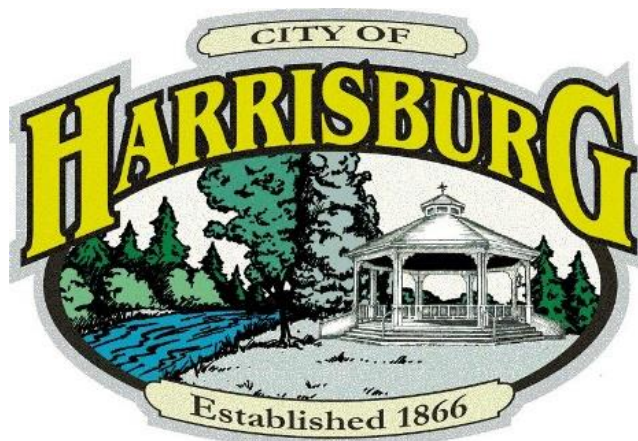


This document is supplemented by agenda packet materials, meeting materials distributed and audio recordings of the meeting and may be reviewed upon request to the City Recorder.



## City Council Business Meeting Minutes November 14, 2023

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Mayor: Robert Duncan, Presiding  
Council President: Mike Caughey, Excused Absence  
Councilors Present: Kimberly Downey, Robert Boese, Randy Klemm, and Cindy Knox  
Councilors Absent: Charlotte Thomas (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 6:31pm

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

**THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE:** Sergeant Steve Frambes was not able to attend. This report will be forwarded to the December City Council Meeting.

**THE MATTER OF HOLDING A PUBLIC HEARING TO DISCUSS CHANGES TO THE RIGHT-OF-WAY LOCATED AT THE END OF N. 8TH ST., AT THE INTERSECTION OF ARROW LEAF AVE**

***At the hour of 6:32pm, Mayor Duncan opened the Public Hearing***

Eldridge reviewed the staff report informing Council this request originated from Republic Services and the Harrisburg Fire/Rescue District. She informed Council that Public Hearing notifications

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were mailed out to over 49 residents on October 23, 2023 and Council can motion to open the road to traffic or keep the intersection closed and the City would work with everyone on instructions for garbage pickup going forward.

Fire Chief Bart Griffith approached Council. He stated that he has no concerns about the proposal and thinks it's a good idea. He noted that the HFRD or other emergency responders would not be restricted from going either direction.

***At the hour of 6:42pm, Mayor Duncan closed the Public Hearing***

- **Klemm motioned to direct staff to open the intersection to vehicular traffic by converting the reserve strip into public right-of way, and to request that Linn County transfer the property to the City of Harrisburg and was seconded by Boese. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese, and Knox. No: None.)

**THE MATTER OF A PRESENTATION FROM PEGGY MCGUIRE, EXECUTIVE DIRECTOR OF THE COMMUNITY SERVICES CONSORTIUM:** Mayor Duncan introduced Peggy McGuire. McGuire reviewed her presentation as shown in Exhibit A which outlines who needs Continuum Care, what makes up one and the need to be part of one to obtain federal funding. McGuire stated CSC is asking for support by resolution from all cities in our region, which will then be submitted to HUD at the end of the year with their proposal for funding.

- Mayor Duncan inquired about getting accurate counts when the homeless move from town to town. McGuire replied that point and time counts are done the 3<sup>rd</sup> week of January each year when the homeless are in shelters keeping out of the cold.
- Klemm commented on the difficulties of helping the homeless with a large percentage having mental health problems and other issues. McGuire replied that they try to help the ones they can and then move on to the next.
- Downey likes the idea of helping the homeless one by one to be more effective.
- Knox inquired about what other forms of participation CSC is looking for. McGuire stated that it's uncertain at this point until we become a Continuum but eventually, staff support will be required.
- Downey and Mayor Duncan would like to add to the proposed resolution that it should also support mental health care.
  - **Downey motioned to return in December with a resolution including mental health and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese and Knox. No: None.)

**THE MATTER AUTHORIZING THE CITY ADMINISTRATOR TO SIGN THE LOCAL GOVERNMENT GRANT PROGRAM (LGGP) AGREEMENT WITH THE OREGON PARKS AND RECREATION DEPARTMENT (OPRD) FOR THE \$96,166 EAGLE PARK DEVELOPMENT – PHASE 1 PROJECT:** Eldridge stated this agreement must be signed to receive the grant funds, which is a reimbursement grant, and will be used to for Eagle Park's northern section. Eldridge pointed out a typo on page 77 of agenda and noted the Recreational Trail Program grant would provide the City with \$150,000 of funding and not \$250,000 as stated.

- Eldridge clarified for Knox that this grant covers everything listed on the top portion of page 77, cost permitting.
  - **Klemm motioned to authorize the City Administrator to sign the LGGP Agreement with OPRD and was seconded by Downey. The motion passed**

**unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese, and Knox. No: None.)

**THE MATTER OF APPROVING THE 1ST QUARTER 2023/2024 EXPENSE REPORT:** Nelson commented that we are only at 25% of the budget, due to being in the 1<sup>st</sup> quarter and we are still ahead of where we projected. Nelson noted that property taxes should be received in the middle of November. No comments or concerns.

- Downey **motioned to approve the 1<sup>st</sup> Quarter 2023/2024 Expense Report and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese, and Knox. No: None.)

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

- Downey **motioned to approve the consent list and was seconded by Klemm. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Klemm, Boese and Knox. No: None.) **A motion to approve the consent list approved the following:**
  - **Minutes from the September 26, 2023, October 10, 2023, and October 24, 2023 City Council Meeting**
  - **The Payment Approval Report for October 2023**
  - **Appointment of Rian Tupua to the Library Board with a term ending June 30, 2025**

#### **CITY ADMINISTRATOR VERBAL REPORT**

Eldridge introduced Edie Moro, who is now reporting for the Tri-County Bulletin. Moro stated the paper will eventually be printing 500 paper copies of the paper once a week and will be offering online subscriptions also.

Eldridge informed Council of the following:

- The higher courts have ended recreational immunity for case law and referred to a recent case in Newport where someone wasn't recreating on a trail but was passing through. She noted that we will be making changes to our legal defense next year.
- Eldridge reminded Council to shop small and shop local on Shop Small Saturday.
- The Light Parade will be held on Saturday December 2<sup>nd</sup> at 7pm. She noted the Library will also be holding a Holiday Bazaar that day from 10am to 6pm.
- January Council sessions will include discussion on the water bond project and how to move forward with funding.
- The City will be putting out an RFP for legal services soon.
- Eldridge will be working on submitting the Recreational Trail Program (RTP) grant application which is due Friday by midnight.
- Attorney Jim Brewer is sending a Notice of Default letter to BNSF with a 30-day compliance. Due to this, the City Council meeting for December will need to be moved to December 14<sup>th</sup>. Boese and Knox stated they were not available that day.
- Ross suggested the City show more support for our Veteran's next Veterans Day and display flags or banners of our local Vets. Chief Griffith thought it was a great idea and commented that the Fire Department would be willing to assist with any labor involved and suggested asking for donations.

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**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 7:46pm.**

*[City Recorder's note that reporter Edie Moro remained for the meeting.]*

**The City Council exited the Executive Session at the hour of 8:21pm and returned to the City Council Business Meeting**

- **Downey motioned to proceed as discussed and was seconded by Klemm. The motion passed unanimously by a vote of 4-0. (Yes: Downey, Klemm, Boese and Knox. No: None.)**

**With no further discussion, the City Council Business Meeting adjourned at the hour of 8:22pm.**

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Mayor

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City Recorder