



City of Lyons

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LYONS CITY COUNCIL WORKSHOP

April 15, 2013

OPEN MEETING 6:30 P.M.

Mayor Dan Burroughs called the Lyons City Council workshop to order at 6:30 P.M. Present were Councilors Gary Alkire, Troy Donohue and Mark Orr. City Manager Mary Mitchell and Assistant City Manager Audrey McNerney attended as staff.

Burroughs inquired as to whether there were any declarations of conflict of interest or ex-parte contact regarding the agenda items. There being none, the meeting continued.

The purpose of the workshop was to educate Councilors on reading the content of financial reports; discuss distribution of informational material through Mari-Linn School (with North Santiam School District approval); to discuss planning of an interactive Public Forum dealing with the Neighborhood Watch Program and a law enforcement levy.

- Mitchell began by explaining the format of the financial statement provided to Councilors setting forth the income received monthly and expenses incurred and expended each month. Orr expressed concern that the format was not easy to read and understand and after a lengthy discussion he stated that he would do some research on his own to determine whether the document could be simplified. When his research is completed he will bring the subject to Council for their review.
- Mitchell explained that the Cemetery Trust Fund monies are accrued for future perpetual care of the Fox Valley Cemetery. Alkire stated that he felt there was a need for a long range plan for the cemetery and suggested that this issue be addressed by the new Cemetery Commissioner when he/she is appointed.
- Mitchell expressed concern that when the cemetery lots have been sold there will be no area for expansion. Burroughs stated that he would speak to the owner of D & H Trucking who owns land adjacent to the cemetery to see if he would be willing to sell a portion of his land to the City for cemetery use.
- Mitchell stated that in the proposed budget for 2013-2014 she was changing the funding allocation of employee wages and benefits from Mitchell 70% General Fund and 30% Street Fund and McNerney 60% General Fund and 40% Street Fund to Mitchell 80% General Fund and 20% Street Fund and McNerney 70% General Fund and 30% Street Fund.
- There was discussion regarding health insurance increases, PERS and alternative pension accounts.
- McNerney stated that informational materials could be distributed through the students at Mari-Linn School but that all material had to be approved by the North Santiam School

District. Following approval, the City can provide copies to Mari-Linn School for distribution to the students in their Tuesday folders.

- Mitchell informed Council that if they wanted to move forward with putting a law enforcement levy to a vote all paperwork must be submitted by August 7, 2013.
- After discussion it was determined to schedule the public forum on Friday, June 7, 2013 at 7 P.M. with an alternative date of May 30, 2013 at 7 P.M.
- Mitchell to check for availability of Mari-Linn School Cafeteria for forum.
- Mitchell to investigate whether Councilors (elected officials) are allowed to lobby in favor of or against a political activity.
- After discussion Alkire made a motion to appoint Councilor Troy Donohue as Police and Ordinance Enforcement Commissioner. Orr seconded the motion. Voice vote. Motion carries. Councilors were encouraged to bring suggestions to Donohue with regard to what they would like discussed at the forum.
- It was suggested that the Police Commissioner open and preside over the forum, and that the Neighborhood Watch Commander Bob Culbertson , Jim Lepin and either Sheriff Tim Mueller, Sgt. Greg Klein or deputies Greg Amo or Bruce Riley attend and make presentations.
- There was a suggestion that the City supply cookies, punch and water for the forum.
- Council suggested that information regarding the subject and date of the forum be included in the City Newsletter (more than once), posted on the City reader board; posted on the City Website, articles published in the local newspapers (Canyon Weekly, Stayton Mail, Independent Press), and that information be sent home with students on May 20th and June 3rd.
- Donohue suggested that the students be challenged either with an art project or an essay contest setting forth “what the police department means to us.”
- After discussion, Donohue made a motion that the City put a 4 year law enforcement levy at \$30,000 annually to a vote in the November, 2013 election. Orr seconded the motion. Voice vote. Motion carries.
- There was a suggestion that street signs advertising the proposed law enforcement levy be purchased and placed prominently around the City.
- Donohue suggested that flyers advertising the forum be prepared and distributed at the City Wide Clean Up and after discussion he made a motion that any excess funds raised at the City Wide Clean Up be utilized toward promoting and advertising the forum and the law enforcement levy. Orr seconded the motion. Voice vote. Motion carries.
- It was determined that flyers regarding the forum be distributed the week prior to the forum. Mitchell suggested that Mari-Linn student volunteers could distribute the flyers throughout the City and that each Councilor could chaperone a number of kids (not one Councilor with one child) utilizing area maps which Mitchell had previously prepared.
- In order to get the business community behind the forum and the law enforcement levy Councilors will talk to area businesses as follows:
 - Orr –Lyons Market and STR
 - Donohue – Corner Market; Mehama True Value and the Red Barn.
 - Burroughs and Alkire –Your Country Kitchen (Little Beaver).
- Mitchell to prepare brief summary setting forth the statistics of current and past crimes and the cost to property owners if a law enforcement levy was to be passed. A copy of

- this summary should also be provided to the Library to be posted and available as a handout.
- Mitchell asked who would be available to assist with the City Wide Clean Up on May 18, 2013. Alkire, Burroughs, Donohue and Orr all stated that they would be available.

The Workshop adjourned at 9:30 P.M.

Audrey McNerney
Assistant City Manager