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## **MINUTES LYONS CITY COUNCIL/PLANNING COMMISSION JOINT MEETING JANUARY 11, 2011**

### **OPEN MEETING 6:00 P.M.**

The Lyons City Council Meeting was called to order by the Councilor Mike Lucas. Present were current Mayor Doug Morgan, Troy Donohue, Lon Conner and Dan Burroughs. City Staff in attendance were City Manager Mary Mitchell and Assistant City Manager Audrey McNerney.

**GUESTS.** George L. Geddes, Leanne M. Lail, Ed Jones, Kim Hunn, Steve Baldwin, Darren Cross, Dale Morgan, Julie Morgan and Ron Adams.

Lucas asked that all stand for the Pledge of Allegiance. He then 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.

**Gavel Presentation.** Lucas stated that he had assumed the position of Mayor of Lyons when Mike Rolow resigned and had enjoyed serving the City as its Mayor. He said that when he felt it was a good time to change he asked each of the Council members whether they would be interested in serving as Mayor. Morgan told Lucas that he would be willing to serve on the condition that Lucas would agree to remain as a Council member, which Lucas was happy to do. Lucas asked Morgan to stand and symbolically presented him with the gavel. The plate on the gavel reads "City of Lyons, Mayor Doug Morgan, Honor and Integrity". Lucas said that he is sure that Morgan will live up to that motto and that having Morgan as Mayor of Lyons is and will be of benefit to the community. Morgan accepted the gavel, thanked Lucas for his presentation and stated that it is an honor to serve in this capacity.

**Selection of Mayor Pro Tem.** Morgan stated that it would be his privilege to accept a motion to appoint Lon Conner as Mayor Pro Tem. Lucas so moved and Burroughs seconded the motion. Voice vote. Motion carries.

**Interview of Planning Commission Applicants.** Mitchell informed Council that Planning Commissioner Cheri Dora had resigned today, making 4 open positions on the Planning Commission instead of 3. The applicants, Steve Baldwin, Darren Cross, Kimberly Hunn, Ed Jones and Leanne Lail were each interviewed separately and each gave a brief summary of their background in community service and volunteer work. Each responded to interview questions from the Council members after

which they left the Council chambers. Upon completion of the interviews Council discussed the qualifications of each applicant and cast votes by written ballot. After the ballots were completed they were collected by Staff and tallied.

**Selection of Planning Commissioners and Swearing in of New Commissioners.** The results of the vote tally were turned over to Morgan, the applicants were invited to return to the meeting room and he announced that Darren Cross, Kimberly Hunn, Ed Jones and Leanne Lail had been elected to act as Planning Commissioners on the Lyons Planning Commission. Each took the Oath of Office which was administered by Mitchell and drew for positions. The results of the draw are as follows:

Darren Cross – Position #1 – Term 1 year – Expires December 31, 2011.

Leanne Lail – Position #2 - Term 2 years – Expires December 31, 2012.

Kim Hunn – Position #3 – Term 2 years with one year remaining (replacing Cheri Doran) - Expires December 31, 2011.

Ed Jones – Position #4 – Term 3 years – Expires December 31, 2013

Clastine Ritchie will continue in Position #5 - Term 3 years – Expires December 31, 2011.

**Appointment of Planning Commission Chair and Chair Pro Tem.** Jones made a motion to appoint Clastine Ritchie as Chairperson of the Planning Commission. Hunn seconded the motion. Voice vote. Motion carries. Hunn made a motion to appoint Ed Jones as Chair Pro Tem of the Planning Commission. Ritchie seconded the motion. Voice vote. Motion carries.

**Public Comments to Council and Commission.** Morgan asked if the public present at the meeting had any questions or comments for Council or Planning Commission members. There being none the meeting continued.

**Minutes – 12/21/10 Planning Commission Meeting.** Jones made a motion to approve the Minutes of the December 21, 2010 Planning Commission Meeting. Ritchie seconded the motion. Voice vote. Motion carries.

#### **CONSENT AGENDA.**

Lucas made a motion to accept the Consent Agenda which includes the Minutes of the December 31, 2010 Special City Council Meeting (Executive Session) and the minutes of the January 5, 2011 Special City Council meeting. Conner seconded the motion. Voice vote. Motion carries.

#### **OLD BUSINESS & UPDATES.**

**Kim Hunn – Presentation and Review of Survey Findings.** Hunn provided a copy of the complete survey results to Morgan and distributed a summary of the results of the questions which could be answered by selecting an answer in a group of categories numbered from 1 to 5. She stated that the

written responses were contained in the larger document which could not be easily summarized. She reviewed the summary and after discussion Mitchell asked Hunn if she could make a Power Point presentation to Council at the January 25, 2011 City Council Meeting. Hunn stated that she could make such a presentation which will be scheduled for that meeting. Morgan thanked Hunn for an excellent job and presentation.

### **NEW BUSINESS.**

**Designation of Council Commissionerships & Liaison Assignments.** Morgan stated that he had decided to ask each Council member to be a Commissioner and each Planning Commissioner to be a Liaison. Each Liaison will be under a Council member. He distributed a list of proposed commissionerships as follows:

Building Improvements Commissioner – Troy Donohue  
Cemetery Commissioner – Mike Lucas  
Parks and Recreation Commissioner – Doug Morgan  
Library Commissioner – Lon Conner  
Transportation Commissioner – Dan Burroughs

Morgan stated that he wanted to divide the Lyons-Mehama Water District/Lyons Rural Fire District liaison positions so that one person would not be required to attend two meetings. He went on to state that:

- (a) Lyons Rural Fire District Liaison would be under Building Improvements Commissioner;
- (b) Linn County Sheriff's Dept. Liaison would be under Cemetery Commissioner;
- (c) North Santiam School District Liaison would be under Parks and Recreation Commissioner;
- (d) Community Relations Liaison would be under Library Commissioner; and
- (e) Lyons Mehama Water District Liaison would be under Transportation Commissioner.

He said that if these designations met with the approval of the Council members he would present his appointment to each Liaison position at the January 25<sup>th</sup> City Council meeting.

**Ethics Workshop for Councilors & Commissioners – January 22<sup>nd</sup>, 9:30-11:30am City Hall Meeting Room.** Morgan stated that the City had received a wonderful opportunity to host an Ethics Workshop. Don Crabtree, a resident of Mehama, who had been a member of the Government Standards and Practices Commission for the past 10 years and who has now retired from that position, has offered to present an Ethics Workshop for the City employees, Council and Planning Commission members. Crabtree offered to present this workshop free of charge and would only request that we critique his presentation. This represents a savings to the City of approximately \$750 - \$1,000. Morgan advised that the Workshop has been scheduled for January 22, 2011 from 9:30 to 11:30am in the City Hall Meeting Room. He asked that those who intend to participate in the Workshop contact Mitchell so that she will know how many attendees to prepare for.

**Additional Public Comments – Limited to Agenda & Discussion Items.** Morgan announced that this portion of the meeting was for additional public comments. Ron Adams stated that he had observed

everything he wanted to see and said that he appreciated the offer regarding the Ethics Workshop since he knew Mr. Crabtree personally and that he (Crabtree) "is a very good man." Mr. Geddes commented on the quality of people who had applied for the positions on the Planning Commission. He went on to state that he had been on the Planning Commission in Silverton and discussed his experiences in that position.

**Council Availability for January Meeting – January 25, 2011.** Donohue, Burroughs, Conner, Morgan and Lucas all stated that they would be available for the January 25<sup>th</sup> meeting. Mitchell suggested inviting the members of the Planning Commission to attend the meeting so that they could also get the full benefit of the Survey results Power Point presentation. Morgan commented that he would also be announcing the appointments to the various Liaison positions at that meeting.

There was discussion regarding whether the Council and Planning Commission meetings could be held on a night other than Tuesday. Mitchell stated that the meetings do not have to be on a Tuesday night if there is a night that works better for the Council and Planning Commission members. She also stated that if there is some specific reason that a particular meeting night is not convenient it can be changed

There being no further business to come before Council, Burroughs made a motion to adjourn. Conner seconded the motion. Voice vote. Meeting adjourned at 7:45pm.

Audrey McNeerney  
Assistant City Manager