



MINUTES

Coburg City Council Meeting

July 11, 2023 at 6:00 P.M.

91136 N Willamette Street

Hybrid Meeting in-person or via Zoom

MEMBERS PRESENT:

Mayor Nancy Bell, John Fox, John Lehmann, Kyle Blain, Claire Smith, Alan Wells, and Cathy Engebretson

STAFF PRESENT:

Anne Heath, City Administrator; Anne Davies, City Attorney; Sammy Egbert, City Recorder; Larry Larson, Chief of Police; Brian Harmon, Public Works Director; Gregory Peck, City Accountant

GUEST:

Brendan Irsfeld, Lane County

RECORDED BY:

Trenay Ryan, Lane Council of Governments (LCOG)

CALL THE CITY COUNCIL MEETING TO ORDER

Mayor Nancy Bell called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Bell led the Pledge of Allegiance.

ROLL CALL

Ms. Egbert called roll. A quorum was present.

MAYOR COMMENTS

Mayor Bell shared:

- An August City Council meeting would be held on Tuesday August 8, 2023.
- A significant water leak due to brittle pipes occurred while work was being completed on North Willamette Street on July 3, 2023. The leak was repaired quickly. The mayor thanked all those involved in resident notification and pipe repairs.
- Costs have continued to rise on all city projects. Staff have been diligent in searching for money or grants for outside funding to mitigate the financial impact on Coburg's citizens.
- Encouraged all members to attend the various committees for their council liaison activities.

AGENDA REVIEW

There were no changes made to the Agenda.

CITIZEN TESTIMONY

There were no request(s) made to publicly speak. There were no written statement(s) received.

RESPONSE(S) BY CITY COUNCIL

There were no response(s) made by the City Council.

CONSENT AGENDA

1. Appointment of Michelle Shattuck to the Park Tree Committee

MOTION:

Councilor Fox moved, seconded by Councilor Blaine to approve the Agenda as presented.

The motion passed unanimously — 6:0.

SPECIAL GUEST

2. Natural Hazard Mitigation Plan (NHMP) Overview
Brendan Irsfeld, Hazard Mitigation and Recovery Analysts for Lane County Office of Emergency Management.

Mr. Irsfeld informed the Council that the current NHMP was adopted in 2018 and will expire October 14, 2023. The NHMP must be updated every five years in order to continue to be eligible for Federal Emergency Management Agency (FEMA), NHMP grant funding. The role of the annexes, allows the City Council to focus on the needs of the City of Coburg, such as the action items, capital projects and more studies and analysis to better understand the hazard risk.

- Coburg has five action items in their annex related to infrastructure: hardening, resilience, backup water supplies, storage tanks, and seismically retrofitting the buildings.
- The Council also briefly discussed Coburg cosmetic touch-ups and extreme weather notices.

Mr. Irsfeld explained that one of the broader strategies used is that many federal grants are pushing more of a regional collaborative criteria in terms of what they prioritize or emphasize the projects that they award. Being able to show county-wide coverage in conjunction with Coburg's will also make their application more competitive. Roads and highway resiliency is currently a focus of the State of Oregon.

ORDINANCES AND RESOLUTIONS

3. Public Hearing

ORDINANCE A-163-U, An ordinance adopting the Oregon Criminal Code, Oregon Uniform Controlled Substances Act, Oregon Liquor Control Act, and the Oregon Motor Vehicle Code; Repealing Conflicting Ordinances

Mayor Bell opened the first reading of ORDINANCE A-163-U; Public Hearing at 6:20 p.m.

There were no requests made to publicly speak. No written statements were received. The second reading of ORDINANCE A-163-U is scheduled for the August 8, 2023 City Council meeting.

Mayor Bell closed the first reading of ORDINANCE A-163-U; Public Hearing at 6:22 p.m.

4. RESOLUTION 2023-14, A Resolution Authorizing The City To Seek State Transportation Funds through the 2023 Small City Allotment Grant Program

Mr. Harmon, Public Works Director presented a Staff Report.

MOTION:

Councilor Blaine moved, seconded by Councilor Fox to adopt Resolutions 2023-14, a resolution authorizing application to the Oregon Department of Transportation for the Small City Allotment program grants for an amount up to \$250,000.

The motion passed unanimously — 6:0.

COUNCIL ACTION ITEMS

5. Paverite USA Agreement for Sealcoating Pavement Preservation

Mr. Harmon, Public Works Director presented a Staff Report.

MOTION:

Councilor Fox moved, seconded by Councilor Wells to approve the contract for Paverite USA for the Pavement Preservation Sealcoating project in the amount of \$38,500.

The motion passed unanimously — 6:0.

6. Paverite USA Agreement for Crack Fill Pavement Preservation

Mr. Harmon, Public Works Director presented a Staff Report.

MOTION:

Councilor Wells moved, seconded by Councilor Blain to approve the contract for Paverite USA for the Pavement Preservation Crack Sealing project in the amount of \$21,250.

VOTE:

The City Council voted to approve the contract with Paverite USA for the Pavement Preservation Crack Sealing project in the amount of \$21,250.

The motion passed unanimously — 6:0.

ADMINISTRATIVE INFORMATION REPORTS**7. Citizen Inquiry Quarterly Report**

Ms. Egbert remarked that the Citizen Inquiry Quarterly Report covered everything from April, May and June. They had previously discussed the information and there had been no new information to include in the report.

Councilor Lehmann requested more information on and the current status of Coburg's Post Office issues.

Ms. Egbert offered a brief update on the postal issue:

- The issue falls under Coburg's Administration Department because of its impending status. It is also being discussed with the Mayor and will remain in a pending status until there is a formal response answering specific questions from fifteen different citizen inquiry forms.
- The main post office contracts with Dairy Mart. It is a Dairy Mart employee, not a U.S Postal employee that interacts with the public. The service should be similar to that of a U.S Post Office.
- The U.S government and Post Office does not acknowledge the City of Coburg's 97408 zip code as separate from the City of Eugene. This has caused many issues for Coburg's residents.

8. Administrative Monthly Report

Ms. Heath announced that all projects were moving forward to the best of their ability.

The Water Project:

- The well is under construction, but will take time.
- SKADA Design is in process, but the cost will come in much higher than expected. It is still in the preliminary design discussion stage.
- Work on the East-side Premier Water Line remains under construction. Ms Heath continues to reach out to the Department of Environmental Quality (DEQ) in regards to Coburg's delayed Wetland Alienation permit that must be reviewed and approved by several state and federal agencies.

COUNCIL COMMENTS

Councilor Fox noted that there had not been any more noise complaints.

Ms. Heath replied that they had worked hard with the business owner to remind them.

Councilor Lehmann added that a noise citation was issued, but dismissed and a \$500 fine was issued.

Ms. Heath reminded the Council that as temperatures rise, OSHA laws trump Coburg’s work ordinances. As a health precaution, shifts can be altered to allow for employees to work earlier shifts. Work can begin at 5:00 a.m. and end earlier in the day.

Mayor Bell stated they had not received any complaints regarding noxious smells.

Ms Heath added that they had not received any complaints from the industrial zone.

Ms. Smith announced that the first Music and Market in the Park will be held on Thursday July 12, 2023. These events will be held on Wednesdays.

UPCOMING AGENDA ITEMS

- Mural Policy Resolution
- Construction Contracts

FUTURE MEETINGS

July 18th. Park — Tree Committee

July 19th. ——— Planning Commission


July 25th. ——— Finance | Audit

August 8th. —— Next City Council Meeting

ADJOURNMENT

Mayor Bell adjourned the City Council meeting at 7:11 p.m.

APPROVED by the City Council of the City of Coburg on this 8th day of August, 2023.



 Nancy Bell, Mayor of Coburg

ATTEST: 

 Sammy L. Egbert, City Recorder