



CITY OF LYONS

PHONE: (503)859-2167
FAX: (503)859-5167

449 5TH STREET
LYONS, OREGON 97358

CITY COUNCIL MEETING MINUTES

October 27, 2015

Present: Mayor Troy Donohue, Pro Tem Jessica Ritchie, Councilors: Mark Orr, Lloyd Valentine, Mike Wagner, Librarian Brenda Harris, Public Works Richard Berkey, City Recorder Micki Valentine, & Attorney Steve Tabor

Public Present: Ryan Underwood, Heather Underwood, Barbara Orr, Candi Hampton, Sara Trott, Jerry Tabler, Larry & Pam Brown, Robert House, & Ken Cartwright-videographer, Steve Baldwin (arrives during the meeting)

Opened w/pledge @ 6:30pm by Mayor Troy Donohue

Conflict of Interest/Ex-parte – none

Public Comment – Ryan Underwood, Capital Growers, speaks about his business on Apple Loop. His business is authorized through the State's OMMP (Oregon Medical Marijuana Program). The location is good for them, it will prevent dispensary within city limits. Program is regulated by the State. He sought information from law enforcement when researching a suitable location. It will provide more jobs for the area.

Consent Agenda

Mike motioned to accept the consent agenda which includes the minutes & bills – Mark second – motion carried with all in favor.

Liaison Report

- Sergeant Greg Klein provided a written monthly report. He will be attending council meetings on a quarterly basis.
- Steve Baldwin, Schools liaison, not present. Mike reports that Stayton High School has a play-off game against Gladstone.

Unfinished Business

- Business Licenses – Examples of other city's ordinances provided. Discussed previous business license that is no longer in effect. The simplest thing to do would be to institute the business license. It would only require an ordinance and not require an election. Attorney Tabor says an ordinance would put a moratorium on until election. Land use codes could also be reviewed and changed as needed. Troy tables the issue to a Special meeting on November 5th, to gather more information and provide more time for discussion. Attorney Steve Tabor agrees to attend the special meeting. (*Attorney Steve Tabor leaves the meeting.*)
- Roadside Spraying Quote – Discussed the two quotes, Valley Green & CHRI Inc. Mark motions to call them back to get a clearer understanding if both companies will be doing

the same thing then go with best financial cost – Jessica seconds – carried with all in favor.

- Employee Handbook – Changes to include zero tolerance for drug policy & make other recommended changes. Letter from physician to return to work after three days. Mark motion to adopt the Employee Handbook changes to include zero tolerance drug policy and require a physician's note after three days of sick leave – Lloyd seconds – carried with all in favor. Jury Duty: Mike motions to adopt the jury duty policy with changes – not paid, can use accrued vacation days – Lloyd seconds – carried with all in favor.
- Surplus Property – Discussed keeping some of the posts for various projects such as the fence at the cemetery. A portion of it is not fenced – need to obtain a quote. Council agreed to sell remainder of the posts in one lot at half the cost. The firewood can be given free to the public on a first come basis.
- Fireworks – discussed, Mike motioned to table – Lloyd 2nd – carried with all in favor.
- Charter Review – Troy explained that he would like to be sure we are staying current with the charter. There is no provision for removing another council member. There is a conduct policy however no removal process. Municipal judge can be left in the charter. Mike motioned to table – Mark second – carried with all in favor.
- WaveCable Franchise – Troy would like to see if Comcast would be interested in also serving our area. Comparison chart provided of other cities percentages in our area.
Tabled

New Business

- Catch Basin Quote – C-more Pipe submitted a quote which was reviewed. Other companies contacted however they do not provide services to Lyons. Mike motion to approve with stipulation that the cost not exceed quoted amount – Mark second – carried with all in favor. Also find out the cost for debris removal and water decanting.
- Library Lighting – The initial quote from Pacific Coast Electric was to replace with fluorescent fixtures for \$860. We have asked for a quote for just the sockets & bulbs, waiting for response. Waiting for an energy audit report. Jessica motion to table – Lloyd second – motion carried with all in favor.

Staff Report

- Public Works – waiting on street signs to come in, stop sign replaced, located & marked catch basins to identify those that need cleaned out for quote, waiting on additional parts to install slide, moving water dispensary from City Hall to Library.
- Cemetery – researched possibility of obtaining more property for the cemetery. The surrounding landowners are not interested in releasing any property.
- Library – waiting on lighting quotes, trying LED bulbs, selected a candidate for Assistant Librarian, attended library board work session – air conditioning is a priority.
- Office – one new residence to be built on Juniper – garage in progress, tracking public contact, continue to sort and organize records, audit is in progress, worked on fee policy and business license ordinance.
- Safety Meetings – The halon extinguisher at City Hall was replaced with an ABC extinguisher. Continuing to work on the lighting at the library. CPR/First Aid cards were presented to employees Richard Berkey & Brenda Harris. Sherry Stufflebeem also completed training & will receive her card. For this month's safety meeting we did a walk-through of the City shop. Some things noted were: ladder near stairs needs to be moved and secured properly, need a no entry sign & chain for stairs, needs some

housekeeping, first aid kit needs to be replaced, loft looks fairly new. There is concern regarding the loft and whether it was certified and properly marked for weight load. It is marked with weight limitation. There is a railing and toe kick.

- Training – Attended Supervisor Training 101 which was part one of a three part series. Attended the Regional Planning Workshop for Small Cities. Focus was primarily on the planning process and they gave an update on the CARTS program.
- An events survey was placed on our Facebook page. Few responded so far. All interested in some type of fair. One interested in a parade. One interested in a holiday lighting contest.
- Council was in favor of a Holiday Lighting Contest. Troy recommended a trophy be awarded for People's Choice. The community would make the choice.

Library Report

Troy announces that Sara Trott is being recommended for the Assistant Librarian position. Mark motions to hire – Lloyd seconds – motion carried with all in favor.

Commissioners Report

Mark reports that Sheriff Klein has provided his monthly report. He missed the Neighborhood Watch meeting. Mark offers to assist Troy with his commissionership if needed. There were no other commissioner reports.

Brenda requests Veterans Day off – deferred to City Recorder. Brenda reports that the flags will need to be placed at the cemetery for Veterans Day and requests volunteer help. A notice will be placed on the readerboard.

Councilor Requests/Future Agenda Requests/Announcements

- Need to narrow costs for cemetery for next year's budget
- A key was found that may be the key for the gate on Trask Road, however it doesn't appear to be the correct one. Owners have changed so there may be a new key. Need to obtain the right one.
- Mark asked about a cell phone for emergencies for the City Recorder.
- Donation to Fire District was tabled

Library Report

Brenda provides the library report. Food for Fines will be starting in November 17 through December 5th. Performer Red Yarn will be here at City Hall on November 3rd, which is free and provided through CCRLS.

Public Comments

Jerry Tabler addresses council concerning the Business License and Marijuana issue. He thinks it will be a waste of money to take it to an election but he is opposed to having marijuana facilities within the city limits. He supports the business license.

Steve Baldwin comments that he doesn't believe a marijuana grow operation is allowed in the limited industrial zone. Agriculture or nursery is not specified. It is not listed as an outright use or conditional. Mr. Underwood says marijuana is not an agricultural product – it is medical. Discussion will resume at the November 5th meeting.

Adjourned 8:50 pm

Transcribed by Micki Valentine, City Recorder 