



Coburg City Council
Regular Session
March 12, 2019 – 7 P.M.
Coburg City Hall
91136 North Willamette St.

COUNCILORS PRESENT: Ray Smith, Mayor; Markus Alexander, Nancy Bell, Kyle Blain, Patti Gianone, Chris Page, John Lehmann, Councilors

STAFF PRESENT: Anne Davies, Attorney; Sammy Egbert, City Recorder; Tawnya Ellis, Accounting; Burke Hansen, Public Works; Brian Harmon, Public Works Director; Anne Heath, City Administrator

OTHERS PRESENT

Andy Vobora, Travel Lane County

RECORDED BY: Rodney Cimburke, LCOG

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 the roll and announced a quorum was present.

4. MAYOR COMMENTS

Mayor Smith made the annual Arbor Day Proclamation. He proclaimed April 26, 2019 Arbor Day in the city of Coburg: **Tab 1**

Mayor Smith proclaimed April 2019 Child Abuse Prevention Month in the city of Coburg: **Tab 2**

5. AGENDA REVIEW

There were no additions or changes to the agenda.

6. CITIZENS TESTIMONY

None

7. RESPONSE BY CITY COUNCIL

None.

8. CONSENT AGENDA

Minutes February 12, 2019: Tab 3

Councilor Gianone moved, seconded by Councilor Page, to accept the Consent Agenda as presented. The motion passed unanimously 5:0.

9. SPECIAL GUEST

Travel Lane County

Mr. Vobora offered Council an update and Power Point presentation on Travel Lane County.

Councilor Lehmann asked if TLC had marketing materials at the Eugene airport.

Mr. Vobora said they did.

Councilor Page wondered what TLC was doing specifically for Coburg.

Mr. Vobora replied that Coburg was added to TLC's campaign last year. He mentioned this year would mark the 10th anniversary of Oregon's Scenic Bikeways, and Coburg was positioned on the Willamette Scenic Bikeway.

10. DEPARTMENT ACTIONS AND UPDATES

City Administration

City Administration Monthly Update: Tab 4

Ms. Heath offered Council a monthly City Administration update.

Councilor Blain asked how many letters were sent out by the City to property owners in the Coburg Bottom Loop area regarding a possible 3rd well site in that area.

Ms. Heath replied it was only seven letters.

Councilor Bell asked if any of the Councilors had already completed NIMS training in the last few years, would they have to complete levels 100 and 200 of said training again.

Ms. Heath said no, but she would let Council know when staff has more information on a Council-specific NIMS training.

Councilor Gianone pointed out a couple of numeric typos on Page 5 of the City Administration monthly update. Said typos were a matter of commas being in the wrong places.

Ms. Heath said the errors would be corrected as soon as possible.

Councilor Page thanked Coburg public Works and other staff for their efforts in cleanup after the recent snowstorm.

City of Coburg Emergency Operations Coordinator: Tab 5

Ms. Heath offered Council a staff report on appointing Jim Bell as the Emergency operations Manager for the City of Coburg.

Mayor Smith offered that since Councilor Nancy Bell was married to Jim Bell, there was an obvious conflict of interest. Ms. Bell stepped down from her position as Coburg City Councilor briefly while the discussion carried on.

Councilor Lehmann asked Mr. Bell what he planned to do on day one of his tenure as Coburg Emergency Operations Coordinator.

Mr. Bell replied that he would begin the process of building a team that is well-trained with redundancies in job descriptions.

Councilor Gianone posited it would be a good idea for Mr. Bell—as Coburg Emergency Operations Coordinator—to attend the upcoming Coburg Conversations on April 13.

Mr. Bell said he would be there.

Councilor Blain moved, seconded by Councilor Lehmann, to appoint Jim Bell as the Emergency Operations Manager for the City of Coburg. The motion passed unanimously 4:0.

Council Goals for Fiscal Year 2020: Tab 6

Ms. Heath offered a brief staff report on Council goals for FY 2020.

Councilor Page moved, seconded by Councilor Blain, to adopt the preamble statement and list of goals as presented. The motion passed unanimously 5:0.

Finance

Financial Monthly Update: Tab 7

Ms. Ellis offered Council a monthly financial update.

Councilor Gianone asked if revenues being 7% above budget, as reported in the monthly finance report, included all revenue.

Ms. Ellis said that was correct.

Councilor Lehmann suggested including actual dollar amounts to accompany the percentages (e.g. revenues being 7% above budget).

RESOLUTION 2019-07 A RESOLUTION AMENDING THE BYLAWS OF THE FINANCE/AUDIT COMMITTEE: Tab 8

Ms. Ellis offered Council a staff report on resolution 2019-07.

Councilor Page wondered, since the Sections concerning conflicts of interest seemed to have been removed in the Finance/Audit Committee bylaws, if conflict of interest protocols were an overarching theme of all Coburg bodies.

Ms. Ellis offered that conflict of interest protocols were included in the Coburg Committee Manual.

Councilor Gianone moved, seconded by Councilor Blain, to approve Resolution 2019-7. The motion passed unanimously 5:0.

Public Works

RESOLUTION 2019-08 A RESOLUTION AUTHORIZING THE CITY OF COBURG TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE PURPOSE OF PHASE II IMPROVEMENTS AT WETLAND PARK: **Tab 9**

Mr. Harmon offered Council a staff report on Resolution 2019-08.

Councilor Lehmann asked about the process for prioritizing Wetland Park Phase II projects.

Mr. Harmon replied that would depend on how much grant money Coburg was awarded for Phase II. He added they were trying to write the grant for the full \$800,000.

Ms. Heath said that once whatever grant money was awarded to Coburg, they would have two years to finish the Phase II project(s).

Councilor Lehmann wondered who would be deciding Phase II project priority.

Mr. Harmon responded the Coburg Park|Tree Committee would come up with a list of priorities, and then that Committee would send the priority list to City Council for final approval.

Mayor Smith said he was in favor of this Committee method, because by the time anything of import made it before Council, the issue would have already been vetted by the community thanks to the work at the Committee level.

Councilor Gianone urged everyone involved with this project to get it out into the community as soon as possible.

Councilor Lehmann moved, seconded by Councilor Alexander, that City Council authorizes the City of Coburg to apply for the Local Government Grant from the Oregon Parks and Recreation Department for the purpose of funding Phase II improvements to the Wetland Park. The motion passed unanimously 5:0.

Wastewater Analysis Presentation

Ms. Heath offered Council a report and Power Point presentation on the 20-year Wastewater Analysis for the City of Coburg.

14. ADJOURNMENT

Mayor Smith adjourned the meeting at 9:43 p.m.

APPROVED by the Mayor and Council of the City of Coburg this 9th day of April, 2019.





Mayor, Ray Smith

ATTEST:



Sammy L. Egbert, City Recorder