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City Council Business Meeting Minutes December 19, 2023

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

Mayor Robert Duncan led the Pledge of Allegiance

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

CONCERNED CITIZEN(S) IN THE AUDIENCE:

- Reporter Edie Moro approached Council to inform them of the new Newspaper, The Tri-County Bulletin, which will start producing two volumes per month in January. Subscriptions will be available online or papers can be purchased at participating stores including Dari-Mart. Moro will be the main reporter for Harrisburg.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE: Sergeant Frambes with LCSO reviewed the reports for October and November 2023. Some of the highlights included:

- There were social media threats made to the school, which resulted in search warrants being requested for social media accounts and phones records. LCSO is aware of who did it, but they are waiting for the results of the search warrants.
- LCSO assisted the Elementary School with a lockdown drill. It was quite successful.
- There was a standard procedure death investigation.

- A vehicle was stolen on Sommerville Lp where the car was left unlocked with the keys inside.
- Thomas commented that she was impressed with how LCSO handled the lockdown drill.

THE MATTER OF ALLOWING A CORRECTION TO THE HARRISBURG DEVELOPMENT CODE BY APPROVING ORDINANCE NO. 1000, “AN ORDINANCE CORRECTING HARRISBURG MUNICIPAL CODE 18.75 AND 18.80”: Eldridge reviewed her staff report stating the Planning Commission recommended making two changes to the development code in relation to paving in industrial zones and landscaping requirements. Eldridge referred to page 54-55 of the agenda, showing the new language changes for landscaping and parking requirements. Eldridge noted this ordinance is correcting mistakes and is returning to the previous zoning requirements with an effective date of January 19th.

- Mayor Duncan asked Scholz if it was better for the TMDL not to have pavement in industrial zones. Scholz replied having driveway approaches paved is better for preventing mud and dirt from entering the storm drains.
 - Klemm **motioned to approve Ordinance No. 1000, “AN ORDINANCE CORRECTING HARRISBURG MUNICIPAL CODE 18.75 AND 18.80” and was seconded by Thomas. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Thomas, Klemm and Knox. No: None.)

THE MATTER OF DEDICATING OLD RESERVE STRIPS BY APPROVING ORDINANCE NO. 1001, “AN ORDINANCE DEDICATING VARIOUS RESERVE STRIPS IN THE CITY OF HARRISBURG”, AND REQUESTING THEIR TRANSFER FROM LINN COUNTY:

Eldridge reminded Council this was discussed at the last meeting. Eldridge referred to page 58 of the agenda which listed the reserved strips affected by this resolution noting that five of the properties need dedications. Eldridge stated that once approved, the next step will be to speak with Linn County. Eldridge noted that they do expect to have more parcels come up in the future.

- Thomas **motioned to approve Ordinance No. 1001, “AN ORDINANCE DEDICATING VARIOUS RESERVE STRIPS IN THE CITY OF HARRISBURG”, AND TO FORMALLY REQUEST THE TRANSFER OF THE RESERVE STRIPS FROM LINN COUNTY TO THE CITY OF HARRISBURG” and was seconded by Klemm.**
- Caughey commented that he was aware of several strips in his area and wanted to know if those would be taken care of later. Eldridge stated that they do require a surveyor’s legal description and will be addressed when needed.
- **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Thomas, Klemm and Knox. No: None.)

THE MATTER OF ADOPTING RESOLUTION NO. 1284, IN ORDER TO PROVIDE SUPPORT IN THE EFFORTS OF THE COMMUNITY SERVICES CONSORTIUM TO FORM A TRI-COUNTY CONTINUUM OF CARE ORGANIZATION: Eldridge noted the resolution is the same as previously presented to Council with the exception of adding an emphasis of providing services addressing mental illness.

- Thomas **motioned to approve Resolution No. 1284, “A RESOLUTION IN SUPPORT OF ESTABLISHING A CONTINUUM OF CARE FOR THE LINN, BENTON AND LINCOLN COUNTIES REGION AND REGISTERING WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN 2024” and was seconded by Caughey. The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Thomas, Klemm and Knox. No: None.)

[City Recorder notes that item number five on the agenda was presented to Council before supplemental agenda item number 4.5.]

THE MATTER OF A PROPOSAL TO MODIFY THE CURRENT SOLID WASTE FRANCHISE RATE FOR REPUBLIC SERVICES, TO REFLECT A 1% INCREASE TO CURRENT RATES, BASED ON THE RATE REFUSE INDEX:

Eldridge pointed out page 65 of the agenda which shows the reason's why rate increases can be approved. She also noted that if the City would like to offer a bulky waste cleanup next year, there will be an additional cost involved to residents dropping off bulky waste.

- Kenneth Larson, Municipal Administrator for Republic Services, addressed Council presenting his slide presentation as shown in **Addendum 1**. Some of the highlights included:
 - The CPI for west coast went up 5%.
 - Even though diesel rates are lower than last year, they are still high and a significant cost.
 - The 1% rate increase would amount to \$0.22 to \$0.36 for residential customers depending on the cart size.
 - The annual recycling roundup will continue as usual, although there will be a cost for bulky waste. Some suggestions for covering these costs are indicated on page 5 of **Addendum 1**, which would include 6-7 dumpsters.
 - Republic Services now has 30 Oregon dedicated customer service agents as compared to 14 last year.
- Mayor Duncan asked about the 1% rate increase for the dumpsters and if that was in addition to the proposed 1%. Larson replied that was correct.
- Mayor Duncan commented on his frustration that his glass is still not being picked up. Larson suggested getting the Republic Services App which has an updated calendar and stated that he would send a digital copy of the schedule to Eldridge to be placed on the City website.
- Larson suggested having a work session, possibly around Earth Day, to educate our residents on proper recycling.
- Klemm asked about the \$1,000 summer sounds donation. Larson commented that the check will be mailed next week.
- Thomas and Caughey are okay with the 1% rate increase, however, Caughey would like to see changes made this next year with communication and consistency with services.
 - Thomas **motioned to return with a motion in January for a 1% rate increase and was seconded by Caughey. The motion passed by a vote of 3-1.** (Yes: Caughey, Thomas and Knox. No: Klemm.)

THE MATTER OF SATISFYING A LIEN THAT WAS RECORDED BY THE CITY OF HARRISBURG IN 2006, WHICH WAS FURTHER MODIFIED IN 2020, AND WHICH HAS NOW BEEN SATISFIED BY APPROVING RESOLUTION NO. 1285:

Eldridge informed Council this resolution is for the removal of a recorded lien for the interest accrued for Butterly Gardens. No comments or concerns.

Caughey motioned to approve Resolution No. 1285, " A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF HARRISBURG TO STATE THE SATISFACTION OF THE LIEN REFERENCED IN RESOLUTION NO. 857, RECORDED ON FEBRUARY 21, 2006 AS DOCUMENT 2006-04023, AND WHICH WAS FURTHER AMENDED BY RESOLUTION NO. 1226, RECORDED ON MARCH 26, 2020 AS DOCUMENT 2020-05928, FOR THE DEVELOPMENT OF PROPERTY NOW KNOWN AS THE BUTTERFLY

GARDEN SUBDIVISION, ALSO KNOWN AS PARTITION PLAT CS 27259" and was seconded by Klemm. The motion passed unanimously by a vote of 4-0. (Yes: Caughey, Thomas, Klemm and Knox. No: None.)

THE MATTER OF APPOINTING JEREMY MORITZ AND JOE NEELY TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2027: No comments or concerns.

- **Klemm motioned to appoint Jeremy Moritz & Joe Neely to the Planning Commission for a term ending December 31, 2027 and was seconded by Caughey. The motion passed unanimously by a vote of 4-0. (Yes: Caughey, Thomas, Klemm and Knox. No: None.)**

THE MATTER OF THE MAYOR APPOINTING BUDGET COMMITTEE MEMBERS TO A TERM ENDING DECEMBER 31, 2026: No comments or concerns.

- **Mayor Duncan appointed Barb Shipley, William Percell, Marilyn Pollard and Travis Walker to serve on the Budget Committee for three-year terms set to expire on December 31, 2026.**

THE MATTER OF INITIAL STEPS TO START PLANNING THE 2025-2029 STRATEGIC PLAN: Eldridge informed Council we will be reviewing the 2025-2029 Strategic Plan in January. No comments or concerns.

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

- **Thomas motioned to approve the consent list and was seconded by Klemm. The motion passed unanimously by a vote of 4-0. (Yes: Caughey, Thomas, Klemm, and Knox.)** Motion to approve the consent list approved the following:
 - **Minutes from the November 14, 2023 City Council Meeting**
 - **The Payment Approval Report for November 2023**

CITY ADMINISTRATORS VERBAL REPORT: Eldridge informed Council of the following:

- The RFP for a new City Attorney had been posted with a deadline of January 8th. Interviews will be scheduled for January 23rd, award date of February 14th and start date of March 1st.
- Harrisburg Municipal Court will be using a temporary City Prosecutor for the next three court sessions.
- City Hall will be closing at noon on Friday due to staff shortages for holiday time off.
- The position for Administrative Assistant was posted today.
- Ross informed Council of two openings on the Budget Committee.

THE MATTER OF HOLDING AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H) TO DISCUSS A FRANCHISE AGREEMENT

Mayor Duncan declared an Executive Session per ORS 192.660(1)(2)(H) at the hour of 8:01pm

The City Council exited the Executive Session at the hour of 8:36pm and returned to the City Council Business Meeting

With no further discussion, the City Council Business Meeting adjourned at the hour of 8:36pm.

Mayor

City Recorder



Appendix 1

City of Harrisburg

2024 Refuse Rate Adjustment

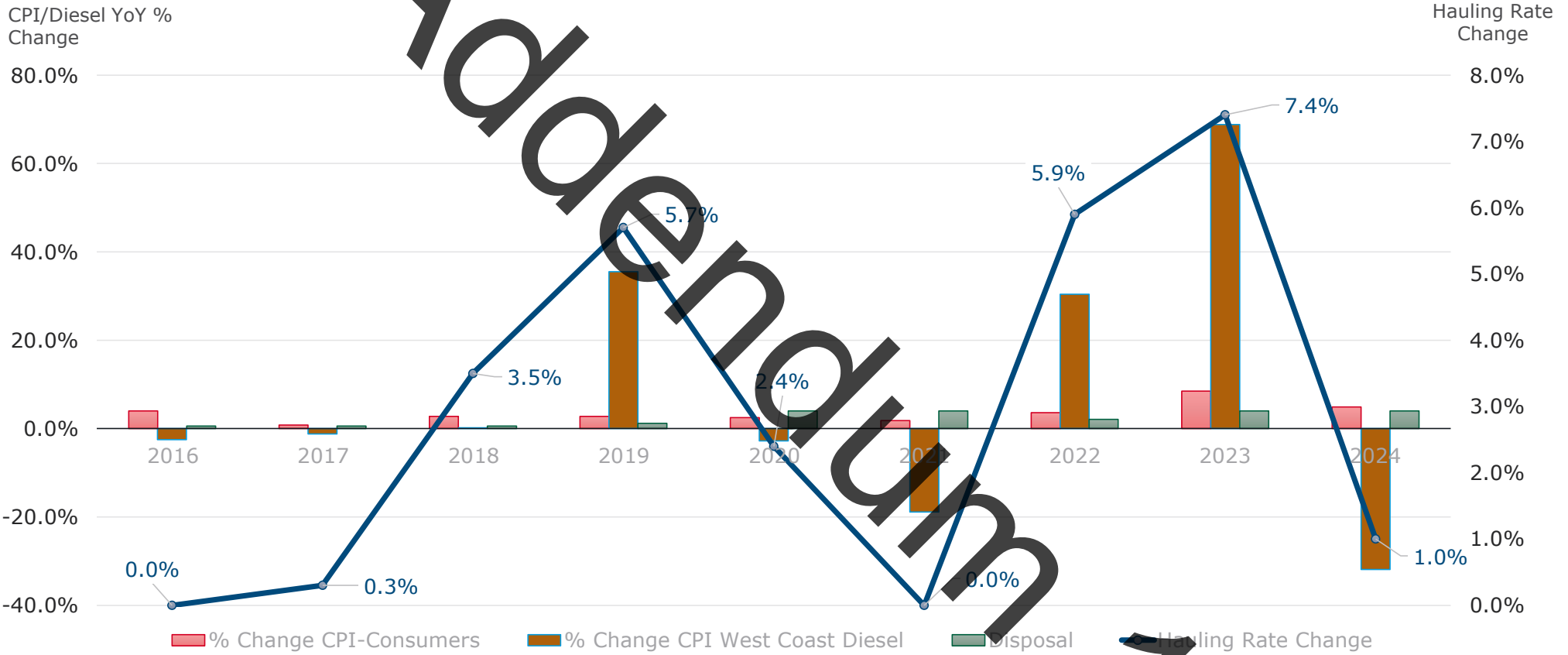
Refuse Rate Index Calculation

Republic Services - City of Harrisburg RRI

	Index: June 30, 2022	Index: June 30, 2023	% Change	Weight	Refuse Index
CPI - West Size Class B/C All Urban Consumers	178.52	187.354	4.9%	65%	3.2%
CPI - West Coast Ultra Low Sulfur Diesel	6.48	4.415	-31.9%	10%	-3.2%
Coffin Butte Disposal Rate (4.0% cap)	\$ 52.50	\$ 56.00	4.0%	25%	1.0%
				Rate Adjustment %	1.0%
					100.0%
				Adjustment Factor	101.0%

Increase amounts to \$0.22 to \$0.36 depending on cart size

Historical Look At Rates



Bulk Waste Event, 06-24-23

- Filled within first hour
 - Roughly 40 tons of material hauled away
 - Donated value: ~\$4,000

3x 30-yard dumpsters



Bulk Waste Event, 06-24-23

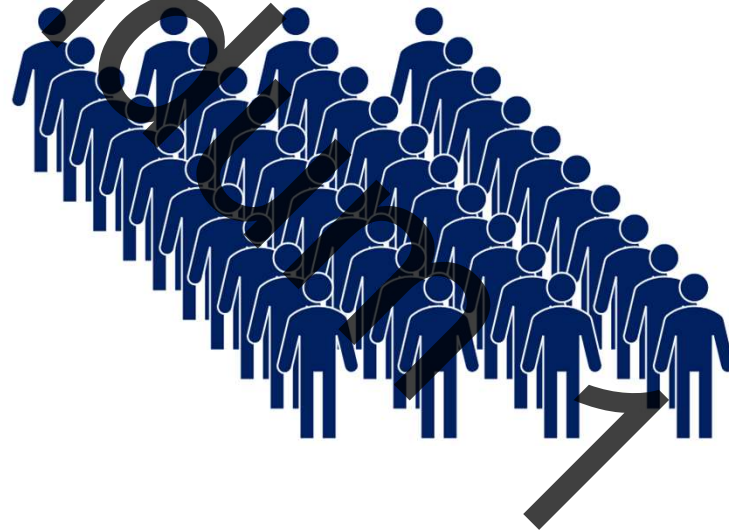
- \$6 per load fee
 - City would manage fee collection
- Bill to the City at \$6,000-\$7,000/year
- Spread across rates for an additional 1%/year
 - Additional \$.22-\$0.36/month

3x 30-yard dumpsters



Customer Service

- We've hired 30 Oregon-dedicated customer service agents
- Vast majority live and work in Oregon



Address

Questions?

klarson4@republicservices.com