



City Council Business Meeting Minutes April 12, 2022

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 Works Director Chuck Scholz, Finance Officer Cathy Nelson, and City Recorder 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 6:30pm

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

THE MATTER OF APPROVING A MURAL FOR THE LIBRARY

STAFF REPORT: Ross read the highlights of the staff report and pointed out Exhibit B, the proposed mural to be painted by Jerry Dame and his daughter Hannah which was approved at the last Library Board meeting. The cost of the mural is estimated at \$2,000, however, the Library would like to pay around \$3,000 for this project to properly compensate the artist. Library Staff and volunteer, Quinton Sheridan have been raising money for the mural by placing donation jars around the City and would like to get donation letters out in the mail soon. As of today, they have raised \$368.57. Ross stated the Library would like to use between \$1,000 and \$1,500 from the Professional Improvement Fund, as there are no plans to use those funds this fiscal year. Ross pointed out ADDENDUM 1, a letter of support from Quinton Sheridan.

- Caughey suggested changing the word payment to donation on the back of the fundraising letter. He asked Scholz if the wall was needing to be painted in the near future and Scholz replied he doesn't foresee the need to or any problems with having a mural painted over it. Klemm asked about a clear coat over the mural and Ross replied that will be written into the contract with the artist like it was with the inside mural.
- Librarian Cheryl Spangler commented that she feels citizens still don't know where the Library is located, and the Mural will give the Library personality.

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- Librarian Amanda Pelkey thought it would bring participation and community pride to the Library.
- Sheridan stated they are wanting to incorporate the names of all donors into the mural. Thomas commented she likes the idea, but to make sure permission is given from the donors.
- Caughey asked if the mural was still going to wrap around to the front of the building as his concern was tying the two walls together. Spangler answered yes.
 - Downey **motioned to approve a mural for the Harrisburg Public Library to be painted by Jerry Dame Jr and Hannah Dame as shown in Exhibit B with a contract and was seconded by Klemm. City Council then voted unanimously to approve a mural for the Harrisburg Public Library to be painted by Jerry Dame Jr and Hannah Dame as shown in Exhibit B with a contract.**

THE MATTER OF APPROVING THE ADOPTION OF THE 2022-2027 STRATEGIC PLAN REPORT

STAFF REPORT: With no questions, a motion was entertained.

- Downey **motioned to approve the 2022-2027 Strategic Plan Report and was seconded by Klemm. The City Council then voted unanimously to approve the 2022-2027 Strategic Plan Report.**

THE MATTER OF AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE A PUBLIC EVENT PERMIT AND TEMPORARY SPECIAL EVENT LIQUOR LICENSE FOR THE TASTE OF TRI-COUNTY AND BUSINESS EXPO EVENT WITH CONDITIONS OF APPROVAL

STAFF REPORT: Eldridge stated that the City did not receive any responses to the Public Event Notice. She commented this is a business expo event to that will include business's, a representative from RAIN, wine, and food trucks. Eldridge addressed the parking; the liability insurance coverage and the special liquor license permit from OLCC.

- Klemm asked if the public health situation takes a turn, is there anything that would prevent the event from happening and should that be a condition. Eldridge replied that the Chamber will follow state guidelines and comply.
 - Caughey **motioned to approve the Public Event Permit and Temporary Special Event Liquor License, for the Taste of Tri-County and Business Expo Event with conditions of approval as presented and was seconded by Thomas. The City Council then voted unanimously to approve the Public Event Permit and Temporary Special Event Liquor License, for the Taste of Tri-County and Business Expo Event with conditions of approval as presented**

THE MATTER OF THE MAYOR PROCLAIMING APRIL AS CHILD ABUSE PREVENTION AND AWARENESS MONTH

STAFF REPORT: Council President, Caughey, read the proclamation for Mayor Robert Duncan at his request.

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT: With no questions, a motioned was entertained.

- Thomas **motioned to approve the consent list and was seconded** by Caughey. **The City Council then voted unanimously to approve the consent list. Motion to approve the consent list approved the following:**
 - **Harrisburg City Council Minutes for January 11 and January 25, 2022**
 - **The Payment Approval Report for March 2022**

CITY ADMINISTRATORS VERBAL REPORT

1. **SRTS Grant (Safe Routes to School):** Eldridge stated that ODOT has acknowledged they have received our application. We are 64th out of 96 participants. We don't rank as high because we are not worse off in our community compared to other cities. She asks that everyone submit a letter of support for the grant. If we could get about 50 letters, that could make an impact.
 - Mayor Duncan asked if we could ask Community Leaders to write letters. Eldridge stated that those type of letters will get us more points.
 - Thomas suggested, Jason Carothers, the School Board President who is also business owner.
 - Eldridge commented that this project is \$866,000 and will include sidewalk, curb, and gutter on the west side of N 9th Street between Diamond Hill and Territorial St.
2. **Housing Code Audit:** Eldridge stated the code audit analysis came back and they reviewed our new Housing and Development Code. Legal review came back from Scott Seagal and DLCD (Department of Land Conservation Department) and there were no suggestions for changes. She hopes to bring it to Planning in May and City Council in June or July.
3. **BN Grant and Status:** Eldridge stated the City has had two meetings now with BNSF and she is cautiously optimistic, however, there figures were far less than ours for repairing the road. They will be sending out their engineers and Damian will send them what we have. City Attorney Jim Brewer reminded BNSF they are covering the inner curb as well as asphalt. As we get into our new Franchise Agreement, there will be stipulations to protect the City. Brewer is working on a 6-month franchise extension of our current agreement. The long-term agreement won't take place until our conditions are met. Peter DeFazio's office did send a list of grants that are applicable to our situation. Eldridge met with a representative of BNSF, Rohan, and was informed of a CRISI (Consolidated Rail Infrastructure and Safety Improvement) grant which he felt we would be highly placed due to our situation. She did let them know that the City would not have the funds to match any grant and that would be expected to be picked up by BNSF. Another meeting will be set up in the future. We are trying to get our project on the STIP (States Transportation Improvement Plan) with ODOT which puts it on the states program as a project we want to get funded.
 - Keaton stated that the STIP is currently planning the 2028-2032 funding, so it would be a long way out.
 - Mayor Duncan gave a shout out to Brewer, as he is very pleased with his participation.

- Klemm asked who would have the final say that the BNSF has completed the work to our satisfaction. Eldridge replied, that will also be listed in our agreement.

OTHERS:

- Eldridge will have the new rates for LCSO and Coburg at the May meeting. She gave a reminder of the Crime Forum Meeting, this Thursday, where they will be raffling off a security camera. Mike Mattingly and both Chief Larson and LCSO will be attending.
- Nelson stated in order to prevent a significant utility rate increase down the road, she suggested having an increase of 1% this year and 2.5% the next few years. Downey said she would rather just increase to 2% now. Nelson will budget for 2% rate increase.
- Nelson also stated the Oregon Short Term Funds, went from 6.2% to 0.45% last budget year and is slowly increasing again. Because of this, she has projected a .6% low.
- Scholz stated the treatments plans are out to bid again and tomorrow he has a walk through with nine different contractors. That bid closes the end of the month and he will present bids to Council in May. Also, out to bid, is the Monroe St, 1st to 2nd project and Council should see that at the next meeting.
- Scholz referred to the memo from Damian Gilbert with Branch, that was handed out at the last meeting regarding N 7th and Diamond Hill. There were a couple things he was not comfortable with, the rumble strips, due to noise and the bidirectional markers, which don't stay in place. The City could also add another light at a cost of \$4,000 plus monthly utility charges. So far, the City has placed reflected chevron, added a speed sign, opened up signage better, a warning light at the intersection and added a to Hwy 99 sign with an arrow.
 - Thomas didn't think anyone would be happy with the rumble strips.
 - Keaton thought it made more sense to have the rumble strips coming into town, by the 25mph sign. Scholz replied we have no control over outside City limits.
 - Thomas stated she was impressed with what Scholz has done so far. Downey and Caughey agreed.
 - Scholz thinks an ultimate goal for the transportation plan would be to have Riley Way attach back to N 7th St which would give us opportunities put in bollards on Dempsey St to clean up the intersection.
 - Scholz recommendation is to not add anything additional until we see the results from the changes already made.
- Eldridge commented that Shadowood Subdivision will be coming to the Planning Commission again next week and will still be 10-12 dwellings units.
- Eldridge reminded Council that Friday is the deadline to complete your statement of economic interest for the Oregon Government Ethics Committee.
- Keaton mentioned that he has his first meeting as an executive board member for the Cascade West Transportation and he will give feedback at the next meeting.

ADJOURN at the hour of 7:51pm

Mayor

City Recorder

Dear City Council,

The Harrisburg Library is planning a mural painting on the outside of the east wall. We decided to go with artist Jerry Dame and his daughters since they are part of the community. The final idea Mr. Dame has for the mural is in the agenda.

Even though we now have a door to the street, the library goes undefined. We want to match the outside to the colorful inside of the library. We want to draw attention to bring in patrons to find what we have to offer.

Even though Jerry has mentioned 2,000.00 to 2,500.00 as an estimate, we would like to offer closer to 3,000.00 for his and his daughter's generosity, patience, and willing to take on a project this big. We have obtained donations and money for the library, but we are asking the council to help us reach our goal.

Cheryl was given a grant by Katherine Stinsen several months ago to help pay for the mural. One of the questions on the grant was if the community would be behind it and help pay for it, so, without thinking of the different steps we needed to go through, it was mentioned on social media. She got about 20 people excited and wanting to donate to the idea, even without seeing a picture.

Up to date, I have contacted Gheen, Gridiron, Angie's Salon, Spot Hog, Chop Stix, Harrisburg Liquor Store, Air Thai, American Market, Subway, 99 Grill, Grocery Deals, Eagle Mart, Parker Roofing, The Voo, and Atez. These small businesses have allowed us to put up a donation bucket, and with the money brought in so far with no information or picture we have made almost 400.00! All that is on the jar is a little line saying Harrisburg Library Mural Donation.

Once we have the ok to ask for more donations, our plan is to send the City Council approved letter to the big businesses with the picture showing our vision. We will then be able to put up signs with the buckets for the money showing the community what they have been donating towards even though they have not seen the picture. We will get hold of the newspaper so we can get advertisement on our community support, and show how excited they are about the improvement .

After the picture is approved, we want to make a coloring page to give out to the kids K-2 and make it a coloring contest.

Thank you in advance for approving this project.

Quinton (Jeff) Sheridan