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Harrisburg City Council Minutes February 13, 2024

Mayor: Robert Duncan, Presiding
Council President: Mike Caughey, Present
Councilors Present: Kimberly Downey, Randy Klemm, and Charlotte Thomas (via phone)
Councilors Absent: Robert Boese (Excused) and Cindy Knox (Excused)
Staff Present: City Administrator Michele Eldridge, 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

The Pledge of Allegiance was led by Mayor Robert Duncan.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:32pm

CONCERNED CITIZEN(S) IN THE AUDIENCE:

- Harrisburg resident, Troy Jones of 22335 Gap Rd, is a representative of Friends of Gap Rd (FOGR) and approached Council asking for their support in opposition of the Muddy Creek Energy Park located on Gap Rd. Eldridge commented that the City would need to remain neutral but individual Council members can always show support for the cause. Jones provided Council with **Addendum 1** and stated that another meeting will be held in March.
- Downey voiced her support for the FOGR and Mayor Duncan commented that he would be attending the March meeting at Life Bible.
- Klemm asked if FOGR has contacted any Linn County Commissioner's. Jones replied they have been in contact with Commissioner's Springer and Nyquist.
- Harrisburg resident, Yvonne Scott of 33864 Mt. Tom Dr commented that she was concerned about the water source becoming contaminated with this type of facility.

Councilor Thomas arrived to join the meeting in person at the hour of 6:42pm.

THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBERS TO A TERM SET TO EXPIRE DECEMBER 31, 2024 AND A TERM ENDING DECEMBER 31, 2026: Neither applicant was present this evening. No comments or concerns.

- Mayor Duncan **motioned to appoint Douglas Buchholz to serve on the Budget Committee for term ending December 31, 2026 and Jana Jenkins to serve on the Budget Committee for a term set to expire December 31, 2024.**

THE MATTER OF REVIEWING AN IGA (INTERGOVERNMENTAL AGREEMENT) WITH THE DEPARTMENT OF LAND CONSERVATION and DEVELOPMENT (DLCD) FOR PARTICIPATING AND COMPLETING ANOTHER 5-YEAR NATURAL HAZARDS MITIGATION PLAN (NHMP) FOR THE CITY OF HARRISBURG, AS PART OF THE MULTI-JURISIDICIONAL COMMITTEE COLLABORATING ON THE LINN COUNTY NHMP PROJECT: Eldridge reviewed the staff report

commenting this is the same Natural Hazard Resource Program that first came to Council five years ago. She noted this process began last year with Linn County and the DLCD, but the IGA provided had several things the cities wouldn't agree with. Since then, they have regrouped, started over and are working on grants provided by FEMA. Eldridge commented that cities will only have to provide time, energy, public engagement, and a few other things. Eldridge will be participating in the meetings to determine which hazards will be more applicable to Harrisburg. Eldridge stated once FEMA approves the project plan, it will come back to City Council for approval.

- Scott commented that FEMA hasn't completed a wetlands map for our area since 2010 and is concerned about FEMA taking land to put solar and other items on. For the record she wants to be certain that we know what the FEMA Emergency Management Plan is all about.
- Thomas asked if we were required to participate, and Eldridge replied the City is if they are wanting to participate in FEMA emergency grants if a disaster is declared.
- Klemm **motioned to approve the IGA with DLCD for the completion of the next NHMP and to authorize the City Administrator to sign the document on behalf of the City and was seconded by Caughey. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Thomas. No: None.)

THE MATTER OF CONSIDERATION OF AN ALTERNATE WORK SCHEDULE FOR CITY STAFF MEMBERS, AND HOW IT WOULD AFFECT CITY FACILITY SCHEDULES: Eldridge reviewed the staff report noting this change would allow Public Works to be more productive in the summer months by offering them a four-day; 10 hour split schedule. Eldridge noted that City Hall does not have enough staff to support that schedule and thought four-9-hour shifts with a half day on Friday made more sense.

- Downey and Klemm would like to get feedback from our residents before deciding.
- Thomas would not be opposed to having a half day on Friday
- Caughey likes the idea for Public Works and likes the thought of being open longer hours for our citizens. Caughey would also like resident feedback.
- The consensus from City Council is to get feedback from the residents by having a survey available. Eldridge commented that we would post the survey on Facebook, City website and include it in the Utility Bill.

THE MATTER OF APPROVING THE ANNUAL COLI INCREASE AS RECOMMENDED BY THE PERSONAL COMMITTEE: Downey reminded Council the COLI is the only time employees at the top of their wage scale receive a raise. Eldridge referred to **Addendum 2** and informed Council that we have seven staff members who are at the top of their wage scale.

- Thomas likes to support our employees and would like to offer Scholz a bonus for his hard work these last two years; noting that it has been two years since his last bonus.

Thomas would like to offer a \$5,000 bonus and would like to make certain it will fit into the upcoming budget. Nelson stated that she would look into it.

- Downey likes the 3.5% increase to keep up with the economy and feels the City has the room right now to offer it.
- Klemm is leaning towards 3% due to trying to put funds away for the Water Bond Project. Nelson noted the difference between 3% and 3.5% is \$30,911.
- Caughey feels employee retention is important and competitive wages is the key in doing so.
- Thomas asked if the difference between percentages included everything. Nelson replied to Thomas it does, including PERS as well.
 - Downey **motioned to approve the annual COLI increase of 3.5% and was seconded by Caughey. The motion passed by a vote of 3-1.** (Yes: Caughey, Downey and Thomas. No: Klemm.)

THE MATTER OF APPROVING THE ANNUAL EVALUATION AND A PROPOSED WAGE

INCREASE FOR THE CITY ADMINISTRATOR: Downey commented on the low turnout this year for the City Administrator Evaluation which included only one Planning Commissioner and one employee. She noted her overall rating was 3.6 out of a possible 4 and it was suggested at the Personnel Committee Meeting to give her a \$5,000 wage increase.

- Nelson noted the City Budget can afford to offer her a \$5,000 wage increase and the COLI if the budget allows one.
- Eldridge reviewed her advocacy for the City as shown in Exhibit B.
- Caughey commented on the amount of awarded grants due to Eldridge.
- Klemm stated that Eldridge has exceeded his expectations.
- Thomas appreciates all Eldridge has been doing for the City.
- Mayor Duncan stated that Eldridge has a love for this City which was something other candidates didn't have.
 - Klemm **motioned to approve; (1) the Annual Evaluation for the City Administrator Michele Eldridge at a score of 3.6 out of 4; (2) approve a \$5,000 wage increase to the City Administrator with an effective date of March 1, 2024, plus the approved COLI if the budget allows and (3); approve the changes made to section 4.1 of the City Administrator Employment Agreement reflecting salary and was seconded by Downey. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Thomas. No: None.)

Eldridge commented that it is an honor to serve as the City Administrator for Harrisburg and she is grateful for the support of the City Council and her wonderful team members.

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

- Downey **motioned to approve the consent list and was seconded by Thomas. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Klemm and Thomas. No: None.) Motion to approve the consent list approved the following:
 - **Minutes from the December 19, 2023 City Council Meeting**
 - **The Payment Approval Report for December 2023**

CITY ADMINISTRATOR VERBAL REPORT:

- Administrative Assistant Position: Eldridge informed Council we have not hired a new Administrative Assistant yet. City staff will be re-opening the position again next month.

- City Attorney Update: Eldridge announced that the City has a new City Attorney, Sean Kidd beginning March 1st. Kidd will also be offering City Prosecuting services as well.
- Eldridge informed Council of a letter she received from the Senior Center (**Addendum 3**) in appreciation of the work Public Works recently completed on the building including repairing the railings and the door locks.
- BNSF Update: City Attorney, Jim Brewer believes we are making progress with BNSF. Scholz and the City Engineers will be meeting soon to discuss an agreement that will outline what responsibilities each railroad will have for completing the work.

The City Council Business Meeting recessed at the hour of 7:50pm to prepare for the Executive Session.

The City Council began the Executive Session at the hour of 7:59pm.

THE MATTER OF HOLDING AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) "TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED"

The City Council exited the Executive Session and reopened the City Council Business Meeting at the hour of 8:44pm.

With no further business, the City Council Business Meeting adjourned at the hour of 8:45pm.

Mayor

City Recorder

SAVE OUR FARMLANDS!

The Muddy Creek 'Energy Park' is NOT a park. It is an Industrial Solar Photovoltaic Facility.

The compound would cover over 1,500 acres of highly valued private land zoned for Exclusive Farm Use (EFU), located on Gap Road, 8 miles south of Brownsville in Linn County, Oregon. Along with the solar panels the complex would include a battery storage system, a collector substation, power collection system, 1/2 mile of overhead transmission lines, perimeter fencing, access roads, staging areas and more. **NOT A PARK!**

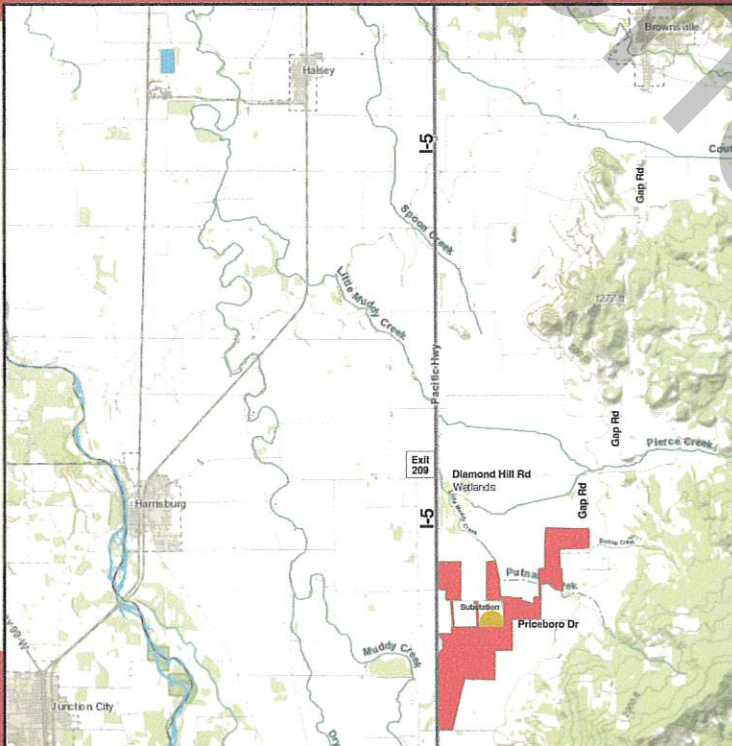
The applicants are a company called Hanwha (South Korea) and Qcells (California).

Their intent is to lease the land for 40 years. On July 25, 2023, a **Public Information Meeting and Notice of Intent** was held in Brownsville City Hall. They started the meeting an hour earlier than scheduled, and many people were unable to attend due to the lack of space in the small city council room. A video of that meeting and comments can be found on **YouTube** at: www.youtube.com/watch?v=bXACXeipTjg

There is more information about the 'Energy Park', a project timeline and comments on the ODOE website at: www.oregon.gov/energy/facilities-safety/facilities/Pages/MCEP.aspx

MORE MEETINGS WILL BE COMING!

We need your attendance and support to STOP this project and oppose the destruction of our local farmlands! Your presence is crucial to our farmers, families and community. We encourage you to ask respectful and challenging questions at meetings. - Friends of Gap Road



Points to consider:

- Hanwha & Qcells chose to bypass the land use process in Linn County, by going through the ODOE, showing a lack of understanding or caring about the impact to the local community.
- The site they have chosen is next to wetlands fed by several creeks that run through the property.
- It is a flyway resting place for ducks and geese.
- Agrivoltaic facilities are experimental. Research is still being done on their long term impact/value.
- These solar panels will decrease agricultural productivity on the land.
- It will devalue the farmland and homes in the surrounding communities.
- There is evidence that solar panels have negative consequences to the soil and are a fire hazard.



DON'T LET OUR VALUABLE FARMLAND BECOME THIS!

Please help us stop this experiment now, before it comes to your neighborhood!

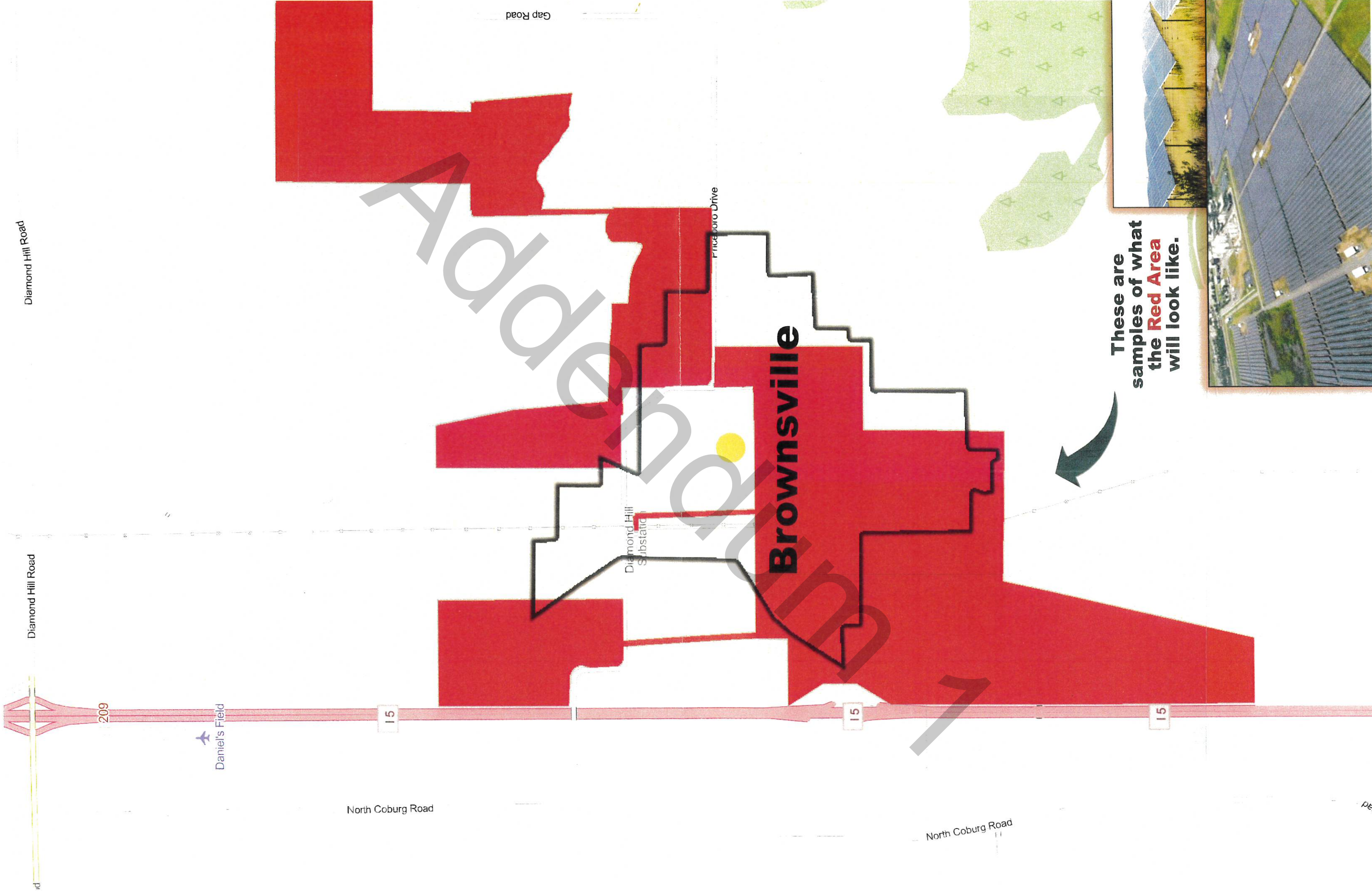
For more information on how you can help or to make a donation, go to our website:

FriendsOfGapRoad.com



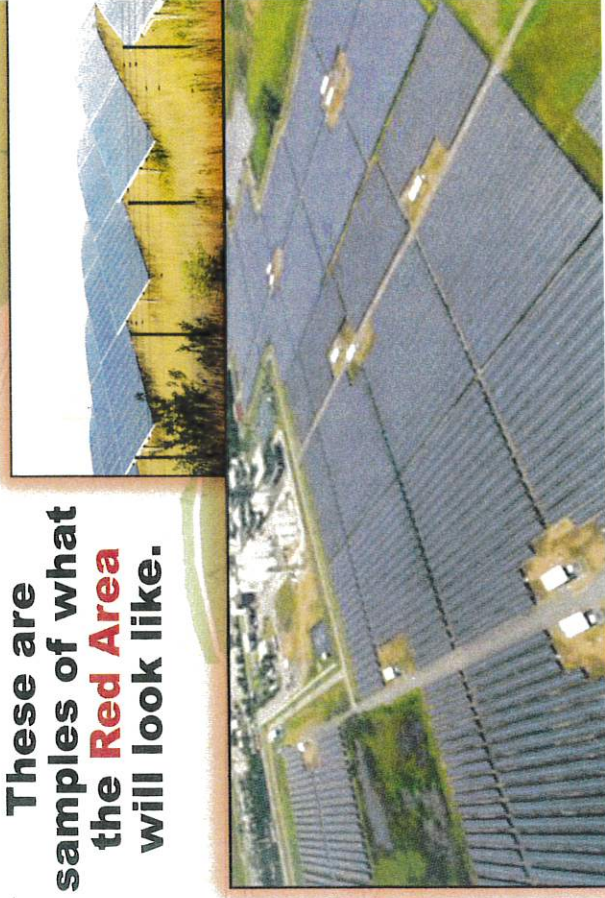
You can also stay up to date on events by following us on Facebook and Instagram at:

[Friends Of Gap Road](#)



Brownsville

These are samples of what the **Red Area** will look like.



Diamond Hill Road

Diamond Hill Road

209

Daniel's Field

15

North Coburg Road

Diamond Hill Substation

Priceboro Drive

15

15

North Coburg Road

peo.c

CITY OF HARRISBURG

WAGE SCALE

2024/2025

This shows 3.5% COLI	1	2	3	4	5	6	7	8
PUBLIC WORKS DIRECTOR	\$82,694.72	\$86,002.51	\$89,442.61	\$93,020.31	\$96,741.13	\$100,610.77	\$104,635.20	108,820.61
								Chuck
CITY RECORDER/COURT CLERK	\$53,630.16	\$55,775.37	\$58,006.38	\$60,326.64	\$62,739.70	\$65,249.29	\$67,859.26	70,573.63
								Lori
FINANCE OFFICER/DEPUTY CR	\$74,445.75	\$77,423.58	\$80,520.52	\$83,741.34	\$87,091.00	\$90,574.64	\$94,197.62	97,965.53
								Cathy
PUBLIC WORKS FOREMAN	\$66,318.13	\$68,970.86	\$71,729.69	\$74,598.88	\$77,582.83	\$80,686.15	\$83,913.59	87,270.14
								Rick
Admin Asst	\$23.54	\$24.48	\$25.46	\$26.47	\$27.53	\$28.64	\$29.78	30.97
		Unknown						
UTILITY III	\$25.36	\$26.37	\$27.43	\$28.52	\$29.66	\$30.85	\$32.09	33.37
						Unknown		
UTILITY II	\$23.31	\$24.24	\$25.21	\$26.22	\$27.27	\$28.36	\$29.49	30.67
								Steve & Sal
UTILITY I	\$21.07	\$21.92	\$22.79	\$23.70	\$24.65	\$25.64	\$26.66	27.73
		Clayton (7/24)	Carson/Jeremy	Carson/Jeremy (2/25)				
UTILITY BILLING II	\$21.09	\$21.94	\$22.81	\$23.73	\$24.68	\$25.66	\$26.69	27.76
								Jamie
UTILITY BILLING I	\$18.18	\$18.91	\$19.67	\$20.46	\$21.27	\$22.12	\$23.01	23.93
PLANNING CLERK	\$18.18	\$18.91	\$19.67	\$20.46	\$21.27	\$22.12	\$23.01	23.93
				Unknown				
OFFICE ASSISTANT II	\$15.56	\$16.18	\$16.83	\$17.50	\$18.20	\$18.93	\$19.68	20.47
OFFICE ASSISTANT I	\$14.88	\$15.48	\$16.10	\$16.74	\$17.41	\$18.11	\$18.83	19.59
				Unknown				
LIBRARIAN	\$19.78	\$20.57	\$21.39	\$22.25	\$23.14	\$24.06	\$25.03	26.03
				Edith (2/24)	Edith (2/25)		Amanda (7/24)	

*Amended 07/01/2024

2024/2025 3.5% COLI

	General Fund Total	Street Fund Total	Library Fund Total	Water Fund Total	Sewer Fund Total	Totals
Regular Wages	318,070.43	\$33,415.68	\$47,974.12	\$317,455.12	\$317,455.12	\$1,034,370.47
Admin Assistant	\$5,500.00					\$5,500.00
Judge Salary	\$9,600.00					\$9,600.00
Overtime Wages		\$1,050.00		\$9,975.00	\$9,975.00	\$21,000.00
FICA	\$ 23,318.26	\$2,737.21	\$3,670.02	\$26,003.93	\$26,003.93	\$81,733.35
PERS	94,363.84	\$9,961.49	\$9,103.04	\$94,635.90	\$94,635.90	\$302,700.16
Health Insurance	94,980.00	\$13,749.00		\$136,285.50	\$136,285.50	\$381,300.00
Disability, Life & ADD	792.50	\$88.25		\$874.63	\$874.63	\$2,630.00
Comp & Longevity	5,460.41	\$213.55		\$2,028.71	\$2,028.71	\$9,731.38
SUTA	304.51	\$76.39	\$47.97	\$725.69	\$725.69	\$1,880.26
OFPLA	2,990.53	\$315.70	\$469.73	\$2,999.16	\$2,999.16	9,774.29
W/C Monthly	144.44	\$58.20	\$46.67	\$558.60	\$558.60	\$1,366.51
W/C Annually	\$3,000.00	\$2,000.00	\$325.00	\$7,000.00	\$7,000.00	\$19,325.00
Cell Phones	\$300.00	\$135.00		\$1,282.50	\$1,282.50	\$3,000.00
Clothing				1,350.00	\$1,350.00	\$2,700.00
On Call				\$2,012.50	\$2,012.50	\$4,025.00
Seasonal				\$6,000.00	\$17,000.00	\$23,000.00

2024/2025 Totals	\$558,824.92	\$63,800.47	\$61,636.55	\$609,187.24	\$620,187.24	\$1,913,636.43
2023/2024 Totals	\$562,575.43	\$53,517.56	\$54,906.33	\$529,670.75	\$539,670.75	\$1,740,340.83
Increase	(\$3,750.51)	\$10,282.91	\$6,730.22	\$79,516.49	\$80,516.49	\$173,295.60

Feb, 2, 2024

City of Harrisburg

Council Members and

City Maintenance Employees

The members of the Harrisburg Senior Center wishes to express our appreciation To the City of Harrisburg for the work done on the Senior Center Building for fixing up of the ramp at the south end of the building and repairing the railings as well fixing the door locks at both ends of the building also for putting the the casings around the south door. We appreciate the trim around the west wall airconditioner and fixing the ceiling above the south door.

We are thankful for the City for providing us a building where we can gather and socialize.

Sincerely,

Members of the

Senior Center of

Harrisburg, Oregon,