



City Council Business Meeting Minutes January 11, 2022

Mayor: Robert Duncan, Absent
Council President: Mike Caughey, Present
Councilors Present: Kimberly Downey, Adam Keaton, and Charlotte Thomas
Councilors Absent: Rob Boese and Randy Klemm
Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz and City Recorder Lori Ross
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Council President Mike Caughey, sitting in for Mayor Robert Duncan, at the hour of 6:31pm.

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

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

STAFF REPORT: Sergeant Frambes reviewed the December 2021 report as shown in Exhibit A. He stated there were lots of thefts, a resident burglary and four stolen vehicles. He felt the individuals were coming from the Eugene or Junction City area.

- Eldridge asked about the graffiti on the 200 block of Moore St and if it was gang related. Sergeant Frambes replied that it was not, and he thinks it could be young kids due to the bad spelling.
- Eldridge commented on the alarm calls stating there were 37 between Isovolta and Gridiron and felt it was taking time away from the deputies. Sergeant Frambes replied that he thinks it's a carrier issue with the cell towers, but they have to respond to any calls.

THE MATTER OF REVIEWING A MEMORANDUM PROVIDED BY DEPUTY CITY ATTORNEY CATHERINE PRATT, AND CONSIDERING ADOPTION OF PROPOSED ORDINANCE NO. 981, "A SPECIAL ORDINANCE RELATING TO AN AMENDMENT TO THE HARRISBURG MUNICIPAL CODE TO CONFORM TO LEGISLATION FROM THE OREGON LEGISLATURE FROM THE OREGON LEGISLATURE'S 2021 REGULAR SESSION."

STAFF REPORT: Eldridge informed Council that she had our City Attorney review our current code in relation to the legislation updates and this report is a list of laws that impact Harrisburg.

- HB 2006-Emergency Shelters: Council felt it was unlikely to happen in Harrisburg and to do nothing at this point. Eldridge will draft something later if she thought it was appropriate and present to Council if needed.
- HB 3115-Local Home Ordinance: Eldridge stated we have this code now, and it will be amended in the future.
- HB 3109-Childcare Facility: Eldridge stated that she asked John Hitt, City Contractor, to look at this HB to make sure we incorporate the newest update in our development code.
- HB 2918-Surplus Land Reporting for Affordable Housing: The City has no surplus land that could be used for this purpose.
- HB 2180-Capacity Required in New Construction: Eldridge stated that she would ask Hitt which type of buildings should trigger electric service capacity requirements.
- HB 2560-Electronic Participation in Public Meetings: Eldridge stated that we have already budgeted to make improvements.
- SB 493-Prevailing Wage Rate Determinations: Scholz stated that the City already follows the law, and it won't affect our process.
- HB 2740-Agent Compensation Formula: Eldridge stated that 34% of our shared revenue for liquor would go towards this HB which started in January. Nelson will keep an eye on revenue to see if it goes down.
- HB 3055-Omnibus Legislation: Eldridge stated that this ordinance needs to be updated and that the City follows states laws when dealing with public contractors.
- HB 3082- Compleitive Bid Threshold Increase for Construction Services -Eldridge stated that we will be updating this ordinance.
- Eldridge informed council that we will no longer need to create a resolution when adopting State Revenue Sharing. It will be handled online.
 - Downey **motioned to approve Ordinance No. 981, "A Special Ordinance relating to an amendment to the Harrisburg Municipal Code to conform to legislation from the Oregon Legislature's 2021 Regular Session and was seconded by Thomas. The City Council then voted unanimously to approve Ordinance No. 981. "A Special Ordinance relating to an amendment to the Harrisburg Municipal Code to conform to legislation from the Oregon Legislature's 2021 Regular Session.**

THE MATTER OF A PRESENTATION PROVIDED BY OUR PARKS CONSULTANT FROM CAMERON MCCARTHY LANDSCAPE ARCHITECTURE & PLANNING

STAFF REPORT: Eldridge introduced Kelsey Zlevor and Colin McArthur from Cameron McCarthy Landscape Architecture & Planning. McArthur stated they are three months into the project, and they need to be done by the end of the fiscal year. Zlevor presented a slide presentation as shown in

Addendum 1.

- McArthur commented that the City should look at renaming the 100 Acre Park.
- Caughey asked where Tadpole Park was located and Scholz replied it was on Territorial between 9th and 10th St.
- McArthur informed Council that they will be sending out a survey asking residents about any challenges or barriers with our current parks or if there is something we are missing.
- Downey commented that she hears people asking about dog parks and that she misses not having any trails to ride a bike or use a stroller.
- Thomas is interested in sport facilities like soccer or baseball and Downey stated she would like outdoor exercise stations.

- Zlevor asked about community outreach and if there is anyone Council could recommend, they speak with. Council recommended Eagle Athletics, Veterans Groups, or any private group. Cameron McCarthy is hoping to have an open house event in the spring and a final plan by June 2022.

THE MATTER OF NOMINATING A PRIMARY AND ALTERNATE MEMBER TO THE OREGON CASCADES WEST COUNCIL OF GOVERNMENTS COMMISSION ON TRANSPORTATION (CWACT)

STAFF REPORT: Keaton volunteered himself as the primary member and Eldridge volunteered to be an alternate.

- Keaton **motioned to appoint himself as the primary member and Eldridge as the alternate member to serve on the CWACT Full Commission and was seconded by Downey. City Council then voted unanimously to appoint Keaton as the primary member and Eldridge as the alternate member to serve on the CWACT Full Commission.**

THE MATTER OF REVIEWING THE DRAFT FY 2022/2027 STRATEGIC PLAN

STAFF REPORT: Eldridge informed Council they can make a decision to keep the current plan in place or modify it. She reviewed the FY 2021-2022 Strategic Plan commenting there were some improvements from the previous year and areas that are still in progress. Eldridge stated she is looking at July 30th to have the Zoning Ordinance completed due to the legislative changes. She mentioned that the objectives in each section are the work plan with the priorities on page 81 as being the most important to Council.

- Thomas stated that last year the need for housing was brought up and wanted to know where that fits into the plan. Eldridge replied she could add it as an objective to work on housing projects. The Council agreed to have it included.
- Eldridge then updated the Council with the status of Woodhill Crossings stating the City has not been notified that the project wasn't happening by the applicant, but there is still time for someone to pick up the project. She will follow up on Shadowood also which expires in March.
- Thomas stated there is plenty of low-income housing but there needs to be a place for residents to upgrade to a bigger home.
- Eldridge asked Scholz the status of Diamond Hill Rd from 7th and 9th. He replied that it's been completed and signed off. He is still working on the punch list for downtown. If they don't complete it, the City can hire another contractor to finish the project and the City can bill it back to them.
- Caughey asked Scholz about the definition of a slip line and Scholz informed him a slip line was being used for the sewer crossover on 4th street that goes under the tracks and creates a strong setup that lasts. It essentially inserts a lining inside a current pipe.
- Keaton asked if it was useful to have "ongoing" as a definition as shown in 11b. Downey thought it was important to keep it 11b (Establish Neighborhood Watch) in the plan because it's important to the community but agreed with Keaton that it should say established once it is. Downey's goal was to have it completed by 2024.
- Scholz said he would have an update on the design of the water treatment plant at the next meeting.
- Keaton asked what 10% completed meant for objective 12 to 14 and Scholz said it was 10% more completion of a large ongoing project.
- Downey commented on the Economic Development Goal 1, stating that goal is what the City does and on Goal 2; Maintain HRA and Expand, we already did. Eldridge replied that it was left on the plan by former City Administrator, John Hitt because he felt he could talk

the agencies into doing more expansion in the future. Downey thought it should be listed under measuring goals. Eldridge agreed and that she would change the goals for Economic Development.

- Scholz stated the Strategic Plan is the goal for the City Council. Council should tell staff how they want it made. He felt we were getting away from the direction that council set years ago. Downey stated that the Economic Development section is not geared towards business any longer. Caughey suggested tabling the Strategic Plan for another meeting and asked Council to make notes for what they would like to see. Keaton added that he thought it was getting too specific in the details.
- Eldridge asked about goal 18c and if that was something Council wanted to use for HRA? Downey commented that she thinks it needs to be discussed at another meeting.
- Caughey commented that job descriptions don't belong in the plan. Keaton agreed it was a list of everyday duties for city staff.

No further discussion at this time.

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

- Thomas **motioned to approve the consent list and was seconded by Downey.** **City Council then voted unanimously to approve the consent list. A motion to approve the consent list approved the following:**
 - **Harrisburg City Council Minutes for October 12 and October 26, 2021**
 - **The Payment Approval Report for December 2021**

CITY ADMINISTRATORS VERBAL REPORT

1. **BN Railroad:** Eldridge stated there is a meeting on Thursday. She will report back to Council with an update.
2. **Reader Board:** Eldridge stated that we are moving the reader board by the water tank. There will be two signs that can be seen going both directions. She should be getting a quote in the next few days for two different designs.
3. **Rectangular Random Flashing Beacon (RRFB):** Scholz stated that the RRFB hopefully will be going in with the ADA work that ODOT is doing on 3rd Street. Council asked for the location and Scholz replied on Smith St by Subway.
4. **Butterfly Gardens/Woodhill:** Eldridge is still working on trying to get housing into town.
5. **Discussions for next meeting:** Building Permit fees will be revised and brought to the next meeting as well as Law Enforcement will be discussed with the final Ad-Hoc Committee being held on the 13th.

OTHER ITEMS: None

ADJOURN. The City Council meeting adjourned at the hour of 8:39pm and was followed by the HRA Board Meeting

Mayor

City Recorder