



City of Lyons

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MINUTES LYONS CITY COUNCIL PLANNING COMMISSION JOINT MEETING/HEARING June 15, 2011

OPEN MEETING 6:00 P.M.

The meeting was called to order by Mayor Doug Morgan. Present were City Councilors Troy Donohue and Dan Burroughs. Councilors Lon Conner and Mike Lucas were excused. Also present were Planning Commissioners Ed Jones, Darren Cross and Leanne Lail. Planning Commissioners Clastine Ritchie and Kim Hunn were excused. City Staff in attendance were City Manager Mary Mitchell and Assistant City Manager Audrey McNerney.

Mayor Morgan 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

GUESTS. Mike Medley and Allison McKenzie representing NSCEDC and GROW, Christian Steinbrecher of Ukiah Engineering and Jim Schuette, Lyons' City Engineer.

OPEN HEARING.

1. **Mike Medley – Grant for GROW Program.** Medley stated that he and McKenzie were at the meeting to request that the City of Lyons apply for a grant from the Oregon Business Development Department Infrastructure Finance Authority and the United States Department of Housing and Urban Development to provide free training to small entrepreneurs, people who have microenterprises and people who have existing businesses throughout the communities. One of the requirements for the grant is that there be a public meeting/hearing held to allow responses to any questions which any member of the public may have. Medley said that he would be happy to entertain any such questions. There were none.

At Medley's request Mayor Morgan asked if there were any questions or comments about housing in the Lyons community. There were none.

McKenzie thanked Council for authorizing the grant application so that the classes can be offered to people in the community.

Morgan commented that the City was very pleased by the success evidenced by the number of businesses and individuals who were helped by the grant funding for the first program. He said that because of that fact the City is happy to enter into this partnership again. Medley expressed his appreciation.

CLOSE HEARING.

2. Christian Steinbrecher – Storm Water Drainage Plan Presentation. Draft copies of the Storm Drainage Report prepared by Ukiah Engineering had previously been distributed to Staff and Council and Steinbrecher stated that all of their comments and suggestions had been incorporated into the final report. Steinbrecher gave a power point presentation of the final draft of Storm Drainage Report prepared by Ukiah Engineering. He explained the work that had been done in connection with the preparation of the report. Ukiah Engineering identified the major issues with the current infrastructure. They reviewed the existing problems and designed recommendations for their improvement. From those recommendations they designed budgets and priorities.

The characteristics of the City that were considered were size, location, climate (amount of rainfall) and more importantly the topography. They determined where the basins were and where the water runs. They also looked at land use, soil and vegetation and watersheds. Steinbrecher went over the recommendations set forth in the report regarding drainage planning, flood risk planning, capital improvements, detention facilities, a review of best management practices, surface water considerations and long range strategic objectives. He also reviewed the proposed Capital Improvement Plan and cost estimates. Steinbrecher commented that the City has to decide what the next step is. Once that decision has been made the City can determine the costs and how to secure funding.

Morgan stated that the process has been informative and advised Steinbrecher that the City appreciated the work and effort that had been put forth in the preparation of the report.

Jones commented that North Santiam Watershed representatives have recently done considerable work in the areas of the local creeks such as Trask Creek. They have worked with landowners to accomplish their goals. He suggested that the City work with the Watershed representatives so that their work is not unknowingly undone. Jones said that he had toured the area and the work is quite extensive and makes a great deal of difference in these creeks.

Cross stated that he had been a member of the North Santiam Watershed Council for the past 5 years and there were items (#s 3, 11 and 13) in the report that the Watershed Council could help the City accomplish and perhaps help with the funding. Cross said that he knew they were interested because he spoke to them at their last meeting and they are ready to help.

Morgan said that this was one of the reasons that it was necessary to have this report prepared. He went on to state that there are already ideas being set forth to accomplish some of the goals.

CONSENT AGENDA.

3. Burroughs made a motion to accept the Consent Agenda – Resolution #441 Adoption of Storm Water Drainage Plan. Donohue seconded the motion. Voice vote. Motion carries.

Jim Schuette, the City Engineer, stated that the City should look at deferred maintenance issues since that could be the quickest, best and least expensive way to solve some of the existing problems. He suggested hiring a vacuum truck to clean out some of the dry wells. He also suggested a cleaning truck to run through the culverts. Donohue said that some of the vacuum trucks were set up with power cutters on the front of them to cut through roots and clean out pipes. Mitchell said that she had hired the vacuum truck approximately 6 months ago to clean out the dry wells. Schuette commented that dry wells, if they are not built right or if they have a deep sump in them, will collect dirt, sand and rocks which will plug them up. He said that once they are plugged they may have to be dug out. Mitchell asked how they could dig out the dry wells if they are under pavement. Burroughs said that the pavement would have to be cut. Schuette said that at that point old pipe could be removed and replaced. There was discussion as to how to accomplish this.

Mitchell said that she had looked at some potential grants today which require that the street in question has to be under the jurisdiction and control of the City and the City's primary streets are either County or State roadways. This would work well for the City owned streets but the primary problems are not within the City's jurisdiction. Schuette said that he and Mitchell should look at the possibility of applying for a grant since there may be a City street or streets which would qualify. Mitchell said that the amount of the grant was up to \$50,000. Schuette said that it might cost a few hundred dollars of his time to put a grant application together but the odds of obtaining the grant were as good as anyone else's. He said that he would work with Mitchell in this regard.

Morgan said that one of the issues that had been raised was deferred maintenance and the City needs to plan to carry out at least some of the deferred maintenance. Schuette said that he usually likes to divide a town into zones and then figure out the cost of working in each zone. Zones could be done on a rotating basis. Schuette said that taking into consideration the size of Lyons, the City should be able to cover quite a bit of the town in one year.

Mitchell said that over the past few years she has been regularly scheduling dry well cleaning. However, she said that after many years in which there had been no maintenance, major work on them will probably be the only answer. Schuette said that there were insufficient funds in the Street Fund to address all of the issues. Mitchell commented that obtaining grant funding was the best way to address these issues. Schuette said that in today's economy grant funding was difficult to obtain. Morgan stated that until this Storm Drainage Report was prepared the City had been unable to secure grant funding for these areas. Mitchell said that ODOT had advised her that until the City could get the drainage problems fixed, they would not approve additional funding for these areas. Now that the City has a Storm Drainage Plan ODOT funding (to fix some of the standing water problems on 5th Street and on Main Street) may be available. Schuette commented that many of the ODOT grants are tied to the Federal Highway Administration which requires storm water plans. He said that he felt that Ukiah had done a good job on

the report. Mitchell said that she would forward digital copies of the maps set forth in the report to Schuette.

There being no further business to come before Council the meeting adjourned at 6:30 pm.

Audrey McNerney
Assistant City Manager