



## City Council Work Session Meeting Minutes October 27, 2020

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Mayor: Robert Duncan, Presiding  
Council President: Mike Caughey, Present  
Councilors: Kimberly Downey, Adam Keaton, Randy Klemm (6:33pm) and Charlotte Thomas  
Councilors Absent: Rob Boese  
Staff Present: City Administrator John Hitt, and Asst. City Administrator/City Recorder Michele Eldridge.  
Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

**CALL TO ORDER AND ROLL CALL** by Mayor, Robert Duncan, at 6:31pm

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

### **THE MATTER OF DISCUSSING BUILDING/ELECTRICAL PERMITS ASSUMPTION AND OPERATION PLANS AND IGA WITH JUNCTION CITY**

**STAFF REPORT:** Hitt said that while he had provided all of the assumption paperwork for Council, the main element to bring to their attention is the IGA with Junction City. This will come back with a formal adoption in November.

**Randy Klemm arrived at 6:33pm**

- Hitt continued with his staff report; noting that the effective date is July 1<sup>st</sup>, that the agreement is annually renewable, with a 60 days' notice to terminate for either side. Some of the main points is that we will keep 35% of the total fees charged, compared to the 25% that we currently receive. We don't receive any percentage of the plan review fees with Linn County, and the agreement with Junction City will allow us to keep our part of the percentage. In addition, we currently aren't allowed to accept electrical permits; our agreement will allow that, and we will again, receive 35% of the total fees charged. We will need to establish new funds, as we aren't allowed to leave this in the general fund. While he has established what he thinks will be the revenue from the program, he is being quite conservative. Finally, on land use regulations, they will help us enforce standards, such as controls for drainage as specified in the site plan. He feels we will have better enforcement.
- Klemm asked how Junction City will be enforcing them. Is that just on paper?
- Hitt told him that instead of ignoring how the lot is laid out, they will actually go out and take measurements.

Klemm asked how they would identify themselves, as Harrisburg, or as Junction City? Hitt told him we haven't gotten that far yet in the negotiations. Eldridge added that technically, Linn County is supposed to be bringing us any issues with site plans, but nothing has been brought to us in relation to problems in ages. Hitt went over the timeframes specified in the agreement; this is another thing that Linn County currently doesn't do. Junction City has confirmed that they will exceed these timeframes. They are also amenable to amendments if needed, based on the City Council feedback. They are anxious to have the agreement in place. He feels that the new program will be significantly stronger, and beneficial for the City.

City Council discussed it further, and thought it looked really good. Some specific questions were asked to verify how often contractors come in asking questions; Eldridge confirmed that it's weekly. Mayor Duncan asked if they could provide a copy of the code for people to review. As a contractor himself, he knows that is difficult for people to know. Eldridge noted that there are some people that she has had to spend a significant amount of time with; now, they can simply drive 4 miles to ask building code questions, and the inspectors/plan review specialists will also have hours spent in the office here. Mayor Duncan also asked if we encourage home owners to survey their properties; Eldridge told him not normally, but for the new home going in at 2<sup>nd</sup> and Schooling, John did require them to do that, because of the alley way, and unimproved road on Schooling.

Klemm though the timeframe was really tight for turnaround, but Hitt didn't think it would be a problem, and reminded him that we are dealing with business days, not calendar days. Enforcement was brought up again, Hitt felt that we would likely need to pay them for additional time for any of that, but again, he felt it would assist us in meeting our standards better than before. Eldridge added one thing for the record, based on her being a Chamber of Commerce Board member. Previously, Junction City had contracted with Lane County. The turnaround time for permits was horrific, and specifically for businesses, was limited to only every couple of weeks. The Chamber actually took a stance on this and asked for Junction City to fix this problem; it wasn't in the slightest business friendly. The provision of their own building permit department was their solution.

#### **OTHER ITEMS:**

Downey brought up that citizens had been asking us about trying to provide our own police department, and she wanted to make sure that we had a meeting on that. She is seeing chatter about it, and we did tell them that we would schedule it in the future. Mayor Duncan wanted to make sure that we addressed in the future. Downey wanted Hitt to be part of that, as he has the wisdom of running a police department. She didn't want to spend a huge amount of time on it, but having some numbers put together by Hitt would be good to look at. Mayor Duncan said that another advantage of having our own police force is taxes...you can get higher property taxes when you have a department.

Caughey said that with his property taxes, the value went up only 3%, but his taxes went up 9%. The City Council talked about this briefly, with Thomas noting that if we wanted to look at any kind of a police levy or bond, it would have a snowballs chance in passing. If the fire department were to try to do what they did the last time, it would fail. It is going to be a long time before citizens will allow any additional taxes to be charged.

Mayor Duncan then shared that he had asked staff to look at doing something for the fire department, in gratitude for what they do for our community. They had staff at the Holiday Farm Fire. We had Mt. Tom to the freeway in stage 1, and it was very concerning for a while. He thought we could do a BBQ, or send pizza, or something. Downey liked sending pizza. Caughey was absolutely in favor of it. The Chief worked the fire for 16 days straight. They've also had two

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members test positive for COVID-19; and they've had to block out some members. Most people don't realize how much they do, and the fact that they are mostly volunteers. Kay Barnett, and Heather Keaton in the audience both had suggestions, including having a BBQ, and providing the meal on the training night. Hitt thought \$100 to \$200 would probably be the cost for this, and Eldridge said that she would look into it. Thomas said that her husband catered with Chiefs, and it was under \$200 for 30 people. Mayor Duncan wanted them to know that we are working on it.

**ADJOURN: With no further business to discuss, the City Council adjourned at the hour of 7:10pm.**

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Mayor

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City Recorder