



Harrisburg City Council Minutes September 09, 2025

Mayor:	Robert Duncan, Presiding
Council President:	Mike Caughey, Absent (Excused)
Councilors Present:	Kimberly Downey, Charlotte Thomas, Cindy Knox, and Dana Henry
Councilors Absent:	Randy Klemm (Excused)
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz, 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 hour of 6:32pm

CONCERNED CITIZEN(S) IN THE AUDIENCE: None in attendance.

THE MATTER OF INFORMATION IN RELATION TO THE HARRISBURG -JUNCTION CITY SOLID WASTE TRANSITION: Eldridge reviewed the rate comparison chart as shown in **Addendum 1** which shows what the Republic Services rates would be if a 3.2% increase had been applied last year. Eldridge voiced her concern for this year's increase due to not receiving one last year.

- Downey asked if Junction City was a non-profit organization. Eldridge replied they were and can't increase rates for profit.
- Thomas confirmed that we would have a franchise agreement with Junction City. Eldridge replied we would and that the Junction City rates will have to cover their expenses plus our 5% franchise fees.
- Eldridge stressed the importance of getting information out to our residents and businesses long before the switch.

THE MATTER OF TESTIMONY IN RELATION TO THE FEMA DRAFT ENVIRONMENTAL

IMPACT STATEMENT: Eldridge informed Council she is in the process of reviewing the 550 page documentation from FEMA and added it should give the City an idea of the suggested changes needed.

- Eldridge stated there are two suggested alternatives within the draft information provided. One being that the word “development” will apply to any kind of structure regardless of the size and type. Items would need to be placed on a platform to keep out of the floodway.
- Eldridge noted that unless you are below the base elevation within the park, there is no limitation on development for 175 feet out from the riparian.
- Eldridge will be gathering more information to provide to Council for feedback for the suggested letter. One focus for the City will be that requirements shouldn’t apply to us, as a taxing agency, if we are working on a project and we are preserving the environment and resources available to us.
- Downey asked if this information will be helpful for our residents. Eldridge stated if you are living in a community that doesn’t have a National Flood Insurance Program, in order to get flood insurance, you do have to go through this process, so yes. Downey thinks the responsibility should be on the individual citizen and not the City. Scholz commented that the regulatory agencies are now dictating these processes to the individual City’s.
- Mayor Duncan asked about the properties involved. Eldridge replied there are 32 properties including the City and Gheen Irrigation as being most effected.

THE MATTER OF PROVIDING A NEW AUDIO/RECORDING SYSTEM FOR THE HARRISBURG MUNICIPAL CENTER:

Eldridge referred to page 15 showing the quote from Pro Acoustics which includes a full ADA listening set with two different frequencies. The bid includes a government discount as well as a warranty and troubleshooting assistance. Our IT company Cobalt will be installing the system.

- Thomas confirmed with Eldridge the breakdown of \$8,600 for materials and the additional is for labor.
 - **Henry motioned to authorize the City Administrator to proceed with purchase/installation of a new audio/recording system for the Harrisburg Municipal Center and was seconded by Downey. The motion passed unanimously by a vote of 4-0.** (Yes: Henry, Downey, Thomas and Knox. No: None.)

THE MATTER OF APPROVING THE CONSENT LIST:

- **Downey motioned to approve the consent list and was seconded by Thomas.** Henry asked about the \$11,360 charge for a memorial item on page 26. Eldridge stated the charge was for three picnic tables for Eagle Park. No further comments or concerns.
- **The motioned then passed unanimously by a vote of 4-0.** (Yes: Downey, Thomas, Knox and Henry. No: None.) A motion to approve the consent list approved the following:
 - **The Payment Approval Report for August 2025**

CITY ADMINISTRATOR VERBAL REPORT:

School Resource Officer (SRO): Eldridge informed Council that she was approached by School Board Member, Lonnie Hutchens, about sharing the expense for an SRO.

- Knox asked if this customary for the school to ask for this type of funding.

- Council spoke of being approached by former School Administrator Brian Starr in 2022.
- Eldridge added that the School District has not formerly submitted a request for funding.
- Scholz suggested that we run this idea through our City Attorney first to see if it's a conflict of interest being two separate taxing agencies and added it doesn't benefit the entire community, just those with children.
- Thomas would like to hold off until an official proposal has been submitted by the School District.
- *The consensus of City Council was to wait and see if a formal request is submitted.*

Parking Regulations: Eldridge informed Council the new parking regulations go into effect this Friday, September 12th. Both LCSO and Coburg PD will be educating most residents and others will be receiving immediate action.

Eagle Park: Eldridge and Scholz informed Council that Public Works will be placing concrete barriers with locking gates to block off vehicle traffic from entering certain areas of the park but allowing pedestrian access. This is being done to protect the park for damage caused by vehicles during the wet weather. Scholz added there will be signage in place stating the roads will be closed for access during the winter months.

September Vacations/ PD Classes: Eldridge informed Council she will be on vacation from September 18th to the 26th. Other staff, including Ross, Nelson and Caleb Smith will also be away at training in the next few weeks.

Scarecrow Contest: Eldridge referred to **Addendum 2**, the 2nd Annual Scarecrow Contest and encouraged Council's participation.

OTHER ITEMS:

- Downey asked Scholz about the sweeper issue mentioned on Facebook. Scholz informed Council this was only the second time this employee had driven the sweeper and without a good water base, the alarm doesn't sound when it's full.
- The September 23rd City Council meeting will be cancelled due to no agenda.

With no further business, the City Council Meeting adjourned at the hour 7:32pm.

Mayor

City Recorder

September 9, 2025 Rate Comparison No. 2 (If 3.2% Increase had Applied)									
Junction City Per Month		Republic Services Per month*		JC Bi- Monthly	RS Bi-Monthly	Notes	# of Accts		
Residential Services 1 Stop per week service									
JC Can Sizes	Monthly		Bi-Monthly		RS Can Sizes	Solid Waste Comparison Only			
1 can (Hand Pick)		\$ 29.99		\$ 59.98		JC	RS		
20 Gal		\$ 24.10		\$ 48.20		Charge Per Gallon			14
35 Gallon Container	\$ 21.00	\$ 25.86	\$ 42.00	\$ 51.72	32 Gallons	0.60	0.81		484
65 Gallon Container	\$ 30.50	\$ 32.99	\$ 61.00	\$ 65.98	64 Gallons	0.47	0.52		102
95 Gallon Container	\$ 39.99	\$ 39.79	\$ 79.98	\$ 79.58	90 Gallons	0.42	0.44		409
Yard Cart - 95 G, every other week service	\$ 1.82		\$ 3.64	\$ 21.67	For yard cart only, xtra yard cart is the same				
Monthly Recycling Surcharge	1.07	\$ 2.08	\$ 2.14	\$ 4.16	Actual Charge on Bills is \$4				
Total Invoice									
Commercial Services 1 stop per week service									
35 Gallon Container	\$ 21.00								
65 Gallon Container	\$ 30.50								
95 Gallon Container	\$ 39.99	Automatic	Manual			Automatic Difference			
1 Yard Dumpster	\$ 106.00	n/a	\$ 150.89			\$ 40.12			
1.5	\$ 159.30	\$ 174.01	\$ 188.78			\$ 9.31			
2	\$ 193.52	\$ 215.61	\$ 233.51			\$ 15.40			
3	\$ 260.78	\$ 261.97	\$ 283.99			\$ 6.92			
4	\$ 348.10	\$ 331.47	\$ 359.23			\$ 26.91			
* JC charges \$33.89 for a contaminated load of recycling and yard debris. RS charges \$15 extra									

Monthly Invoice Basis Comparison													
Junction City							Republic Services						
Solid Waste	Yard	Recycling	Invoice Total	Formula	Per Gallon	Per Gallon	Formula	Invoice Total	Recycling	Yard*	Solid Waste		
\$ 21.00	\$ 1.82	\$ 1.07	\$ 23.89	23.89/35	\$ 0.68	\$ 0.87	27.94/32	\$ 27.94	\$ 2.08		\$ 25.86		
\$ 30.50	\$ 1.82	\$ 1.07	\$ 33.39	33.39/65	\$ 0.52	\$ 0.55	35.07/64	\$ 35.07	\$ 2.08		\$ 32.99		
\$ 39.99	\$ 1.82	\$ 1.07	\$ 42.88	42.88/95	\$ 0.45	\$ 0.47	41.87/90	\$ 41.87	\$ 2.08		\$ 39.79		

*RS is not charging for yard, unless you have yard only, or additional yard carts

	JC	RS	Difference
Small Cans	\$ 23.89	\$ 27.94	\$ 4.05
Med Cans	\$ 33.39	\$ 35.07	\$ 1.68
Large Cans	\$ 42.88	\$ 41.87	\$ 1.01

2nd Annual Harrisburg Community Scarecrow Contest 2025



***Only handmade scarecrows will be accepted.
Props and décor may be included to reflect the
theme of the display.**

Scarecrows must be in good taste and constructed to withstand Willamette Valley weather, as they may be displayed up to several weeks. Bloody/violent themes, political or religious statements are not allowed. Entrants are reminded that this is a community family event and the City of Harrisburg reserves the right to disqualify any entry.



SUBMIT ENTRY FORM TO CITY HALL AND SCARECROWS IN PLACE BY OCTOBER 20th ~

Name: _____

Phone: _____

Email: _____

Address of Display: _____

**All residents and businesses in
Harrisburg are invited to participate!**

Residents:

1st Place - \$50 cash + \$75 gift
certificate from local business of
your choice

2nd Place - \$50 cash + \$50 gift
certificate from local business of
your choice

3rd Place - \$50 cash + \$25 gift
certificate from local business of
your choice

Businesses will be awarded ribbons
for 1st, 2nd and 3rd Places!

**All entries received and scarecrows in
place by Oct 20th.** Photos will be
taken Oct 21st and posted to City of
Harrisburg Facebook page for
community voting.

Community voting on Facebook
through Oct 29th!

Winners announced on Oct 30th!!!