors Present: Kimberly Downey, Randy Klemm, Cindy Knox,  
Dana Henry and Youth Advisor Nolan Malpass  
Councilors Absent: Charlotte Thomas (Excused)  
Staff Present: City Administrator Michele Eldridge, Finance Director/Deputy City  
Recorder Cathy Nelson  
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 6:30pm

**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:** Sergeant Frambes reviewed the December report. Some of the highlights included:

- No property or person crimes occurred in December which is impressive for the holidays.
- LCSO is having extra patrols late at night and early mornings by the school district and business areas.
- On page 26, a person was arrested for giving a false name to police and for several outstanding warrants for other cities.
- Seven of the 15 citations issued were for Driving While Suspended resulting in some of the vehicles being towed.

- Klemm asked if there was any new information about the Harrisburg Pharmacy break-in. Sergeant Frambes replied that several other agencies are working on the case, but he would keep Council posted if there was any new information or an arrest.

**THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE:** Chief Larson reviewed the 2024 4<sup>th</sup> Quarter Report, and the 2024 Stats Report as shown in Exhibits A & B. He added that one of the speeding citations issued this last quarter was for going 67mph in a 35mph speed zone.

- Klemm asked about the drug incident on page 38 that took place on the corner of 1<sup>st</sup> and Smith St. Chief Larson replied that it was during the 4<sup>th</sup> of July, and nothing became of it.

**THE MATTER OF REVIEWING THE 2024 4th QUARTER CRIME RESULTS FOR THE CITY OF HARRISBURG:** Eldridge reviewed the report. Some of the highlights included:

- Person crimes are at the lowest rate for 2024.
- Property crimes are also down as well as drug/alcohol crimes.
- The YTD total is lower at this time than last year.

**THE MATTER OF A REQUEST FOR \$1,000 FOR THE 2025 EDUCATION EXPO, 'THE HISTORY OF HARRISBURG', FROM DAVID RAMSDELL:** David Ramsdell from Harrisburg Middle School approached Council. Ramsdell informed Council about the Education Expo that was held last year by the 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> graders. This year's theme is "History of Harrisburg". Ramsdell informed Council the 5<sup>th</sup> graders will be focusing on early history of settlers; the 6<sup>th</sup> graders the history of agricultural and the 7<sup>th</sup> graders history of education. 8<sup>th</sup> graders will also be participating by displaying their college/career projects. Ramsdell stated the \$1,000 donation would be used towards needed supplies.

- Henry asked if this was budgeted by the School District. Ramsdell replied it was funded last year by grant money which has since been depleted. He commented that the School District did allow him \$500 instead of the \$1,500 he originally requested.
- Downey likes the idea of the Expo but wanted Ramsdell to be aware that the City cannot commit to annual funding.
- Eldridge asked Ramsdell about the City placing their timeline projects on our City website in the future for Harrisburg's 160th Celebration.
- Mayor Duncan suggested interviewing resident's in town with historic homes and suggested the Bess Tweed books for more information.
- Knox thinks it's a great way for the students to get invested in our community.
- Malpass added that he really enjoyed the Expo last year.
  - **Downey motioned to approve the request for \$1,000 for the 2025 Education Expo and was seconded by Klemm.**

City Council challenged the School District to match their funding. Ramsdell commented that he would approach the Board at the meeting in February and ask for match funding.

- **The City Council then voted unanimously to approve the motion by a vote of 4-0.** (Yes: Downey, Klemm, Knox, and Henry. Malpass also voted in favor. No: None.)

**THE MATTER OF REVIEWING THE REQUEST FOR FUNDING FOR PROPERTY IN THE COMMERCIAL DISTRICT UNDER THE COMMUNITY AND ECONOMIC DEVELOPMENT GRANT:** Eldridge reminded Council this is a Property Improvement Grant request from the Community and Economic Development Fund instead of an HRA Grant. The request amount from the applicant has increased to \$30,852.50 from \$30,702.50 as indicated in the staff report. Eldridge reviewed the work being done and added they meet all the requirements for the grant which are the

same as an HRA Grant except for the boundary location. Eldridge then reviewed the Conditions of Approval and referred to two additional estimates as shown in **Addendum 1**. Eldridge informed Council the HRA will now be receiving the missing funds by the end of this fiscal year, therefore, this request could be referred to the HRA meeting tonight, for an HRA Grant if Council prefers. Eldridge added that the City would not require a new application for the request.

- Downey would like the request to come from the HRA fund and to save these funds for another request located outside of the HRA District.
- The Freeman's voiced their appreciation to the City for the HRA Grant Funds and informed Council they were able to contact Rick Wagoner and local agencies to receive memorabilia keepsakes that were left behind by the VFW. The Freeman's also recently acquired Dennis Watson's Quonset Hut across the street.
- Henry inquired about when the HRA Funds would be replenished. Eldridge replied that since this is a reimbursement grant, it would most likely be paid after the funds are received from the County.
- Klemm wanted confirmation this request won't put the Water Bond Project in jeopardy. Nelson replied that these funds are designated for grants only.
  - Downey **motioned to transfer this request to the HRA Meeting and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Knox and Henry. Malpass also voted in favor. No: None.)

**THE MATTER OF THE MAYOR APPOINTING A CITY COUNCIL MEMBER TO THE PERSONNEL COMMITTEE:** No discussion.

- Mayor Duncan **appointed Randy Klemm to serve on the Personnel Committee.**

**OTHERS:**

- Eldridge informed Council that Henry has requested a keyboard for her tablet provided by the City. She informed Council that the cost would be \$20-\$40 each. Both Knox and Henry would like one. Staff to check with Caughey and Thomas.

**With no further business, the City Council Meeting adjourned at the hour of 7:37pm to begin the HRA Board Meeting.**

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Mayor

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City Recorder



4 POINT ELECTRIC LLC

ESTIMATE	#25539
ESTIMATE DATE	Jan 27, 2025
TOTAL	\$10,800.00

Patrick And Donnell Freeman  
 190 Smith St  
 Harrisburg, OR 97446

(415) 377-5382

CONTACT US

5729 Main Street, #255  
 Springfield, OR 97478

(541) 852-9028

jesse@4pointelectric.com

ESTIMATE

Services	amount
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ESTIMATE- VFW 150 Smith street. Harrisburg, OR	\$10,800.00
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Estimate to provide the following:

- Commercial service permits. (\$400 Budget)
- Coordination with local utility provider.

Provide and install new 200 amp 240 volt electrical service:

- Provide and install new Nema 3R weather rated 200 amp Meter main panel with distribution
- Provide and install new service mast and conductors with weather head and mast knob
- Existing interior panel to become a junction box. All existing circuits will be fed out to new meter main and terminated on new matching breakers
- Update grounding and bonding of electrical service to code

(\$7100 Budget)

Provide and install conduit with circuitry to north of building for lighting and sign location.

(\$1800 Budget)

Bennett Cellings, LLC

On site Contractor

Project cleanup and preparation for the roof, demo, windows, and doors.

Material and labor to be determined.

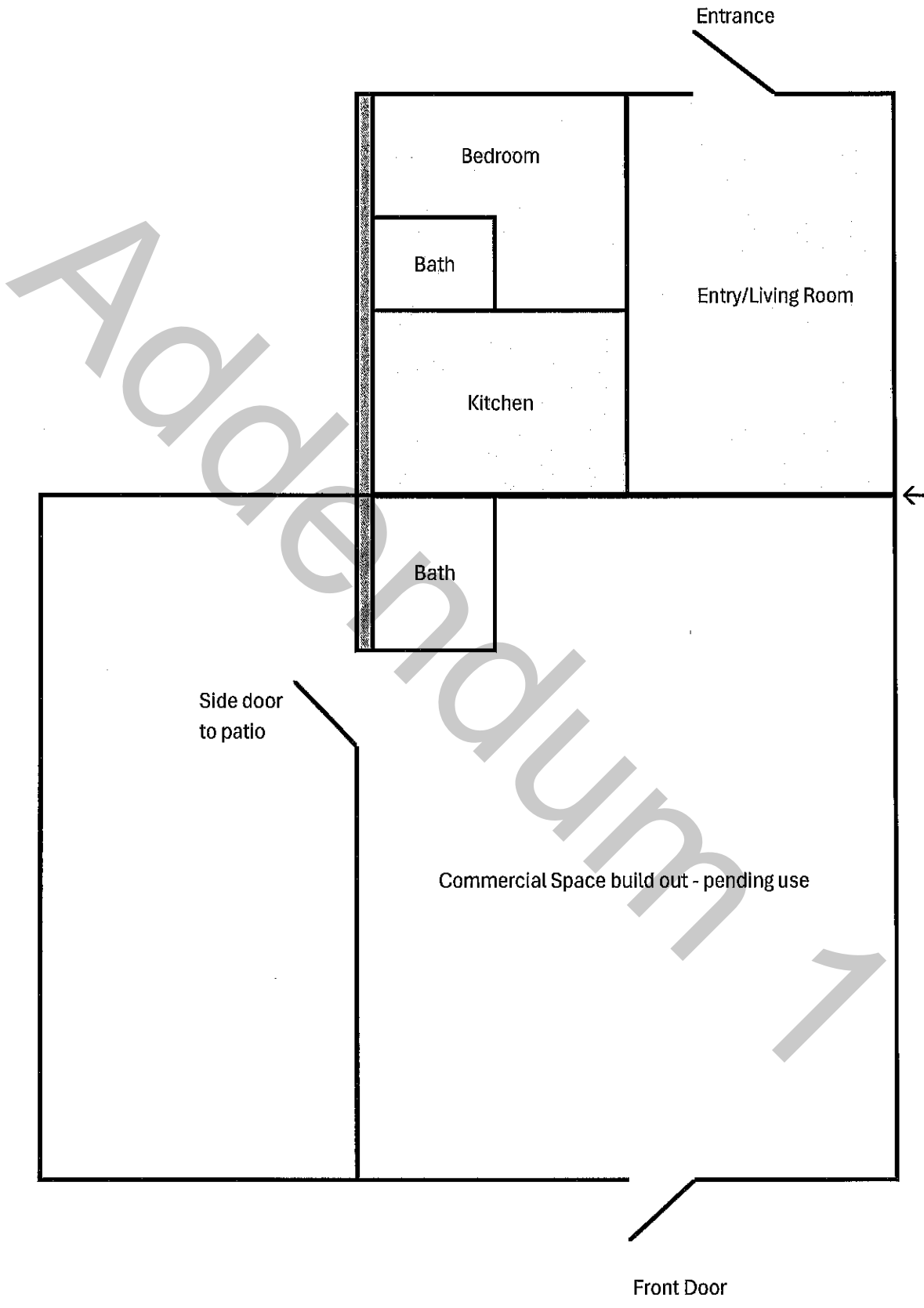
Estimate for labor: \$5155

Billy Jack Bennett



Date: 1-23-25

Addendum 1



Entrance

Bedroom

Bath

Entry/Living Room

Kitchen

Bath

Side door to patio

Commercial Space build out - pending use

Front Door