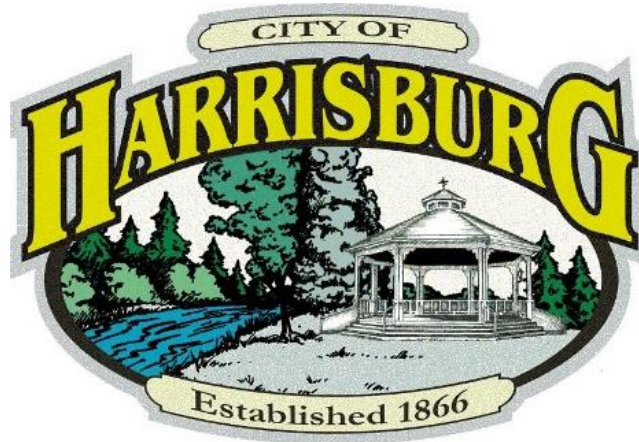


This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



City Council Business Meeting Minutes

October 10, 2023

Mayor: Robert Duncan, Presiding
Council President: Mike Caughey (Excused absence)
Councilors Present: Kimberly Downey, Robert Boese (via phone), Randy Klemm and Cindy Knox
Councilors Absent: Charlotte Thomas (Excused absence)
Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Clerk Lori Ross
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:33pm

CONCERNED CITIZEN(S) IN THE AUDIENCE: Resident Robert Clark of 791 Whitham Way, approached Council and presented **Addendum 1**, which included six different community event proposals.

- Downey liked the suggestions but was concerned about who would be organizing it. Clark stated that he doesn't mind taking on the initial responsibility.
- Klemm commented that he is supportive of all facilities available for our youth.
- Knox was supportive of the ideas presented and noted the lights for the basketball court are currently in the works.
- Boese agrees this would be beneficial to the community and is curious to hear more about it.
- Mayor Duncan thinks the ideas presented are great.
- Scholz suggested presenting the proposal in steps rather than all at once to make it more achievable.
- *The consensus from City Council is to bring it back to a future meeting.*

THE MATTER OF APPROVING RESOLUTION NO. 1283, TO INCREASE LAND USE FEES BASED ON THE HARRISBURG DEVELOPMENT CODE. Eldridge informed Council the last time the Land Use Fees were updated was in 2021, 2019 and 2007. Eldridge reviewed the different rates including the pre-conference rates ranging from \$100 to \$250 and noted these meetings take up staff time and if the pre-applicant doesn't proceed, the City is out the time and money invested.

- Downey asked Eldridge for further explanation on pre-conferences. Eldridge explained it's not for asking minor questions about a property, but further detailed discussion including storm drainage, accessory dwelling units or ideas that include additional information including engineering and planning.
- Scholz commented that most pre-application meetings can last for several hours and include himself, Eldridge, and engineers. Scholz noted this is standard practice in most cities.
- Knox asked if the applicants are required to have something formal for the meeting. Eldridge replied that all requirements for the meeting are listed on the pre-application.
- Klemm inquired if having an hourly rate would be feasible. Eldridge replied that we could have a base rate and if the time allowed goes over, adjust accordingly
- Scholz liked the idea of the hourly rate or a base rate with an hourly rate.
- Mayor Duncan commented that if we want to address that idea, we could bring it up next year.
- Klemm and Mayor Duncan wanted to be sure the City wasn't making a profit from increased fees. Nelson replied that we will still be negative even with the new fees due to the cost of engineering, planning and attorney fees.
- Boese agrees with the increase, and realizes costs are going up everywhere.
- Eldridge commented that in the past, she has been able to reduce fees for some applicants if the City's work has already been completed previously.
 - Downey motioned to approve Resolution No. 1283, **"A RESOLUTION APPROVING AMENDMENTS TO THE HARRISBURG LAND USE FEE SCHEDULE"** and was **seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese and Knox. No: None.)

THE MATTER OF DISCUSSING CHANGES TO THE RIGHT-OF-WAY LOCATED BETWEEN THE END OF N. 8TH ST, AT THE INTERSECTION OF ARROW LEAF AVE. Eldridge referred to pages 14 & 15 of the agenda showing two views of the intersection. She informed Council that the City has been approached by both the Harrisburg Fire/Rescue District and Republic Services about opening the road which has been closed for 27 years. The parcel is currently owned by Linn County Property Management who is willing to transfer the parcel if a formal request is made to the commissioners. Eldridge suggested holding a public hearing at the November meeting and to notify residents that are within 300 to 400 feet of the intersection, giving them an opportunity to be heard.

The consensus from City Council is to hold a public hearing and to invite the Harrisburg Fire/Rescue District and Republic Services for testimony.

- Downey motioned to direct staff to send notice to the property owners in this section of town to weigh in on this decision at the City Council Meeting scheduled for November 14, 2023 or a different date if needed and was **seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese and Knox. No: None.)

THE MATTER OF APPROVING THE CONSENT LIST. No comments or concerns.

- Downey **motioned to approve the consent list and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese and Knox. No: None.) **The motion to approve the consent list approved the following:**
 - **The Payment Approval Report for September 2023**

CITY ADMINISTRATORS VERBAL REPORT

Eldridge informed Council of the following:

- The City does not yet have the Maintenance Agreement from BNSF and we might need to schedule a special meeting if it's not received in time for the October 24th meeting.
 - Downey expressed her frustration with the lack of respect shown by BNSF.
 - Klemm asked about placing T-Rails at each end of town.
- Jackson Street Youth Services (**Addendum 2**) will be holding an event at the Skate Park serving hot food and supplying clothing on Wednesday, October 25th from 4:30pm to 6:30pm.
- Wednesday, December 13th is the Transportation Plan Public Meeting Open House at the Municipal Center.

OTHERS:

- Scholz informed Council that security cameras will be added to the Municipal Center Building inside and out that will include a camera focusing on BN Park.
- Resident Donna Duncan, of 185 N 4th St, asked what the City was prepared to do if BNSF doesn't meet our deadline requirements and wanted reassurance we were prepared to follow through.
 - Eldridge stated the City has spoken before about blocking access entering the City, however, the City needs to consider the local businesses that could be affected. The City has also budgeted for higher legal fees if legal proceedings are needed.
 - Scholz commented that this will be discussed at a future ODOT Rail meetings if it should come to that and noted once the franchise agreement expires, Council will be advised how to proceed.
 - Klemm referred to eminent domain and wanted to know if that would apply.

With no further discussion, the City Council Work Session was adjourned at the hour of 7:50pm.

Mayor

City Recorder

2024 Harrisburg community proposals

We have written up a list of community functions and the reasons why we would like to implement them in 2024 and many years after that. The functions are written in the order when we would like to implement them. They start in the spring and go into the end of October.

There is something for everyone in town to enjoy and be a part of if they choose to.

We have a couple of reasons why we would like to start these functions for the town. The first reason would be to bring people to Harrisburg to see how wonderful Harrisburg is and to spend money. The second reason would be to have something for the families in the town to do in Harrisburg. The third reason would be to help improve the sports facilities for the families in Harrisburg to use. Either on a sports team or just for a fun day with the family.

Here are the functions that we would like to purpose for the year.

1. Starting in the end of May and ending in the beginning of October we would like to start up a Farmers market. Down on the river like it was before Covid. The Farmers market would go every other Sunday. Depending how it goes we can make it a market that goes every Sunday.
2. At the end of May we would like to do a Carnival. The elementary parent club hasn't put it on since the beginning of Covid. It is a big hit for the families and a great fundraiser for the town. We can have the carnival at the school. I know there were families coming from the surrounding towns to the last carnival.
3. We would like to start sports camps for the kids throughout the Summer. Camps for Softball, Baseball, Basketball, and Volleyball. I have never seen or been a part of any sports camps besides the football camp the high school football team puts on in the summer. That is a big hit for the kids from the surrounding towns.
4. A haunted house in October at the old Fire department building. The Haunted house can be on the last 3 weekends in October.
5. We would like to get some leagues going. Leagues like Pickle ball on the Legends basketball court. Volleyball on the sand volleyball court.
6. Hosting a skating competition at the skatepark. We can pick one weekend during the summer that we can host a Skateboard/BMX competition at the skatepark.

The first goal for these funds would be to put lights on the Softball, Baseball fields, Sand Volleyball court, and the Basketball court. After that goal is met the funds can be used to upgrade fields and the equipment for the kids.

2024 Harrisburg community proposals

Farmers Market Plans

In the beginning of April we will start calling vendors to see who wants to be a part of the Farmers market. We would go over with the vendors how big each spot would be and how much it would cost them to have a spot. We would also go over with them what time the vendors can show up to set up their booths. We would also let them know what time the Farmers market starts and ends. We will have a number of spots available to rent each Sunday. We will start going to the Saturday market to talk to each vendor there and getting their contact info.

1. The first Farmers market will be the second Sunday of May.
2. The first space size will be 6' x 6'. This space will cost you \$50.00.
3. The second space size will be 10' x 6'. This space size will cost you \$75.00.
4. The fees for each space will be collected before the vendors will be allowed to set up their booths.
5. The time to show up for a spot will be 5am. The market will go until 5pm. The vendors can start taking down their booths at 4pm.
6. There will be pre pay on spaces available. Each vendor that pre pays for a spot will be given \$5.00 on their space and pick what space they want. Everyone else will get a first come first serve basis on spaces.
7. We would like to get a couple of food trucks or booths to come to the Framers market as well.

Notes:

2024 Harrisburg community proposals

Harrisburg Carnival

The Harrisburg Carnival can be put on the Friday of May. We can use the old Fire station and the park across the street. I propose we shoot the whole block down from train track to train track for the Carnival. We can have music and the blowup slide and obstacle course across the street on the grass in the park. We can hold the games, face painting, and silent auction in the old fire station. We can see if the Fire department wants to do a BBQ for the night. The proceeds from the BBQ can go to the Fire department for the Firework show on the 4th of July.

Notes:

Addendum 1

2024 Harrisburg community proposals

Sports camps

We would like to take advantage of our location being between Eugene, Junction City, Corvallis, Albany, Halsey, and Brownsville. We can call the elementary and middle schools in all of these towns and let them know of our camps coming up in the summer for all of the kids that would like to join them for the respective sports they like to play. These camps will be day camps that would go from Monday to Thursday. These camps can go for example pitching camp for Softball and Baseball players. Catching camps for kids that would like to get better playing that position.

Volleyball camps for kids that want to get better in Volleyball. We can hold those camps in the sand Volleyball courts. At the end of the volleyball camp the kids can play each other in a mini tournament.

We can see if our coaches or any coaches from the surrounding towns would like to help put these camps on. With the camps each kid will get a shirt for their sport and camp they are participating in.

The fees will be something that would be figured out depending on the costs of the shirts and any other costs for the camps.

Notes:

2024 Harrisburg community proposals

Harrisburg Haunted House

The Harrisburg Haunted House would be held on the second weekend of October to the last weekend of October. We can hold it at the old firestation. We can start at 5pm and go to 10pm. Thursday through Saturday. For each weekend we can feature a different theme. For example we can go to the universities in Eugene and Corvallis and say it's University night or ladies night or Football players night or parents night or kids night. We can go to the high schools and see their theater department would like to help set up the haunted house and be a part of it. We would not let younger helpers work in the haunted house to work it. We are all for younger helpers outside to help work the crowd waiting to go into the haunted house. We do not want to have anyone get hit for scaring someone and getting too close to them when doing it. We can not have anyone touching anyone in any way at all during the Haunted house. For everyone helping or working at the Haunted house will receive a shirt for participating in it. For the design on the shirts we can hold a competition to see who enters the best design. The best design will go on the shirts. Another thought is that we can have someone going around taking pictures to sell of the crowd waiting to go in and see if we can have someone taking pictures somewhere in the haunted house to sell as well.

We can have 4 to 6 big rooms in the haunted house at the end of the rows. In each room we can have different themes. For example we can have a clown room, a polka dot room, a strobe light room, a doll room. In the pathways between the rooms we can have several different mini themes the people can go through.

The cost per ticket can be split into 2 amounts. For example 7 for kids and 10 for adults. We can also sell Coffee, water, and Hot chocolate for the people going to the Haunted house.

Notes:

2024 Harrisburg community proposals

Sports Rec Leagues

We would like to get some Rec leagues out here in Harrisburg through the year. We do have some great facilities like a redone basketball court with 2 pickleball courts. We can call some of the leagues in Eugene, Albany, and Corvallis and see how they started up and invite them out to Harrisburg to check out our court and see what we can do to get some leagues going in Harrisburg. We would like to get a pickleball tournament in Harrisburg started and would go on every year.

We have 2 great sand volleyball courts and we are not using them to their potential.

We can call some of the leagues in the same towns and invite them out to Harrisburg to get a league in Harrisburg going. We would like to see about getting a sand volleyball tournament in Harrisburg started and would go on every year.

Notes:

Agenda 1

2024 Harrisburg community proposals

Skateboard/BMX Tournament

We have a great facility in the Skateboard/BMX park. We would like to start a Skateboard/BMX Tournament at that park. We don't know of any other Tournaments like this in the state of Oregon. We can see if we can get some prizes donated for the winners. We think this can be a big local Tournament that gets put on every year. There are a lot of kids that use the park from all around and those sports are growing more and more popular every year.

Notes:

Addendum 1

SKATE PARK AFTER DARK

Free, public events in support of youth
at skateparks across the valley

Harrisburg - 10/25

Group painting!

Lebanon - 11/1

Karaoke!

Corvallis - 11/8

Live bands + DJ!

Sweet Home - 11/15

Karaoke!

Albany - 11/29

Karaoke + Youth vigil!

Wednesdays
430-630pm



Serving hot food, hot drinks, rain gear,
cool clothes, and tons of resources for youth ages 10-24!



**NATIONAL
RUNAWAY
PREVENTION
MONTH**

Questions?
Text 541-745-4591
or DM us on
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jackson street
YOUTH SERVICES
STREET OUTREACH