



Harrisburg City Council Work Session Minutes
June 22, 2021
6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors Present: Kimberly Downey, Adam Keaton, Randy Klemm (arrived at 6:36pm),
and Charlotte Thomas.
Councilors Absent: Robert Boese
Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck
Scholz, Finance Officer Cathy Nelson, and City Recorder Lori Ross
Meeting Location: Harrisburg Municipal Center @ 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. All present were there for the meeting and items on the agenda.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE: Lieutenant Fountain gave his report and noted that there has been an increase in local thefts and car break-ins. He discussed a probable cause situation in Harrisburg that ended up in negotiations with Lane County Crisis Negotiators for hours blocking Diamond Hill Rd. He was happy to say it ended peacefully.

- Duncan requested better communication for events like this. It would be nice to know what's going on instead of having to hear about from residents in Coburg and suggested that maybe someone could call City Hall. Lt. Fountain agreed that it would be good for us to know so we could let people know to avoid the area.
- Eldridge stated that the City does have a scanner and we were aware that something big was going on to some extent.
- Caughey asked about an alert system? Lt Fountain answered that he didn't think an alert should be used for this type of incident and Scholz agreed that it could cause mass hysteria.
- Thomas agreed that it might not be the best plan for the general public to know where the cops are going. Lt Fountain agreed that there is a balance on what you reveal.

- Scholz stated that in the future, if they need assistance with roadblocks, the Public Works Crew would be able to help cover more ground and they could use there resources better elsewhere.

THE MATTER OF APPROVING STATE REVENUE SHARING RESOLUTIONS, AND HOLDING A PUBLIC HEARING GIVING CITIZENS OPPORTUNITY TO COMMENT ON THE USE OF STATE REVENUE SHARING FUNDS

STAFF REPORT: Nelson stated that this is a yearly resolution that allows the City to get revenue from Cigarette Tax, Liquor Tax, etc. It is different from property taxes.

- Downey motioned to approve Resolution No. 1255, “A Resolution Declaring the City of Harrisburg’s Election to receive State Revenues in FY 2021-22” and was seconded by Keaton. The City Council then voted unanimously to approve Resolution No. 1255, “A Resolution Declaring the City of Harrisburg’s Election to Receive State Revenues in FY 2021-22”.
- Downey motioned to approve Resolution No. 1256, “A Resolution Certifying the City of Harrisburg is Eligible to Receive a State Revenue Sharing Money in FY 2021-22” and was seconded by Caughey. The City Council then voted unanimously to approve Resolution No. 1256. “A Resolution Certifying the City of Harrisburg is Eligible to Receive State Revenue Sharing Money in FY 2021-22.”

THE MATTER OF APPROVING THE CITY BUDGET FOR FISCAL YEAR 2021-22 AND TO ADOPT BUDGET APPROPRIATIONS FOR FY 2021-2022 BY APPROVING RESOLUTION NO. 1257.

STAFF REPORT: Eldridge started by making a note regarding the American Relief Plan Fund. She informed Council that the State of Oregon will not be asking for funds until after July 1st. The 30-day block put in by the ARP program, will go in effect after the state makes the request. She believes it will likely be August when we get our funds. Eldridge stated that the LOC is projecting that we will be getting more funds than the NOC has done, about \$43,400 more. We have decided not to adjust it in our budget for this fiscal year to help keep us more conservative.

Nelson informed Council that she will creating a new spreadsheet for the proposed side due to finding a hidden locked cell in the budget that has been there the last three budget years. The hidden cell was for \$22,000 causing us to be over. She pointed out page 97 of the packet, building and grounds, DEQ license for \$22,000 was hidden and locked.

- Downey asked if we needed to get a license with the DEQ and Nelson answered that she has already spoken with Scholz, and he said no. She pointed out that the license fee on the line above for \$2,500 is the amount it should be, and she has no idea what that amount was for. Downey asked if maybe it could be associated with the water rights for the river and Nelson replied that she didn’t know. Thomas asked if it was spent and Nelson answered, no, that it was never spent it was just there. Scholz advised that it be moved up to building and ground maintenance as he feels that he has use for that money there.
- Nelson pointed out that it does show reflective in the Community and Economic Development because of meeting June 8th, the figures will be different from proposed to approved. Downey asked what the amount is needed to notify the Budget Committee of changes that were made, and Nelson answered ten percent of the entire budget.
- Keaton asked about the two new funds for building permit and if it was related to the new Junction City permit program. Nelson answered yes that per our agreement with Accela, the program needed to have their own fund.

- Downey asked if anything controversial came up at the Budget meeting and Council replied no.
 - Thomas **motioned to adopt the Approved FY 2021-2022 City Budget as amended, and to approve the FY 2021-2022 City Budget through Resolution No. 1257, "A Resolution Making Appropriations for the City of Harrisburg, Oregon, for the Fiscal Year 2021-2022" and was seconded by Downey. The City Council then voted unanimously to adopt the Approved FY 2021-2022 City Budget as amended, and to approve the FY 2021-2022 City Budget through Resolution No. 1257, "A Resolution Making Appropriations for the City of Harrisburg, Oregon, for the Fiscal Year 2021-2022."**

THE MATTER OF APPROVING RESOLUTION NO.1258, AND THEREBY UPDATING COUNCIL POLICY 18-1.04

STAFF REPORT: Eldridge reminded Council that this resolution has been discussed at the last three meetings. Caughey asked Eldridge if this policy should be displayed at City Hall, the Library and in the Municipal Center and Eldridge replied yes.

- Caughey **motioned to approve Resolution No. 1258, "A Resolution Amending Council Policy No. 18-1.04" and was seconded by Downey. The City Council then voted unanimously to approve Resolution No. 1258, "A Resolution Amending Council Policy No. 18-1.04."**

THE MATTER OF A REQUEST FROM THE PRESIDENT OF KIDS S.A.F.E FOUNDATION TO BE ALLOWED TO APPLY AN EXCEPTION TO HMC 9.40.020 IN ORDER TO BE A VENDOR ON THE 4TH OF JULY.

STAFF REPORT: Eldridge stated that she was contacted by Derek LeBlanc, president of the Kids S.A.F.E Foundation regarding a booth for the 4th of July where they would be teaching firearm safety with BB Guns in a controlled area. She stated that as per HMC 9.40 prevents the discharge of BB Guns inside the City limits. Leblanc reviewed the code and thought that since they are set up like a private shooting range and they are designed for target shooting, that it would be permitted. Eldridge stated the Daisey BB Guns have a velocity under 350 ft/sec and that those are the only ones allowed. She stated that City Council can restrict use of this to a large community event only as the product can be purchased by the public in the City.

- Klemm stated that he was in favor of this in a controlled environment as providing education to our kids it's a best way to combat gun violence.
- Downey asked LeBlanc why they are having children shoot BB Guns and he replied that it was the best way to bring awareness to their cause which is saving guns from gun violence. He pointed out the accident that happened here in December of 2019 and the importance of educating our kids about unsecured firearms. He informed Council that they start off with the four safety rules; (1) treat every gun like it's loaded, (2) mussel pointed in a safe direction which is up or down, (3) fingers are straight and off the trigger and (4) make sure of my target and what is beyond.
- Downey stated that she had great respect for firearms, and she thinks it's important and is all for it.
- Keaton asked if there were any close calls and LeBlanc said no. The Daisy's that they use are about 220ft/sec and they take safety very seriously. Keaton stated he was happy with it.
- Caughey stated that he is very much in favor of this.

- Thomas stated that the more exposure they have the better and curiosity is what killed they young boy from Harrisburg. The more knowledge that kids and adults have the better.
- LeBlanc said it was a family affair and they provide information for everyone. He would like to teach here in Harrisburg and Thomas suggested he contact the school board.
- Duncan said it was an incredibly important issue and brave people like LeBlanc that step into gaps and fill in common sense areas that need to be filled in and he was very proud. He was all for it and so proud of the Council for their impute.
- Downey **motioned to allow the exception under HMC 9.40.020 to apply to the use of the inflatable BB gun range, and that the use of a unit such as this one is restricted to a large community event in which there are typically the presence of food vendors, such as the Old-Fashioned 4th of July Celebration** and was seconded by Klemm. **The City Council then voted unanimously to allow the exception under HMC 9.40.020 to apply to the use of the inflatable BB gun range, and that the use of a unit such as this one is restricted to large community events in which there are typically the presence of food vendors, such as the Old-Fashioned 4th of July Celebration.**

THE MATTER OF REVIEWING AND APPROVING THE ENGINEERS RECOMMENDATION OF THE IRON & MANGANESE REMOVAL SYSTEM FOR THE NEW NORTH & SOUTH WATER TREATMENT FACILITIES.

STAFF REPORT: Scholz informed Council that we are sole sourcing out equipment to keep the price down and get what we want. He included, with the iron manganese filters, the lowest bid which was Lee Odell's. The City engineers agreed with Scholz that bid did not meet the bid specs of what we asked for in the bid process and that's why recommendation is not the lowest bid.

- Klemm asked with the price of everything going up, will it affect any future projects?
- Scholz answered yes, but it's not beating us up. The City went from stick frame buildings to CMU which is cheaper now. Overall, it is costing us more. We redid the cost analysis for the project overall and we are 11-15% higher than 2018-2019 and when we did the masterplan. We have enough to cover, however, we lost a water line replacement out of the distribution system to cover that. We have planned for water line replacements every year out of the budget so it would just be the next one on the list. Scholz also noted that those estimates are not based on the actual bid so our bids could come in better than the estimates right now.
- Caughey **motioned to accept the bid for Iron & Manganese Removal System from Atec System in the amount of \$325,000.00 and was seconded by Klemm. The City Council then voted unanimously to accept the bid for Iron & Manganese Removal System form Atec System in the amount of \$325,000.00.**

THE MATTER OF REVIEWING AND APPROVING THE STAFF RECOMMENDATION PURCHASE OF GENERATOR EQUIPMENT FOR THE NEW NORTH & SOUTH WATER TREATMENT FACILITIES

STAFF REPORT: Scholz mentioned Sourcewell was a nation-wide program accepted in all states and instead of standard bid process it is based on equipment. They go out and do the bid process themselves to get the best price for Cities. You work with the dealer, and they give you the bid price that was done and each source pays back into program to pay for the bid process. On the Peterson Cat bid, page 127, you can see that the unit price is \$147,050.00 and the price after the bid is \$102,181.00. This takes away a lot of staff time and every state accepts them. The next Sourcewell product will be the emergency sewer pumps.

- Thomas **motioned to accept the (Sourcewell Competitively Solicited) Peterson Cat Bid for (two) Electric Generators and Related Equipment in the amount of \$204,362.00 and was seconded by Klemm. The City Council then voted unanimously to accept the (Sourcewell Competitively Solicited) Peterson Cat Bid for (two) Electric Generators and Related Equipment in the amount of \$204,362.00.**

THE MATTER OF REVIEWING AND APPROVING THE ENGINEERS RECOMMENDATION OF THE ON-SITE CHLORINE GENERATOR EQUIPMENT FOR THE NEW NORTH & SOUTH WATER TREATMENT FACILITIES

STAFF REPORT: Scholz stated this is for the onsite generation for the chlorine. The City will use salt and electromagnets and create our own chlorine onsite. It's a lower dose, it won't oxygenate or rip the iron magnesium out of the water. The lower bidder again, did not meet the specifications in the book. The system that we chose is straight forward and it will get the job done. Scholz noted that his next two years of work went out to bid today and the bid will be presented at the first meeting in August. Diamond Hill Rd waterline replacement from 7th to 9th is also out to bid. Currently, Northwest Natural is replacing all gas lines and putting them back deeper.

- Caughey **motioned to accept the bid for the chlorine equipment from Denora in the amount of \$192,775.00 and was seconded by Klemm. The City Council then voted unanimously to accept the bid for the chlorine equipment from Denora in the amount of \$192,775.00.**

CITY ADMINISTRATORS VERBAL REPORT

- **Grand Re-Opening:** Eldridge stated that the Grand Re-Opening had about 15-20 people at the ribbon cutting. Hurds had some promotions as well as J & S Art and Grocery Outlet. Magnuson Dental had an open house.
- **BN:** Eldridge emailed Council the original BN agreement today. City Attorneys will be attending that meeting and it will be an executive session.
- **TAC:** She would like to know if someone would want to join TAC, the Technical Advisory Committee. They meet on the second Wednesday of the month from 1:30pm to 3pm and if anyone is interested, she will send out notification. Keaton stated that currently all the meetings are online and because of multiple counties involved, it's difficult to get everyone together. Keaton asked the Council if they would like for him to bring back reports from meetings and the Council said yes.
- **County Update:** Eldridge stated that Linn County is still in the high-risk category, and we need over 42,000 people vaccinated to reach 70%. No further county risk levels will be announced after this week.
- **VFW:** Eldridge has reached out to the VFW, and she has not heard anything yet.
- **LCBD:** The City will no longer be using Linn County's Building Department for inspections and will be using Junction City instead. Their attorney wanted a termination resolution that the Commissioners had to approve. Eldridge stated that she had the authority to sign and that she didn't need to bring it before Council again. She noted that the implementation process is harder than expected. The City is hoping to go live July 1st.
- **Welcome Carol:** Eldridge informed the Council of the City's new employee, Carol who will be the Utility Billing Supervisor, Code Enforcement and Building Permit Clerk.
- **Broadband:** Eldridge mentioned that Ross was contacted by a resident with a question for the Mayor regarding municipal broadband. The City is in an area that

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has about 940Mbps so currently we are not eligible for some of the rural programs available through Gov Browns Broadband Plan, but we do have an LOC priority. Caughey mentioned that if you don't have enough providers, you can get some assistance. Eldridge stated that Harrisburg has five different internet providers. Thomas asked what good it would do to look further into it, if we already have five and that would mean that the city would be taking over Broadband. Eldridge answered yes. Keaton mentioned that Halsey brought in Alyrica to do fiber connection for the town. He stated that he's not a fan of government agencies getting involved in internet delivery services and he doesn't think it's worth worrying about too much. She will continue to keep her eye out.

ADJOURN at the hour of 7:46pm.

Mayor

City Recorder