



## City Council Business Meeting Minutes August 09, 2022

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Mayor: Robert Duncan, Presiding  
Council President: Mike Caughey, Present  
Councilors Present: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm and Charlotte Thomas  
Staff Present: City Administrator Michele Eldridge, Public Work 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 6:31pm.

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

**THE MATTER OF APPROVING ORDINANCE NO. 986, "AN ORDINANCE ADOPTING HMC 13.30 SURFACE/STORM WATER REGULATIONS IN THE CITY OF HARRISBURG"**

**STAFF REPORT:** Eldridge pointed out the updated copy of Ordinance No. 986 on their desks, (**Addendum 1**) which has the correct effective date. She stated this ordinance is required as part of our TMDL (Total Maximum Daily Levels) requirements given by the DEQ and with the City located near the Willamette River, it is very important to us. She stated the Scholz put the ordinance together with assistance from the City Attorney's office. Eldridge pointed out section 13.30.360 (Penalties) and explained the difference of (3) which is a cite for negligence and (4) as a misdemeanor for someone who intentionally violates this chapter. She informed Council that they can make the change to cite both as a misdemeanor if that's what Council chooses.

- Downey asked about an example of 13.30.100 (Prohibition of Illicit Connections) and Scholz replied that it would be someone who connected their storm line to the sewer line illegally which cost more money to treat at the sewer plant. If it was discovered, Scholz said the resident would be given a notice to comply first and if they chose not to, they would be cited at that point.
- Boese asked if we have a set schedule to sample storm water monthly? Scholz replied currently we are not on a set schedule.
- Thomas **motioned to approve Ordinance No. 986, "AN ORDINANCE ADOPTING HMC 13.30 SURFACE/STORM WATER REGULATIONS IN THE**

**CITY OF HARRISBURG". The motion was seconded by Downey and passed by unanimous vote of City Councilors-Caughey, Downey, Boese, Keaton, Klemm, and Thomas.**

**THE MATTER OF APPROVING OUT OF STATE TRAVEL FOR THE CITY ADMINISTRATOR AND MOVING THE CITY COUNCIL BUSINESS MEETING TO SEPTEMBER 6, 2022**

**STAFF REPORT:** Eldridge gave a brief description of the conference and stated it would be a great benefit to be able to get their resources. She asked Council for permission to attend the conference and to move the September City Council Business meeting to September 6, 2022.

- Caughey commented that he would not be able to attend a meeting on September 6th and Klemm noted he would not be able to either. Boese commented that he is not certain that date will work for him.
- The consensus from Council is they were fine if there was no Business Meeting on September 6<sup>th</sup>, 2022.
  - Caughey **motioned to approve the out of state travel for the City Administrator and was seconded by Downey. The motion to approve the out of state travel for the City Administrator passed by unanimous vote of City Councilors-Caughey, Downey, Boese, Keaton, Klemm, and Thomas.**

**THE MATTER OF A PRESENTATION OF THE REAL (RURAL ECONOMIC ALLIANCE) WEBSITE**

**STAFF REPORT:** Eldridge stated the City has been a part of REAL; formerly Mid-Valley Partners, since 2015 which is made up of eight different cities. The group received a grant from OCWCOG and one through from Philomath and Linn County to be able to create a new website that will launch August 30<sup>th</sup>. Eldridge then walked City Council through the website address of <https://ruraleconomicalliance.com/>. Eldridge is hoping this will help all the participating cities with marketing themselves.

- Downey asked how we are going to get the word out about the website. Eldridge replied they will be having a launch at the end of the month including press releases and social media post. Downey would like the hits to be monitored.
- Klemm asked who is going to host and manage the website. Eldridge replied that Lebanon will be doing some, but it will be maintained by all the participants.
  - Keaton asked about funding. Eldridge commented that there is an MOU through all the participating cities. They would like to get funding through a grant to get a RARE person from the U of O who can take care of it going forward.

**THE MATTER OF APPROVING THE CONSENT LIST**

- Klemm **motioned to approve the consent list. The motion was seconded by Downey then passed by unanimous vote of City Councilors-Caughey, Downey, Boese, Keaton, Klemm, and Thomas. Motion to approve the consent list approved the following:**
  - **Harrisburg City Council Minutes for May 24, 2022 and June 14, 2022**
  - **The Payment Approval Report for July 2022**

**CITY ADMINISTRATORS VERBAL REPORT**

- **Vincent Ferris:** Eldridge informed Council that Vincent Ferris Construction located at 1070 S 6<sup>th</sup> St has met his provision requirements and is going to begin construction soon. He will begin by putting up the carport first followed by the larger building.

- **Zoning & Development Code-Public Hearing August 23, 2022:** Eldridge informed Council that this would be going to the August 23, 2022, meeting and she would like Council to look at prior to the meeting. Eldridge commented that the new code allows more flexibility for homeowners and business's and added that John Hitt would be attending the meeting.
- **School Reserve Officer (SRO) for School District:** Eldridge commented that Bryan Starr had spoken to Sheriff Duncan at National Night Out and commented they might not have enough staff to accommodate an SRO but will look at different options.
- **Hayden Homes- Sommerville Loop:** Eldridge informed Council that she received the pre-application request on Thursday, and they want to put a subdivision where Woodhill Crossings would be. They are looking at tandem duplexes and single-family dwellings with some larger lots.
- **S 9th St Extension:** Eldridge informed Council that this project has gone out to bid and closes this Thursday. It should be presented at the next City Council meeting.

**OTHER ITEMS:**

- Nelson stated that interest rates are up to 1.65% which is another \$157,000 for the budget next year.
- Caughey asked about the status of the Cameron McCarthy finished product (Master Park Plan). Eldridge commented that they have been delayed due to COVID and the recent departure of Kelsey. Caughey noted the recent payment made to them from the City as asked if that is a partial payment. Eldridge replied it is what we owe them for the work they have done up to date.

**ADJOURN:** With no further discussion, the City Council meeting adjourned at the hour of 7:24pm for the HRA Board meeting to begin.

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Mayor

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City Recorder

**ORDINANCE NO. 986**

**AN ORDINANCE ADOPTING HMC 13.30 SURFACE/STORM WATER REGULATIONS IN  
THE CITY OF HARRISBURG**

WHEREAS, the City of Harrisburg does not currently have specific storm water regulations other than currently being addressed in HMC 15.05 Building Codes; and,

WHEREAS, the State of Oregon through the Department of Environmental Quality is requiring all cities to have storm water regulations in relation to TMDL requirements,

NOW, THEREFORE, The City Council of the City of Harrisburg does hereby ordain as follows:

**Section 1.** HMC 13.30 Surface/Storm Water Ordinance, defining TMDL regulations is hereby adopted, as shown in Exhibit A.

**Section 2. Effective Date.** September 9, 2022

PASSED BY THE COUNCIL: \_\_\_\_\_

APPROVED BY THE MAYOR: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

\_\_\_\_\_  
Mayor Robert C. Duncan

ATTEST:

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Lori Ross, City Recorder