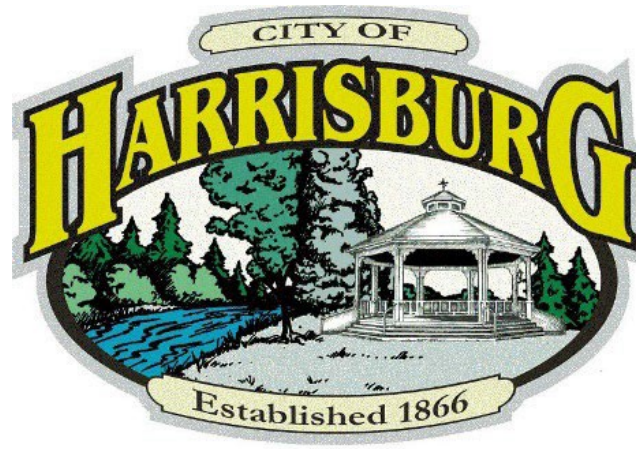


This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



Harrisburg City Council Minutes
September 24, 2024

Mayor: Robert Duncan, Presiding
Councilors Present: Kimberly Downey, Randy Klemm, Robert Boese, Cindy Knox and Youth Advisor Taylor Tatum
Councilors Absent: Charlotte Thomas (Excused) and Mike Caughey (Excused)
Staff Present: City Administrator Michele Eldridge, Finance Officer/Deputy City Recorder Cathy Nelson and Public Works Director Chuck Scholz
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

Mayor Robert Duncan led the Pledge of Allegiance

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:30pm

CONCERNED CITIZEN(S) IN THE AUDIENCE:

Public Works Foreman, Rick Nelson addressed council. He notified them that he was retiring after 27.5 years of service. His last day will be October 1, 2024. Eldridge said there will be an open house at the Municipal Center for him on October 1st, 2024 at noon. Mayor Duncan thanked him for his service.

THE MATTER OF MEETING WITH A REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE:

Sergeant Frambes reviewed the stats for August 2024. Some of the highlights included:

- A death investigation. Frambes clarified that whenever a person is declared dead before arrival at the hospital, it triggers a death investigation.
- Served two (2) warrants.
- Addressed littering by waterway.
- LSCO is working with schools to practice lock-down drills.

- LSCO assisted with the fentanyl & narcotics awareness forums.
- Downey shared that she saw citizens complaining about a homeless person living on private property and asked what could be done. Frambes replied they are aware of it and that it is an extremely complicated issue.

THE MATTER OF HOLDING A PUBLIC HEARING TO OFFICIALLY UPDATE THE HARRISBURG BUILDING PERMIT FEES TO MATCH THOSE OF JUNCTION CITY, AND UPDATING OTHER FEES AT THIS TIME, BY APPROVING RESOLUTION NO. 1295:

Mayor Duncan opened a Public Hearing at 6:57pm.

- **Staff Report:** Eldridge gave a brief history of the building permit process. Junction City provides our building inspection services, and they have not increased their fees since we started with them in 2017. Harrisburg needs to bring our fees up to match theirs. The new fees will become effective September 25, 2024 if approved. We are also updating a few other fees to reflect the actual time staff spend on specific permits. Library services have been added and those fees have also been included in the schedule.
- No comments from the public were provided.

Mayor Duncan closed the Public Hearing at 7:03pm.

- Klemm **motioned to approve Resolution No. 1295, “A Resolution Updating the Harrisburg Standard Fee Schedule” and was seconded by Downey. The motion passed unanimously by a vote of 4-0.** (Yes: Klemm, Downey, Boese and Knox. Tatum also voted in favor. No: None.)

THE MATTER OF APPROVING A BONUS FOR A CITY EMPLOYEE:

- Scholz told council that Steve Ensley started doing construction inspections back on the 5th Street project. Since then, he has been the inspector for 9 other projects over the last 5 years. This is outside of the job description for a Utility II staff member. Scholz is asking for a \$2,500 bonus, which would be \$500 a year, for the extra services Ensley has provided to the city.
- Downey said that the citizens have great things to say about Ensley and loved him on 5th Street.
- Eldridge said she supports this bonus and pointed out that Ensley has saved the city tons of money by acting as the construction project inspector.
 - Downey **motioned to approve a one-time bonus of \$2500 for Steve Ensley for his over and above normal job duty performance and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Klemm, Downey, Boese and Knox. Tatum also voted in favor. No: None.)

OTHER ITEMS:

- Eldridge attended the LCSO Quarterly meeting. They reviewed the deflection process. Tatum asked if this was because of the measure 101 repeal and that it was 7 steps before possible jail. Eldridge said that was correct.
- Nelson notified council that she was accepted into the NWWLA (North West Women Leadership Academy).
- Scholz said they had a pressure sewer line break and were in the process of fixing it.
- Scholz updated council on the water bond project. The general contractor has been out doing surveys. Tomorrow the job trailer will be placed. The city is almost through the permit process with Linn County.
- The tree across from the municipal center is being seen by an arborist tomorrow to see the full level of rot and if it needs to be fully removed.
- Scholz let council that Matt Renfro was rehired back in May as a Utility III. He is doing an excellent job supervising the team and will be past his probation period at the end of the month.

September 24, 2024

- Dog Park in Eagle Park is still in progress. Public works crew found over 80,000 lbs. concrete blocks. They decided to form mounds in the small dog park rather than removing them. The fence is up, but the gates are not in yet and it needs to be seeded. There will be signage added tomorrow.
- Eldridge updated council on progress of Eagle Park. The cultural resource survey for the southern portion of the park. The University of Oregon and Oregon Museum gave estimates that fell under the formal bid price. We will start the process of applying for the larger grant in stages due to matching funds regulations.
- Jackson Street Outreach Project will hold another event at the skate park on October 30, 2024. They are teaming up with the HART Center.
- Tatum reminded council about the Homecoming noise parade on October 11th, 2024. She asked if it could be added to the city newsletter and reader board.

With no further discussion, the City Council Meeting adjourned at the hour of 7:46pm

Mayor

City Recorder