



CITY OF LYONS

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449 5TH STREET
LYONS, OREGON 97358

CITY COUNCIL MEETING MINUTES
January 26, 2016

Amended

Present: Pro Tem Jessica Ritchie, Councilors: Lloyd Valentine, Mike Wagner, Public Works Richard Berkey, Librarian Brenda Harris, & City Recorder Micki Valentine

Absent: Mayor Troy Donohue, Councilor Mark Orr (*As noted and approved February 23, 2016 regular council meeting he is excused due to work schedule.*)

Public Present: Steve Baldwin, Larry & Pamela Brown, Dave DeLapp, Jim Purvis, Newell Robison, Candice Hampton, Barbara Orr, Videographer Ken Cartwright

Opened w/pledge @ 6:30pm by Pro Tem Jessica Ritchie, Jessica excuses Troy for absence due to medical issue. Mark – unknown why he's not present, may be running late.

Conflict of Interest/Ex-parte/Bias: Not called for and none declared.

Presentation: None

Agenda Additions: Jessica adds CARTS to the agenda under Correspondence.

Consent Agenda

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

Liaison Report

- Sergeant Kline is not present however he said he would attend. His report is provided.
- No report from school liaison. Mike reports that the school district will have a public forum at Mari-Linn on February 9th at 6pm. They will give an update on the bond progress. He requests that it be posted on the readerboard.

Unfinished Business

- Business License Application – The application and letter have been updated with the removal of any reference to the property owner. *Lloyd motioned to accept the revised business license – Mike second – carried. Motion carried with all in favor.*
- Assistant City Recorder Job Description – the duties listed are the things the assistant may be asked to do. Jessica asks if both the recorder and assistant will be paid to attend city council meetings. Micki responds that the assistant will not normally attend but it's on the list to substitute for the recorder when she is not able to attend. Mike points out the ambulatory abilities requirement. He suggests this be reviewed to ensure it doesn't violate equal opportunity laws.
- Budget Calendar – Budget calendar is reviewed. *Mike motioned to approve – Lloyd second – motion carried with all in favor.*

- Resolution #514 Marijuana Ban Election Review – The earliest that we can submit the ballot to the county is July 22nd. Working with attorney to be sure it is worded correctly, still waiting on response. Tabled.
- Catch Basin Recommendation – We received C-More Pipe’s recommendations for improving storm drainage and catch basins. We will need quotes to make the changes. Tabled
- Cemetery Headstones – After consulting with attorney, insurance, other cemetery manager, and Lyons/Fox Valley Cemetery code it is determined that the headstones are the responsibility of the plot owner. The City should notify the plot owner of any damage to the headstone. It would be up to the plot owner to make the repair if they choose to do so. The City may choose to make the repair or restore the headstone however we would need the approval of the plot owner. Any liability issues, including injury due to a falling headstone is, covered by our insurance.
- Ordinance G 1-2016 Amending Cemetery Code – As a result of the cemetery inspection by the Oregon Cemetery Board, the cemetery code needs to be amended to include verbiage referring 2.25.140 Right to make corrections to 2.25.145 Disinterments. This will meet their requirements to obtain authorization to make corrections. *Mike motioned to adopt the ordinance amendment as presented – Lloyd second – motion carried with all in favor.*
- Local Government Investment Pool (LGIP) – Mike requests the annual yield for the past five years – tabled.

New Business

- Streets and crack-sealing – the list of streets are reviewed. Too early in the year to do. Quotes will need to be obtained.
- Home Occupations – Micki received a complaint concerning a person repairing cars in a residential area. In reviewing the Home Occupations code – there is no violation of the code. There is no store front, it is not obvious from the street, and they are using an accessory building, all of which is allowed. In reference to the business license – Home Occupations are defined separately from Business – this would exclude home occupations from the business license requirement.

Staff Report

- Public Works – Micki reported on the progress of catch basins, monitoring flooding, beavers, trees. One tree was cut down – leaning into power poles. T-posts were sold for \$970.00.
- Cemetery – There is a discrepancy in plots at the cemetery. A headstone was placed in the wrong location and will be moved. It was incorrectly marked due to an extra plot not on map, we will cover expense to move.
- Library – Attended library board meeting and Sara attended – she is doing well. We received a quote to install a security alarm system at the library. The chairlift was inspected. *(Copy of inspection sheet provided to council.)* Bo Lindemann inspected the chairlift, as well as, the shop to see if there were any liability issues. He found no liability issues with the chairlift and was impressed with Brenda’s procedure of assisting users of the lift. His only recommendation was to install a screen where the paint cans are stored at the shop.

- Office – Received a request to replace a single-wide mobile with a double-wide. Didn't find anything that would prevent them from doing so. Hardship not found. Researching election process for Marijuana Ban - will bring this to next meeting.
- Safety Meetings – Held a staff meeting which included the quarterly safety meeting, minutes are included. Discussed chain-of-command. Staff will take online OSHA class before the next quarterly meeting.
- Training – Attended municipal budget construction class. Upcoming training includes TMDL, budget workshop, and CIS Conference in Salem.
- Question about the sheriff's report concerning "Extra Patrol" hours. This should not be additional cost to us. We pay the bill once a year.

Library Report

- Brenda provides her report. Provided statistics. The performers have been scheduled for the summer reading program. Brenda is looking at three grants that are available for libraries.

Commissioners Report

- Transportation & Parks – none
- Police – none
- Safety & Cemetery – none
- Library – none
- Building & Planning – none

Correspondence

- SCTC letter informing council that the videographer will no longer be provided to record council meetings. It is confirmed with Ken Cartwright. He is available if we wish his service.
- Wave Broadband notice of rate increase.
- Invitation to State of the County with Marion County Commissioners on April 21, 6pm at Gates Fire Hall.
- A copy of a letter from the City of Aumsville was received concerning CARTS. The letter suggests that Salem-Keizer Transit District is considering a change to the route up the canyon, including Lyons. Council approves sending a letter with our request not to cease the route into Lyons and request we be informed of any changes. Email to council for input on letter.

Councilor Requests/Future Agenda Requests/Announcements

- Mike asks why Public Comments are at the end of the agenda rather than at the beginning. He thinks this will allow the public to make their comments and then leave if they desire to do so. Micki responds that's how it has been previously. This gives the public an opportunity to comment on topics presented during the meeting. What has happened in recent months is the person who wants to comment fills out a request and the request is given to the mayor. The mayor allows comment when the topic comes up on the agenda.
- Brenda asks Ken Cartwright the cost of his service – Ken responds, \$150 for each session.

Adjourned 7:43 pm

Transcribed by Micki Valentine, City Recorder