



City Council Business Meeting Minutes February 11, 2020

The Harrisburg City Council met on this date at the Harrisburg Municipal Center, at 6:33pm. Mayor Robert Duncan was presiding. Also present were Mike Caughey, Kimberly Downey, Adam Keaton (present via phone 6:30-7:25pm), Randy Klemm, Charlotte Thomas (Arrived 7:00pm) and Youth Advisor Quinton Sheridan. Staff Present were Interim City Administrator John Hitt, City Recorder/Asst. City Administrator Michele Eldridge, PW Director Chuck Scholz, and Finance Officer Tim Gaines.

CONCERNED CITIZEN(S) IN THE AUDIENCE. No citizens were present in the audience.

NEW BUSINESS

**A PUBLIC HEARING WAS OPENED AT 6:33PM, TO ALLOW PUBLIC TESTIMONY
IN RELATION TO THE HOUSING REHABILITATION PROJECT**

**THE MATTER OF A PUBLIC HEARING TO OBTAIN CITIZENS VIEWS ABOUT THE
HOUSING REHABILITATION PROJECT FUNDED WITH COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDS FROM OREGON BUSINESS DEVELOPMENT DEPARTMENT.**

**THE PUBLIC HEARING WAS CLOSED AT 6:34PM, AS NO CITIZENS WERE
PRESENT TO PROVIDE TESTIMONY**

Staff Report: Hitt outlined the staff report, noting the City is the fiduciary agent for the \$400,000 Community Development Block Grant (CDBG) from the Oregon Business Development Department that started in 2017. Some of the samples of the types of work the program provided is attached to the agenda.

Liza Newcomb is the Program Manager for DevNW, the non-profit group that is the result of a merger between the Willamette Neighborhood Housing Services (WNHS) and Neighborhood Economic Development Corporation (NEDCO). Harrisburg is considered the 'sponsor' for this program. They undertook 7 projects, that were scattered in Lebanon, Sweethome, and the surrounding regional area. They partner with the Community Services Consortium (CSC), to work with residents who needed assistance. Most of the people who received services, are older, and therefore, didn't want to drive to the meeting tonight, but they wanted to pass on their thanks for the City being a sponsor of the project.

Klemm commented that he was a huge fan of what they do. Newcomb told him that they've been partnering with CSC, who typically works on windows and insulation, while they focus on roof and electrical. They also partner with USDA (United States Department of Agriculture), to handle homes that have larger needs, that exceed the typical per home threshold. Mayor Duncan added that he felt that they got the right person to have this job, as he has listened to Liza during her presentation. Caughey commented that some of these pictures are just astounding, for the difference it made for those homeowners.

Mayor Duncan thanked her for coming tonight, and on behalf of the City of Harrisburg and the City Council, wanted to thank her for her work, and wished her continued success.

THE MATTER OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF HARRISBURG AND LINN COUNTY SHERIFF'S OFFICE

Lieutenant Michelle Duncan reviewed the report for January (Provided for Council in a future agenda.) She noted that 9 adults were arrested, and they had 38 traffic warnings, and 40 citations. Several vehicles have been broken into; the biggest issue here is that people aren't locking their vehicles. They tell everyone to not leave valuables in their cars; most of what was stolen was medical equipment, medicine, and power tools. They made a significant arrest on criminal mischief with Steven Laslo. He was arrested on multiple charges and had accidentally shot a firearm into a neighbor's house. Nobody was hurt; he was lodged in jail for reckless endangerment and was also a felon with a firearm. They did seize more guns.

- Mayor Duncan asked if she was noticing any particular parts of town as having more problems than others?
- Lieutenant Duncan said that she saw more things happening on LaSalle, Sommerville Loop, and N. 6th St. For some reason, people kept on running their vehicles into parked cars. It's happened several times in Harrisburg. It really wasn't a bad report for January.
- Caughey had a question for her, about whether the Sheriff's Office was going to continue to cease reporting the number of traffic hours spent in town, which is what they did in November and December?
- Lieutenant Duncan reminded him that we brought it up several meetings ago. As all of the cities have agreed, the traffic hours are confusing to the deputies, as to what is traffic vs. what is crime. She explained the deputies are trying to give a clear, accurate picture, but stuff gets missed. They can do a traffic patrol, but they are also looking for suspicious activity. If they are doing something suspicious, then pulling them over isn't exactly a traffic stop. Instead, they consider that patrol hours. She truly believes that the traffic hours aren't useful, because of how they could be applied, and the city's agreed at the time to instead, not use traffic hours as a measure. To be truly realistic, she felt that the Council should be looking at citations and warnings.
- Caughey said that we don't want to specify any goals in relation to citations. We just want people to stop doing the stuff they are doing!
- Lieutenant Duncan noted that traffic hours aren't really helpful to find out how they are doing; she could do 100 hours of traffic, but if she patrols when nobody is on the road, then it's not really helpful. If you see citations and warnings, and see an acceptable number of those, then that can be what you decide is acceptable. They had a super good month this last month. Despite the hours for the contract being reduced, they had citations and warnings significantly up. She added that their

patrol hours aren't going to reduce people crashing in to parked cars, or somebody who backs up into another one. The safety issue is clearly the most important thing to focus on for all of us.

Lieutenant Duncan and the Council had some discussion at this point about traffic safety, and discretion of the officers. Klemm said that he's not really in favor of using citation numbers as a goal. We want to have better safety. Lieutenant Duncan told him that we need to determine where the problem is. Is it enforcement, education, or perhaps visibility, if people repeatedly run a stop sign in a certain location? The deputies are getting better. We will work together on this. Caughey asked her if she could provide them with a two-page cheat sheet on what the codes are.

The City Council and Lieutenant Duncan then discussed the details of the IGA. Caughey pointed out what he felt was an error, that the 3.85% raise was supposed to have been charged back to July 1st of 2019, rather than the 5.2% increase, which is retroactive to July 1st. He felt that we had an agreement in writing, which the Sheriff should be honoring. Lieutenant Duncan, however, said that the figure given was an estimate, because they needed budget numbers. Caughey said that perhaps he was misinformed. He thought that until the contract was finalized, it would be this rate up to that point, and then after negotiations, it would be increased to the actual number. Hitt said that he has an email, stating that there is a 3.85% increase, until the contract could be negotiated and completed. It was completed in September but would retroactively apply. Caughey didn't understand that. Thomas said that she could see what Mike was thinking on that.

Hitt informed Council that they could make any decision they want to, like this is a guarantee, and the first six months should be configured at 3.85%. Hitt noted that the amount it increased is significant. This was discussed at our quarterly meetings. Obviously, the sheriff disagreed, and this is what was sent. The City Council has the choice of asking for an amendment, of applying 3.85% to the first half of 2019/2020, or they can accept it as is. There aren't a lot of options. Caughey said that perhaps he was misinformed, or the intent wasn't clear. But he does want the hours to be put in here for holiday coverage. We want people to have less accidents because they are disobeying the law. That's the bottom line, whether it takes zero citations, or 100 or them. He hates requiring a certain amount of citations a month.... that's how places get a horrible reputation. That is not what Harrisburg is about, and what we think. We don't want to require a certain number of citations. Lieutenant Duncan added studies show that citations are more effective, but you should try to educate people first. Caughey thought that was a good way to do it.

Klemm asked if perhaps if the Sheriff could be clearer when putting out a number to be used for budgeting purposes, then we wouldn't have misunderstandings. Lieutenant Duncan truly felt that the figure sent was to try to help the city with the budget. She will relay that to the sheriff. When you operate without a contract it always applies retroactively. Hitt added that as Caughey has noted previously, that the numbers are not in this contract. We will be asking for two deputies for the light parade, and four deputies for the 4th of July.

- **Downey motioned to approve the amendment to the Intergovernmental Agreement between City of Harrisburg and Linn County Sheriff's office. She was seconded by Keaton, and the City Council voted unanimously to approve the amendment to the IGA, in order to reflect that it is effective from July 1, 2019 to June 30, 2022, with the allocation of at least 4 deputies for 36 hours for the 4th of July and 2 deputies for 4 hours to the Christmas light parade (addendum to paragraph 11 of exhibit A of said agreement) and in annual amounts not to exceed those of paragraph 1.**

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Thomas arrived at the hour of 7:00PM, and Keaton left the meeting at the hour of 7:27pm. This maintained the quorum of the City Council between the hours of 6:30pm to 7:00pm.

THE MATTER OF CONSIDERATION OF AN EMPLOYMENT AGREEMENT WITH JOHN HITT TO SERVE AS HARRISBURG CITY ADMINISTRATOR

- Eldridge read aloud statements that had been provided by Councilors Rob Boese, and Adam Keaton. (These are on file in the City Records Office.)
- Caughey commented that John has already shown himself to be a true Harrisburgian.
- Thomas agreed, and **motioned to approve the proposed City of Harrisburg – John Hitt Employment Agreement.** Both Downey and Caughey **seconded the motion at the same time. The motion was agreed to unanimously by the City Council.**
- Hitt said that both staff and the City Council have been good groups to work with, and if they hadn't had been, he wouldn't be willing to be the permanent City Administrator. He looked forward to the future and thanked them for hiring him as a regular and permanent City Administrator.

RESOLUTIONS

THE MATTER OF APPROVING PERSONNEL POLICY NO. 105, 'NO-HARASSMENT' AND RESOLUTION NO. 1226

- Eldridge quickly summarized the Personnel Policy changes, and her comments in the Staff Report.
- Downey **motioned to Approve Resolution No. 1226, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, TO UPDATE POLICY NO. 105, NO-HARASSMENT".** She was **seconded** by Thomas, and the **City Council voted unanimously to approve Resolution No. 1226, and therefore Policy No. 105, No-Harassment.**

THE MATTER OF APPROVING THE CONSENT LIST

- Downey **motioned to approve the Consent List and was seconded** by Caughey. **The City Council then voted unanimously to approve the Consent List. The following items were approved by this Council action:**
 1. **The City Council Minutes for the November 12, 2019 Business Meeting.**
 2. **The payment approval report for January 2020**

CITY ADMINISTRATOR VERBAL REPORT

Summer Sounds and Movies/Tri-County Chamber of Commerce:

- Hitt noted that he was meeting with the Chamber of Commerce, and had asked them to co-sponsor the concerts, as well as possibly the movies. There were some issues with the movies, which might be discontinued. He will be meeting with the Chamber in March.

RAIN - 6 Month Report from Corey Wright (Scheduled presentation for March 24, 2020):

- Hitt spoke briefly about RAIN, and the services that they were bringing to Harrisburg.
- Eldridge added that on February 27, 2020, there was going to be a Fireside Chat Session with a well-known business investor.

Coburg Police Traffic Enhancement Pilot Program - Schedule 2nd Meet & Greet Session?

- Hitt spoke briefly about whether the City Council wanted to have a second meet and greet, but City Council didn't really feel that they needed to have one.
- Downey wanted to make sure that we bring down the deputy who was working with the Neighborhood Watch groups. She wanted to have the crime forum meetings working again.

Knife River - Preliminary Title Report, and Knife River Offer to pay \$5,000 in Farm Deferral Charges from Linn County:

- Eldridge noted that the preliminary title report was here, and it looked as though everything would be completed in time for closing at the end of the month.
- Hitt said that the plat had finally been recorded by the County. He then explained that we had discovered that there were farm deferral charges that needed to be paid, and which Knife River was willing to do.

Miscellaneous:

- Hitt noted that he would be applying for a TGM (Transportation and Growth Management) grant, which would allow us to update and revise our TSP (Transportation System Plan.) He had already presented a notice to the DLCD for that. (Department of Land Conservation and Development). He would also like to apply for a RARE (Resource Assistance for Rural Environments) person to assist with those. He would have that person work on the TSP update, or on the Parks Master Plan, which also needs to be updated. The Parks Master Plan will include the need to create a final conceptual plan for the new park's property.
- Hitt then asked for a consensus from Council, to have him be the primary representative from the City to be part of the Oregon Cascades West Council of Governments Regional Consortium, in relation to wetlands, with Eldridge appointed as the secondary. ***City Council agreed with those appointments.***

ADJOURN The City Council adjourned at the hour of 8:02pm.

Mayor

City Recorder