

**City of Scio  
City Council Minutes  
April 10, 2023**

**LOCATION:** SCIO CITY COUNCIL CHAMBER, 38957 NW 1<sup>ST</sup> AVENUE, SCIO  
Public was allowed to attend in person or via Zoom.

**Time Start:** 6:00 P.M.

**Time End:** 7:39 P.M.

**CALL TO ORDER**

The meeting was called to order at 6:00 pm by Mayor Debbie Nuber. Everyone stood for the Pledge of Allegiance. Roll call was taken by Cathy Martin, Administrative Assistant.

**COUNCIL MEETING ATTENDANCE LOG**

COUNCIL	SCIO STAFF
Mayor Debbie Nuber	Ginger Allen, City Manager
Councilor Karen Eckhart	Cathy Martin, Administrative Assistant
Councilor Joey Ferguson	Tre' Kennedy, City Attorney
Councilor Tom Gray	LaVonne Murray, Librarian
Councilor Tom Meyer	
Councilor Dennis Shaffer	
Councilor Luke Zedwick	

**AUDIENCE MEMBERS IN ATTENDANCE**

Sgt. Steve Frambes, Linn County Sheriff's Office	Dean Shrunk
Suzanne Primm	Carlea White
May Garland – Via Zoom	

AGENDA	ACTIONS
<p><b><u>CONSENT AGENDA</u></b></p> <ul style="list-style-type: none"> <li>• March 13, 2023 City Council Minutes</li> <li>• March 2023 Statement of Revenue &amp; Expenditures</li> <li>• March 2023 Payment Journal</li> <li>•</li> </ul>	<p>Motion from Councilor Ferguson, seconded by Councilor Eckhart, to approve the Consent Agenda as presented. <b>Motion passed 6 years / 0 nays</b></p>
<p><b><u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>• Council Senate Committee Letter – Large Scale Poultry Operations</li> <li>• Scio FFA Thank You</li> </ul>	<p>Ferguson asked which day the letter was sent. It was noted that it was sent on March 14<sup>th</sup>.</p>
<p><b><u>PRESENTATIONS</u></b></p> <p><b>Suzanne Primm – Scio Budget Committee Applicant</b></p>	<p>Ms. Allen introduced Suzanne Primm to the Council. She stated that Ms. Primm has applied to fill the remaining vacant position on the Budget Committee.</p> <p>Ms. Primm stated that she has budget experience from previous employment.</p>

	<p>Nuber asked for council consent to appoint Ms. Primm to the Scio Budget Committee. Council unanimously consented to the appointment.</p>
<p><b>Linn County Sheriff Report</b></p> <p>a. March 2023 Report – Sgt Frambes – 6:30 – 6:49</p> <p>b. Council Discussion</p>	<p>Sgt. Frambes hit on several points.</p> <ul style="list-style-type: none"> <li>• Drop in calls, Scio lowest for the entire county.</li> <li>• Frustrating for city vehicle stolen – recovered</li> <li>• Lots of school activity – spending time at the schools</li> <li>• No other property crimes during month of March</li> </ul> <p>Ferguson – any information on the attempt to steal vehicle at fairgrounds during auction.</p> <p>Frambes will look into the situation and get ahold of Ms. Allen.</p> <p>He wanted to let council that the sheriff’s office is working on the RV’s in West Scio.</p> <p>Kennedy – number of different logistics at the county level. If can fall into a “hazard” can be towed immediately.</p> <p>Easier to move the RV’s before they set up a camp. Please call on these immediately. A lot of these campers are not local.</p> <p>Sgt. Frambes spoke regarding Carol Gordon, Linn County Code Enforcement, he will try to get her to come to a meeting. County is working to crack down on illegal (private) campgrounds. Campgrounds require permits.</p> <p>Frambes – have to be careful with the delineation of public and private property lines.</p> <p>Citizens Academy – Cadet program – ride along – Search &amp; Rescue - cadet program is tough to get into.</p>
<p><b>Library Report</b></p> <p>a. Presentation by LaVonne Murray, Librarian</p>	<p>Ms. Murray was unable to attend the meeting.</p>
<p><b>REGULAR SESSION</b></p> <p><b>Resolution No. 23-02, A Resolution of Unanticipated Funds</b></p> <p>a. Staff Report – Ginger Allen</p>	<p>Ms. Allen stated the staff quickly applied for a grant from the Linn County Cultural Coalition for the Library 75<sup>th</sup> Anniversary.</p>



<p>b. Council Discussion</p>	<p>Nuber asked how soon the roof needs to happen. Allen according to the insurance company, the bid needs to awarded by mid-June.</p> <p>Ferguson</p> <p>Allen – look at it as one structure, we would use the space, the friends of library storage. If we don’t do it, it will change the way the insurance company insures the whole building.</p> <p>Eckhart asked about having the shop portion removed.</p> <p>Allen key is what will the insurance company allow.</p> <p>Allen was asked to see if the insurance company will hold off on the requirement while the city gets bids to renovate city hall.</p> <p>Council requested staff to look into tearing down the shop &amp; keep insurance on remaining portion.</p>
<p><b>Water and Sewer Rates</b></p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p>	<p>Ms. Allen stated that last year the council talked about evaluating the water and sewer rates in April ahead of the budget cycle. Staff hasn’t been able to look at the rates at this time. However, the information in the memo, goes over needs. Staff will have the numbers together for budget committee meeting on April 19th.</p> <p>Allen suggested that since water is somewhat stable, suggest that we don’t raise it so much, but keep in more in line with inflation.</p> <p>A resolution to adopt the rates for FY23-24 will be included in the May 8<sup>th</sup> council agenda.</p>
<p><b>City Council Protocol Final Draft</b></p> <p>a. Staff Report – Tre Kennedy</p> <p>b. Council Discussion</p>	<p>Mr. Kennedy suggested that the council adopt the rules by resolution once they are in final form.</p> <p>Ferguson asked for clarification on section 1</p> <p>Kennedy said that there will be formatting of numbers.</p> <p>Allen stated if no other questions, staff will prepare final draft for adoption by resolution.</p> <p>Allen asked if the basketball hoops will be resolution or ordinance. Kennedy stated that this will be an Ordinance.</p>

**COMMUNICATIONS FROM CITY STAFF**

a. City Manager's Report

Ms. Allen reviewed the City Manager's report dated April 6, 2023

- PW Shop Update – first walk through done, a few things to be finished. Final Inspection set for Thursday, April 13<sup>th</sup>. Staff will then take over and finish a few things: Epoxy flooring, shelving, painting – hope to have all things done. Any money that is left over will be used to finish some of the other projects that were partially completed (asphalt)
- Reservoir Loan will be paid off in July.
- Public Restroom – city had NW Gas and Pacific Power – discovered that city should have done site development first as several issues became apparent following their inspections. The good news is that the city can put the public restroom on city hall site, this placement eliminates all of the site issues on the property by the store. As part of this project relocation, we will be getting the bids to repair sewer main in alley way.
- Parks and Tree Committee Update – meeting tomorrow at 9:30 am.
- NW 1<sup>st</sup> Avenue Safe Routes to School Grant Update – Bid documents out, opening on April 27<sup>th</sup>. Presentation to the city council in May.
- Small City Allotment Grant – Bid documents out, opening on April 25<sup>th</sup>. Good turnout for requests for the bid documents, this will also be presented to the council in May.
- Council Email Accounts – email addresses are secured with IT, would like to set up time to meet individually, would like picture on city website, business cards will be updated, training session.
- Information Sharing on IRS Penalty – Allen advised council that October Taxes were done while working from home, letter in March 7<sup>th</sup> – owed \$8,806 (\$2K penalties) no clue that the payment did not go through. Immediately made the payment and sent letter asking for forgiveness and information about the situation. City received letter last week notifying the city that they have waived the penalty. The next day got a letter, from IRS waiving the penalty – error on their part. Allen has written up some operational policy & checklist for the Mayor and Council President to review.

<p>b. City Attorney's Report</p>	<p>Allen said that the State and IRS have made improvements to electronic submission of payments.</p> <ul style="list-style-type: none"> <li>• Concerned Citizen regarding why sidewalks were not put in front of the City Shop – Ms. Allen informed the council why the sidewalks were not part of the project. It was noted that the cost of installing the sidewalk along the entire property, would have been more than the shop itself.</li> <li>• ODOT</li> </ul> <p>Kennedy asked for additional clarification on some of the items in the basketball hoop ordinance.</p> <p>Shaffer asked if the width of the street matters.</p> <p>Draft will be sent for the council to review at the May meeting.</p>
<p><b><u>ITEMS FROM THE COUNCIL</u></b></p> <p>a. Councilor Meyer</p> <p>b. Councilor Eckhart</p> <p>c. Councilor Zedwick</p> <p>d. Councilor Ferguson</p> <p>e. Councilor Gray</p> <p>f. Councilor Shaffer</p> <p>g. Mayor Nuber</p>	<p>Covered everything well, thank you.</p> <p>Eckhart asked about the leaves on Main Street, they are backing up water – worried about flooding Allen stated that the sweeper is broken, on waiting list for a repair company to come work on it, they are 8-10 weeks out. The debris will have to be cleaned by hand. Kennedy suggested contacting another city about using theirs. Allen will have the public works do what they can.</p> <p>None</p> <p>Commented about new council protocol, she said that Section 11, provides good guidelines and a reminder of how to make motions and discuss them. Training would be helpful. Allen is working with insurance company regarding council training session.</p> <p>Ferguson also stated that it is helpful to have information on council member outside meeting discussion rules.</p> <p>Very nice letter sent to Jamie Cate.</p> <p>Spoke with former Councilor Whalen he is doing well.</p> <p>Nuber spoke regarding the small cities meeting, she said that other cities are going to the capital. She thought that it would be good for Scio to do the same.</p>

Allen spoke regarding the City of Brownsville they have what they call “small bus tours” where they all go look at places around the town that are having issues.

**PUBLIC COMMENTS**

a. Carlea White

Asked about speed limits by high school? Allen stated that ODOT does not deem them it necessary

b. Katrina Clouse

Thanked Ginger – she gave a brief update regarding Lamb Fair. They have a work session at the pavilion planned for April 22<sup>nd</sup>. She asked if the city was going to have anything in the parade. Allen stated that it was unknown at this time.

c. May Garland

Friends of the library book donation day on Saturday, April 29<sup>th</sup>, they will be set up outside to receive the donations – 10:00am to 1:00 pm