



City of Scio

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SCIO CITY COUNCIL MEETING MINUTES MONDAY May 8, 2017

COUNCIL PRESENT: Mayor Chadd Weaver and Councilors Wolfgang Borchard, Joey Ferguson, Tom Gray, Richard Nelson, Debbie Nuber.

STAFF PRESENT: Interim City Manager Ginger Allen, City Attorney Tre' Kennedy, Administrative Assistant Cathy Martin.

CALL TO ORDER: Mayor Weaver called the Regular Session of the Scio City Council was called to order at 6:00 P.M. in the main meeting room of the Scio City Hall, followed with the flag salute.

INTRODUCTION:

ROLL CALL: Roll call was taken with Councilor Karen Eckhart excused.

APPROVAL OF CONSENT AGENDA:

Councilor Gray moved, Councilor Nuber seconded, to approve the Consent Agenda as presented. Borchard asked about the purchases from the US Postal Service. Motion passed 5/0

PROCLAMATION: Linn County Mental Health Month – Read by Mayor Weaver, Proclaiming May 2017 as Mental Health Month. Mr. Knowles.

CORRESPONDENCE:

- Volunteer of the Year Award Recipient – Wendy Cotton – Albany Democrat Herald Newspaper

PRESENTATIONS:

1. Linn County Sheriff's Report – Sgt. Greg Klein reported on the activity for the month of April. A new report was presented to the council; changes are expected as time goes by. Klein stated that there is some concern for Jake brake usage in the early morning areas, and they have it on the focus patrol. Several of the logging companies have been contacted.

PUBLIC HEARING: (opened at 6:12 pm)

- 1) Public Hearing – PL2017-05, Comprehensive Plan Map Changing Residential to Commercial – Applicant: Amy Fitzpatrick – Presented by Dave Kinney, Planning Consultant

Kennedy reviewed the hearing procedures, rules of the meeting, ex-parte contact, bias, conflicts of interest. No council members were recused from the hearing.

Dave Kinney, Planning Consultant, presented the staff report. The Application was to consider a Zone Change. Planning Commission held public hearing April 26, 2017. Based on the city's Comprehensive Plan and Statewide Planning Goal the commission concluded that there is a deficiency for land for commercial development and sufficient for residential development, thus recommending council to approve.

The Comp Plan policies were reviewed to determine if there were other suitable locations, compatibility with adjacent land uses, negative impacts, and site development. Based on buildable land needs, transportation, diversification supports small business development. It was determined that there is a basis in the plan policies to support the application. Kinney stated that as to the question of other available sites, the applicants want to expand a home occupation, by expanding the existing building. The property is located adjacent to SMTA warehouse. The shop is located on the property to South and West of SMTA buildings and the proposed addition is toward the existing warehouses. Across street, and adjacent the property to the south are residential homes. Kinney advised that one neighbor submitted a letter of support. Planning Commission looked at the traffic impact. The driveway goes to existing house. Applicants propose to modify shop by inserting garage door access to Ash Street. PC concluded that there will not be any significant increase in transportation activity on Ash Street.

Kinney advised that the Planning Commission determined that the application was consistent with the Comprehensive Plan policies and the criteria and recommends approval.

Debbie Nuber asked about the potential for spills. Kinney stated that he would let the applicants respond to the questions. However, he stated that Ron Loewen, Planning Commissioner, indicated at the planning commission meeting that there is a 25 gallon requirement to notify DEQ. If a spill occurs in the street ROW, city must respond.

Borchard asked if the Fire Department had reviewed the application. Kinney they received notice, but did not comment.

Kris Stewart, representative of the applicant, addressed the question regarding spills. He stated that they do not stock bulk containers of fluids. They do have hazmat pads to soak up any spills from vehicles coming to the building.

Ferguson asked about noise. Stewart stated that the work will be contained in shop, and the business hours are 8-5 pm Monday-Friday. Gray asked how long he had been in business. Stewart responded 1 ½ years.

Mike Wetherford, owner of a rental located across the street from the property, asked if they were aware that there is property available on main drag that is for sale. He stated that he was not concerned with this current use, but what could be allowed in the future.

Kris Stewart stated that the plan is for 2-3 years and then to expand into another area in the future. His desire is to be able to work inside a building.

Ferguson asked if the zone change was required to expand the shop. Stewart stated that it is. Kinney stated that they cannot expand the home occupation without the zone change. He also stated that the future is unknown. City has obligation to monitor impact in the future.

Weaver closed the public hearing at 6:33 pm.

REGULAR SESSION:

- 1) Request Comprehensive Plan Map Changing Residential to Commercial – Presented by: Dave Kinney, Planning Consultant –** copy of the Ordinance was part of the council packet. Council may adopt or deny the applications.

Kinney read Ordinance No. 608 by title.

Councilor Ferguson moved, Councilor Gray seconded to recommend approval of Ordinance No. 608 as read. Motion passed 5/0

Notice of decision will be sent to the applicant. Kinney stated that there is the opportunity to file an appeal by anyone who participated in the hearing and that the appeal period is 21 days.

- 2) Public Event Permit Review – Applicant: Palma Holzouser – Presented by: Ginger Allen, Interim City Manager –** Ms. Allen stated that all of the information for the application has been submitted for the permit. The only thing that is pending is the receipt of the fee. Council may waive permit cost if they so choose. Ferguson asked if they are requesting the fee to be waived. Holzouser stated yes. 10th year of the Teen Camp for kids in the foster kid program. June 24th is the date of the Car Show

Councilor Ferguson moved, Councilor Nuber seconded the motion to approve the application from Palma Holzouser and waive the public event permit fee. The motion passed 5/0.

- 3) Scio Library Hours – Presented by: LaVonne Murray, Scio Librarian –** Ms. Murray presented the proposed hours for the Library. Ms. Murray stated that the proposal is designed to offer times that may be more convenient for the patrons, adding evening hours and one day a week for during the noon hours. The new schedule will start the first of July, 2017 and run through March 2018 to give a

picture of library usage. Ms. Murray asked for approval. She stated that the additional hours would be staffed by volunteers. Ferguson asked about Saturday attendance. Murray stated that Saturdays have been very slow, and that trying to see if there would be an increase in usage by changing the hours. Nuber asked about total hours. This would be an increase of 2 hours per week. Allen stated hoping to increase the usage, and a former councilor had asked about evening hours in past. Trying to listen and give it a try. If this does not work will go back. Goal is to hit the most people. More service hours no increase in cost. Council gave consent to change Library hours.

- 4) Public Works Equipment Purchase – Presented by: Ginger Allen, Interim City Manager and Robert Waller, PW Superintendent** – Allen stated that a piece of equipment is starting to fail, has been identified in the Water Master Plan, financial aspect, could be done this year. Waller advised the council that the telemetry system was installed in 1994, it runs the system for filling the reservoir, fire suppression, or if level of the reservoir falls to low. Three bids have been obtained. Recommended the approval of the bid from TAG. The system that is proposed will do static level, drawdown, allow the well to be run at different times or adjust volume during pumping. The bids are as follows: Technical Systems \$49,300, Xylem \$14K, TAG \$23,380 (will use the same radios that we have currently. Xylem – untested in this type of usage. Money in the sewer fund, and money in the Equipment Acquisition fund. They system offers internet connection. Nelson asked if the well had a generator. Waller advised that the city does not have a generator for well. Reservoir is 500,000 gallons.

Councilor Nuber moved, Councilor Gray seconded a motion to approve the bid from TAG. The motion passed 5/0.

- 5) Linn County Police Services Contract – 2017-2018 – Presented by: Ginger Allen, Interim City Manager** – Ms. Allen reviewed the meetings that she has attended meetings with the Sheriff – Ferguson – if they have to cover us anyway, why do we have to pay for it. Extra service to those that are paying for the service. Allen stated that the major change to the contract is that the city will know what to expect. Contract hooked to their bargaining contracts. Ability to ask for focused patrol.

Councilor Ferguson moved, Councilor Nuber seconded a motion to accept the Sheriff's Contract for 2017-2019. The motion passed 5/0.

CITY ATTORNEY REPORT – Tre' Kennedy – Mr. Kennedy provided handout on the Update on the City Manager Recruitment proceedings. The proposal is for the recruitment to be handled by the Attorney's Office, Office manager billing at \$50 per hour. Next meeting the council needs to adopt city manager profile. Outlines what the city is looking for. People will be allowed to give comments in open hearing. Then city can discuss applicants in Executive Session. A draft was presented. Email suggestions, council guidance on salary range – research cities of the size of Scio, all

over the map, from duties, to salary, to budget. Average \$61,650 – Stayton \$106,000 – Adair Village – 818 people \$75K, Glendale – 800+ \$46,000. Two other cities looking for city managers range - \$60-75K likely get good candidates. Gray asked if this is a 4 day week job. Allen stated that that depends on what the city wants in the future, it could be. However, it needs to be a salary position. Kennedy – will have specific idea of where the notices will be posted. There are a couple of national search sites. Suggested accepting applications from June 16 to August 1. There would also be a Committee to review and participate in selection of candidates to interview. Hopefully by end of August/September negotiate contract. Advertise as public hearing on City Manager Profile.

Update on vacant properties – looks like all of the properties identified – city will not be able to sell it or will be available to abate it. Allen stated that CIS (insurance company) advised on a couple of these parcels that have structures, that the city could have liability. Any of bordering property can be requested to be abated. There will be some surveying cost. So long as not more than a certain percentage of adjoin property owners do not object. Staff will send out letters to the adjoining property owners.

CITY MANAGER REPORT: Presented by Ginger Allen – Allen reviewed items listed on the report. Vogel Campsite – need to know how many sites, a misunderstanding occurred at the last meeting, when asked about the number of people camping they were planning on, Ms. Vogel thought the question was in the number of campsites. The site map was reviewed by the Fire Chief and it was determined to be too dense, and must be scaled back. An entertainment schedule is needed in order to complete negotiation of the Sheriff's Contract. Council granted an extension to the Vogel application to 20th May.

Business from the Public – Katrina Clouse – need to know soon on pricing for the campsites. Nadji Vogel – you're doing a great job.

Business from the Council:

Borchard – County put in park near the Hannah Bridge. County has piece near Scio. Think Thomas Creek will have more people seeking access to the creek. Can the City establish a Park committee in Scio? Kennedy – lots of ways to do committees. Standing committee, come back with a recommendation to the council.

Ferguson - None

Gray – Asked about the fire hydrant painting. Ms. Clouse addressed the question; she stated that the Rebekah's are currently fundraising to obtain money to purchase the reflectors.

Nelson - Veteran's Park – Flags – cleanup prior to Lamb Fair.

Nuber – none.

Recess – Adjourn Regular Session at 7:50 pm:

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.

Per ORS 192.660(2)(i) To review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Reopen Regular Session at 8:35 p.m.

Although no citizen stayed for reopening of regular session, there was discussion by Council and City Attorney Kennedy regarding a possible public hearing to receive comments from the public as to the need of a national recruitment for the City Manager position.

Allen was asked by Attorney Kennedy if she would have any objection to the public hearing, Allen stated, "No, I want the Council to do whatever is needed to move the process forward".

Council agreed to the Public Hearing and tasked Kennedy to prepare and advertise the Public Hearing and have the hearing take place at the June 12, 2017 council meeting agenda.

There was no further business and the meeting was adjourned at 9:23 p.m.

The next regular meeting was scheduled for June 12, 2017 at 6:00 p.m.

Cathy Martin, Clerk
Scio City Council