



LEBANON CITY COUNCIL WORK SESSION, REGULAR MEETING AND EXECUTIVE SESSION MINUTES

August 12, 2026 at 5:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

*We provide services that foster a resilient, safe, and growing community,
strengthened by our community connections*

Mayor: Kenneth Jackola

**Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Marcellus
Angellford**

Councilor Jeremy Salvage | Councilor David McClain | Councilor Dave Workman

5:00 PM – CALL TO ORDER WORK SESSION

City of Lebanon Work Sessions are less formal meetings that enable the Council to focus on and explore in detail a topic with staff and/or consultants. Like regular Council meetings, citizens are encouraged to attend and observe work sessions. Unlike regular Council meetings, work sessions do not include public hearings or other opportunities for citizen comments. Should action be required, that topic would be brought back to the next available regular session, at which time citizens would have the opportunity to comment before a formal action is taken.

DISCUSSION ITEMS

1. Strategic Plan Update FY 2025-2029

City Manager Ron Whitlatch provided the Council with a mid-year update on the City's 2025–2029 Strategic Plan, reporting that nine action items have been completed, 32 are in progress, five have not yet started, and two are on hold. He stated that overall, he feels the City remains on track, although several major projects and limited staff capacity have required some priorities to be delayed. The update focused on the Council's eight priority areas, including the wastewater treatment plant upgrade, municipal jail reopening, higher education service fees, Champion Mill redevelopment, library expansion, downtown revitalization, succession planning, legislative advocacy, and solar projects.

Significant progress is being made on the wastewater treatment plant upgrade, with design work underway and the City's Clean Water State Revolving Fund loan application submitted. Staff hope to begin construction next summer, although environmental review requirements may affect the timeline. The municipal jail levy measure has been accepted for the November ballot, with the next steps focused on providing factual public information and awaiting the election results. The City has also begun exploring options for charging higher service fees to major higher education institutions that are exempt from property taxes, although no specific proposal has yet been developed.

Work is continuing on the Champion Mill Brownfield redevelopment through sewer, transportation, economic, and environmental studies. Additional environmental testing may be

required, and staff will continue coordinating with DEQ, consultants, and property owners. The library expansion project is also moving forward, with a grant application being prepared and a Council resolution expected in September to authorize local matching funds and the grant application. The City has completed 100% design plans and believes the project will be highly competitive for funding, with grant results anticipated in December.

Several priorities are in earlier stages or have been delayed. Downtown revitalization and Highway 20 commercial corridor planning will require additional staff time and code work. The City is working to formalize its succession planning efforts and is preparing for advocacy and lobbying related to the 2027 legislative session. Solar projects are currently on hold because the City lacks capital for grant matches and several City building roofs are nearing the end of their useful lives, making installation impractical until roof replacements occur.

Other Strategic Plan items have been delayed due to funding or staffing limitations. Expansion of transit service is on hold pending future biennial funding, and a proposed parks and recreation district partnership remains on hold because previous analysis found it financially infeasible. The City has completed development of online financial communication tools and enhanced employee training resources. Business continuity planning and improvements to facility use processes have not yet begun and will need to be scoped and prioritized.

Whitlatch explained that staff resources are currently heavily focused on several major projects, including the municipal jail, wastewater treatment plant, library expansion, Champion Mill redevelopment, two major roadway projects, downtown and Cheadle Lake Park projects, the financial, permitting, and asset management software implementation, the 2027 legislative session, Senior Center improvements, and sanitary and drainage SDC updates. He noted that the City is using temporary staff and interns where appropriate, but budget limitations make hiring additional permanent staff difficult. He expressed hope that the new software system will eventually create significant efficiencies throughout the organization.

The Council also discussed wetlands mitigation and its impact on economic development. Whitlatch explained that the City is working with regional partners, consultants, and legislators to explore a more effective approach to wetlands mitigation, including possible legislation. He emphasized that the lack of available and affordable mitigation options can make industrial and other development prohibitively expensive and remains a significant challenge for attracting businesses and supporting economic growth. Overall, Whitlatch said he is encouraged by the City's progress and believes the Strategic Plan continues to guide staff priorities, even though some action items may need to be postponed as resources are directed toward more immediate and resource-intensive projects.

2. Legislative Priorities FY 2027-2028

Sean Tate of Tate Public Affairs presented his recommendations for the City Council's League of Oregon Cities legislative priorities ballot. He explained that he reviewed the League's proposed policy areas and compared them with the City's adopted 2026–2027 legislative priorities. He emphasized that the Council's selections for the League ballot would not change or replace the City's own legislative priorities, but would help inform the issues the League of Oregon Cities may choose to prioritize.

Tate recommended that the Council support five policy areas: infrastructure funding, the 2027 transportation package, Administrative Procedures Act reform, full funding and streamlining for housing production, and land availability and land use streamlining. He explained that these recommendations were selected because they either directly address issues identified by the City or could help address City priorities indirectly. He also discussed the importance of monitoring the transportation package and advocating for Lebanon to receive its fair share of transportation funding.

Tate provided an update on preparations for the 2027 legislative session, noting that legislative concepts would begin to emerge during September Legislative Days and that the bulk of proposed legislation would likely become available between September and

November. He also discussed ongoing work related to wetlands mitigation, including meetings with a wetlands consultant and other municipalities. He noted concerns regarding inconsistencies and potentially arbitrary agency decisions and stated that the City is working to build a coalition to discuss these issues with the Legislature and potentially pursue policy changes.

Council members were asked to submit their selections for their top five League of Oregon Cities priorities. The results would be compiled and brought before the Council at its September 9 meeting for discussion and consensus before the City's selections are submitted to the League.

ADJOURN WORK SESSION

The Work Session adjourned at 5:36 PM.

6:00 PM – CITY COUNCIL REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

The meeting was called to order at 6 PM.

ROLL CALL

PRESENT

Mayor Kenneth Jackola
Councilor - Ward 1 Dominic Conti
Councilor - Ward 1 Marcellus Angellford
Councilor - Ward 2 David McClain
Councilor - Ward 2 Dave Workman
Councilor - Ward 3 Jeremy Salvage
Council President - Ward 3 Michelle Steinhebel

STAFF

City Manager Ron Whitlatch
Finance Director Brandon Neish
Development Services Director Shana Olson
City Attorney Tre' Kennedy
Chief of Police Frank Stevenson
IT Administrative Assistant Erin Gomez
HR Director Angela Solesbee
City Recorder Julie Fisher

CONSENT CALENDAR

The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Calendar and considered separately.

Motion made by Councilor - Ward 2 Workman, Seconded by Council President - Ward 3 Steinhebel.
Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

- 1. AGENDA:** Lebanon City Council Agenda – August 12, 2026
- 2. BOARD MINUTES:**
 - Planning Commission - June 17, 2026
 - Senior & Disabled Services Advisory Committee - January 21 & April 15, 2026
- 3. COUNCIL MINUTES:** Regular Meeting July 7, 2026

PRESENTATION / RECOGNITION

PUBLIC COMMENTS

*Citizens may address the Council by filling out a testimony/comment card prior to speaking and hand it to the City Recorder. Each citizen is provided up to 5 minutes to provide comments to the Council. The Council may take an additional two minutes to ask clarifying questions. The City Recorder will accept and distribute written comments at a speaker's request. Public comments can also be submitted by email to city.recorder@lebanonoregon.gov prior to **5:00 p.m. on August 11, 2026**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

Brian Bradburn complained about overnight noise from refrigerated truck generators parked near his neighborhood on 12th Street. He stated that the generators run for extended periods, disrupting residents' sleep and affecting his ability to work from home. Council discussed reviewing the City's existing truck parking regulations and possible options to address the issue.

Rita Olson submitted a letter read by the City Recorder which expressed dissatisfaction with Republic Services after being charged approximately \$200 for the removal of tree branches that she stated took about 10 minutes to complete. She questioned the reasonableness of the charge and expressed concerns regarding the first employee's handling of the service request.

PUBLIC HEARING(S)

4. Public Hearing to consider Comprehensive Plan and Zone Map Amendments, Planned Development and Subdivision on Stoltz Hill & Walker Roads - Ordinance Bill No. 6, Ordinance No. 3048.

The Mayor opened the quasi-judicial public hearing at 6:18 PM. The City Attorney reviewed the applicable hearing procedures and decision criteria. Council members were asked to disclose any ex parte contacts, conflicts of interest, or bias, and no declarations were made. Development Services Director Olson presented the staff report and recommended approval of the Comprehensive Plan Map Amendment and Zone Map Amendment. The applicant presented the proposed Emerald Crossing development and addressed the applicable approval criteria. There were questions regarding the airport overlay requirements and potential racetrack noise impacts which are outside of the decision criteria.

No testimony was provided in favor, opposition, or neutral to the application. The applicant provided brief rebuttal and requested approval. The Mayor closed the public hearing at 7:03 PM and Council discussed the proposal, focusing on the development criteria and the condition requiring disclosure to future property owners regarding the nearby racetrack. Council then voted to approve Ordinance No. 3048, amending the Comprehensive Plan Map and Zoning Map for Tax Lots 2300 and 2305 to establish a mixed-use designation.

Motion made by Councilor - Ward 2 Workman, Seconded by Councilor - Ward 2 McClain.
Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage

REGULAR SESSION

5. Approval to Award - Twelfth Street Extension and Realignment Contract - Project 26702

City Manager Whitlatch presented a \$418,000 engineering design contract with Udell Engineering for the Twelfth Street Extension and Realignment project. The project includes transportation improvements associated with the Emerald Crossing development and the City's Transportation System Plan, including the extension and realignment of Twelfth Street, improvements to Airport Road and Walker Road, and a future traffic signal at Twelfth Street and Airport Road. The project also includes the proposed closure of Stoltz Hill Road at Wasom Street and realignment of Twelfth Street to provide the primary through route. Staff recommended approval of the contract. Council approved the contract with Udell Engineering.

Motion made by Councilor - Ward 2 McClain, Seconded by Councilor - Ward 3 Salvage.
Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

6. Additions to the Grant and Sherman Full Street and Utility Reconstruction Project 25705

City Manager Whitlatch requested approval of an additional \$360,000 for the Grant and Sherman Full Street and Utility Reconstruction Project. The additional funding will allow for the replacement of sidewalks, curbs, and gutters along Grant Street from Park Street to Third Street, as well as additional sanitary sewer and storm drainage work. The original construction contract was awarded for approximately \$2.84 million, with \$3.3 million budgeted and appropriated for the project. Council approved the additional \$360,000 expenditure.

Motion made by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

7. Consensus for Potential Surplus Property - Discussion/Consensus Only

The City Manager requested Council consensus to begin the process of evaluating several City-owned parcels located south of the South Santiam River for potential surplus. Staff has determined that the property, which is located outside the City limits and urban growth boundary, is no longer needed for a public or utility purpose. The property was originally acquired for a proposed wastewater project that was not completed.

The City Manager explained that staff would combine and adjust property lines as appropriate, obtain an appraisal and survey, and later return to Council to formally begin the statutory surplus property process. Council discussed the property's potential future use for parks or trails, access challenges, wetlands and flooding, potential liability and maintenance costs, and interest from potential purchasers. Council reached consensus for staff to proceed with the preliminary work necessary to evaluate and prepare the property for potential surplus.

8. Resolution No. 2026-18 A Resolution Amending Fees and Charges for City Services and Repealing Exhibit A "Fee Schedule" of Resolution No. 2025-05

Finance Director Neish presented Resolution No. 2026-18, updating the City's annual fee schedule. He explained that most of the changes focused on public records fees, with the goal of improving transparency and removing fees for records that can be easily provided. The updates also clarify that the City may recover its actual costs for materials, such as flash drives, when necessary. Most other fees remain unchanged.

Motion made by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

9. Department Reports

The City Manager reported that there were no significant updates and asked Council to consider rescheduling the November 11 meeting due to the Veterans Day holiday. Council agreed to cancel the November 11 meeting and hold a special meeting on November 4 instead.

ITEMS FROM COUNCIL

The City Attorney reported that he had researched regulations addressing noise from refrigerated truck and trailer units and found that some cities, including Newport, have adopted specific regulations for this issue. He stated that the current noise ordinance does not adequately address the situation and discussed concerns about the significant noise and vibration generated by refrigerated units near residential areas. Based on Council comments, he indicated that he would bring forward a proposed amendment to the noise ordinance at the next meeting to specifically address the issue.

PUBLIC/PRESS COMMENTS

An opportunity for citizens and the press to comment on items of city business.

There were no items from the public or press.

NEXT SCHEDULED COUNCIL MEETING(S): September 9, 2026 at 6PM.

EXECUTIVE SESSION

Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

10. Per ORS 192.660(2)(d) To conduct deliberations with persons designated by the Council to carry on labor negotiations.

The Executive Session began at 7:40 PM. The City Attorney read the Executive Session announcement. There were no decisions made during the Executive Session.

REGULAR SESSION

The City Council reconvened into regular session.

11. Association Federation of State, County and Municipal Employees (AFSCME) Contract

City Manager Ron Whitlatch summarized the key provisions of the proposed Collective Bargaining Agreement (CBA), including wage adjustments of 3% to 5% based on CPI-W, with an additional 1% adjustment if the applicable CPI-W is 6% or higher. Other significant changes include adoption of a 16-grade salary structure with 5% between grades; classification restructuring and a market review of all employee positions effective January 1, 2027; revisions to sick leave accumulation limits; provisions addressing PERS retirees who return to work in the same classification; and new drug and alcohol testing provisions for safety-sensitive employees. The agreement term is July 1, 2026, through June 30, 2029. Staff recommended approval of the agreement.

Motion made by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 McClain.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

ADJOURNMENT

The meeting adjourned at 8:00 PM.

INSTRUCTIONS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS:

Everyone is welcome to attend City Council meetings. If you cannot attend, written testimony must be received by noon prior to the meeting via email to city.recorder@lebanonoregon.gov. Persons who desire to access the Zoom meeting to give oral testimony regarding a Public Hearing can contact the City Recorder by email at city.recorder@lebanonoregon.gov by noon prior to the meeting so that the City Recorder can provide instructions.

City Council meetings are recorded and available on the City's YouTube page at:

<https://www.youtube.com/user/CityofLebanonOR/videos>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder at 541.258.4905.