



Coburg City Council
Regular Session
September 10th, 2019 – 7 P.M.
Coburg City Hall
91136 North Willamette St.

COUNCILORS PRESENT: Ray Smith, Mayor; Nancy Bell, Kyle Blain, John Fox, Chris Page, Councilors

COUNCILORS ABSENT: Markus Alexander, John Lehmann, Councilors

STAFF PRESENT: Anne Davies, Attorney; Sammy Egbert, City Recorder; Tawnya Ellis, Accounting; Burke Hansen, Public Works; Anne Heath, City Administrator; Jeff Kernen, Planning; Larry Larson, Police Chief

GUESTS: Brandt Enright, Captain; Lane County Fire Department

RECORDED BY: Raymond Stevenson, Administrative Assistant

1. CALL TO ORDER

Mayor Smith called the Regular Session of the Coburg City Council to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE

Council conducted the Pledge of Allegiance.

3. ROLL CALL

Ms. Egbert called roll and announced a quorum was present

4. MAYOR COMMENTS

Mayor Smith wanted to remind the City Council of his statements in July of how City Council will be moving into a very busy time with multiple work sessions and a lot of extra work in the upcoming months. Mayor Smith discussed with the Council rescheduling some of those work sessions.

The Council agreed to reschedule the work session for the Street Funding to October 2nd and the work session for the Comprehensive Plan and Annexation to November 5th

Mayor Smith also wanted to recognize the City staff for all of its hard work and voice his appreciation.

5. AGENDA REVIEW

Ms. Egbert highlighted the following changes to the agenda that were located in the red folder:

- Tab 4.5 – Ryan Thomas Construction Contract
- Tab 5.5 – Creswell Espresso LLC Liquor License
- Tab 5.75 – Finance Audit – Written update from Cathy Engebretson who could not be present.

- Tab 10 – Coburg Gas Tax Fact Sheet 2019

6. CITIZENS TESTIMONY AND COUNCIL COMMENTS: Tabs 1 and 2

No one was present or signed up to provide citizen testimony, only emails that were submitted were commented on.

Councilor Blain commented and agreed with the email about the residential speed and the request for a reduction in the residential speed limit. Councilor Page also agreed.

Councilor Page inquired about the second email regarding the water leak and the request for a bill reduction.

Ms. Egbert explained how there is no specific policy in place for a customer requesting a reduction in their water bill due to a water leak that was not the City's fault and how the customer had requested City Council review the situation.

City Council agreed that this situation is not a fault of the City and that no reduction in the bill should be given to the customer and the City Administrator shall handle the situation with the customer. City Council would also like staff to come back with policy recommendations to review in regards to water leaks on the customers side of the meter.

Councilor Bell inquired about the reduction in the speed limits on City streets

Ms. Heath advised she had done some research on this topic and the possibility of reducing the speed. She stated that it is possible to reduce the speed down another 5 mph, however it is not as simple as a vote from City Council, that there is a process and that much more research would be required. Ms. Heath advised something could be brought back to Council for the November meeting.

7. CONSENT AGENDA

Minutes July 10th 2019: Tab 3

Councilor Bell moved, seconded by Councilor Blain to accept the Consent Agenda. The motion was passed unanimously 4:0

8. SPECIAL GUESTS

Mr. Enright was present to ask the Council for permission to lease an acre of property from the City on the Waste Water Facility property to be able to setup a training facility and form a partnership with the City. The Council was in agreement as well as supported the proposal and partnership. The request from Council was for Staff to move forward with the proposal.

9. DEPARTMENT ACTIONS AND UPDATES

City Administration

City Administration Monthly Update: Tab 4

Ms. Heath went over the monthly City Administrator updates for City Council. Ms. Heath brought the Council up to speed with the current status of the Water Project Team. Pointing out that there was not the citizen interest that staff had hoped for to form the committee. As a result, there is a

problem forming a quorum. As it stands right now what is being considered is repealing the resolution to create the committee and move forward with solely a leadership team for the Water Project.

Mayor Smith was in agreement with repealing the resolution.

Ms. Heath asked if the resolution could be repealed at this time or if it would need to be brought back to Council with a staff report. Ms. Egbert thought a vote could accomplish the repeal at this time.

After discussion it was decided to wait until the October meeting and bring back a repeal to the resolution.

Ms. Heath gave updates on the parks, the audit, and the return of Officer Lee.

Councilor Bell inquired about the well sites. Ms. Heath advised that the City currently has two possibilities at this time for testing for a potential new well site.

Councilor Fox inquired about the CHET program. Chief Larson explained the CHET program, how it was founded and how it is financed.

City Hall Expansion Contract: Tab 4.5

Ms. Heath gave the staff report for the City Hall expansion project.

Councilor Page moved, seconded by Councilor Blain to approve the contract with Ryan Thomas Construction LLC for the construction of the City Hall Office addition and to authorize staff to make necessary budget adjustments to cover the cost of the contract. The motion was approved unanimously 4:0.

City Emergency Response Preparation Update: Tab 5

Ms. Heath gave a staff report for the current status of the City's emergency response and preparation and explained the extent of all of training that has been invested into the preparedness at this point.

Creswell Espresso LLC Liquor License: Tab 5.5

Ms. Egbert gave the staff report for the Creswell Espresso's Liquor License application.

Councilor Page moved, seconded by Councilor Fox to recommend that the OLCC grants Creswell Espresso LLC dba Blue Valley Bistro a Liquor License. The recommendation was approved unanimously 4:0.

Finance

Finance Audit Committee Report: Tab 5.75

Ms. Ellis went over the email that was prepared by Cathy Engebretson for City Council as she was unable to attend the meeting.

Finance Update Fiscal Year 2019: Tab 6

Ms. Ellis gave a power point presentation to the Council detailing the City's 2019 Fiscal Year end report and how well the city did budgeting versus actual expenses.

Planning

ORDINANCE 194-B AN ORDINANCE AMENDING THE COBURG PARKS & OPEN SPACE MASTER PLAN Tab 7

Second Reading

Mr. Kernan went over the second reading and staff report highlighting the requested changes with Council.

Councilor Blain moved, seconded by Councilor Page to adopt ORD A-194-B an ordinance amending the Coburg Parks & Open Space Master Plan. The ordinance was adopted unanimously 4:0

Coburg Inn Open Space Restrictive Covenant: Tab 8

Mr. Kernan presented the staff report.

Councilor Bell moved, seconded by Councilor Page to approve the Mayor to sign the restrictive covenant for the purpose of establishing the Open Space in the Coburg Inn Master Planned Development. The motion was approved unanimously 4:0

Police

Police Services for the City of Harrisburg: Tab 9

Chief Larson gave the staff report asking for direction from City Council in moving forward with doing the research required with the possibility of going out for an RFP and a contract possibly for Police services from the City of Coburg and the City of Harrisburg.

City Council was in agreement to explore the possibilities and do the necessary research to a possible partnership with providing Police services with the City of Harrisburg.

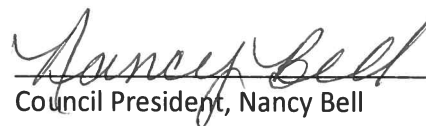
10. COUNCIL COMMENTS: Tab 10

Councilor Page went over a fact sheet that has been prepared to assist with answering questions when going out in to the public and help citizens make a decision to support the Gas Tax that will be on the November ballot.

11. ADJOURNMENT

Mayor Smith adjourned the meeting at 9:31 p.m.

APPROVED by the Mayor and Council of the City of Coburg this 8th day of October, 2019.



Council President, Nancy Bell

ATTEST:



Sammy L. Egbert, City Recorder