



# CITY OF LYONS

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

449 5<sup>TH</sup> STREET  
LYONS, OREGON 97358

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## CITY COUNCIL MEETING MINUTES

October 25, 2016

**Council Present:** Councilor Jessica Ritchie, Councilor Mark Orr, Councilor Lloyd Valentine, Councilor Mike Wagner

**Council Absent:** Mayor Troy Donahue

**Employees Present:** Richard Berkey – Public Works, Micki Valentine – City Recorder, Brenda Harris - Librarian

**Public Present:** Barbara Orr, Celeste Rush, Lt Michelle Duncan

**Opened w/pledge @ 6:40pm** by Councilor Pro-Tem Jessica Ritchie

**Conflict of Interest/Ex-parte/Bias:** Lloyd declares a conflict of interest regarding tab 5 – COLA – the minimum wage forecast.

### Consent Agenda

The report provided is bills paid September 21<sup>st</sup> – October 19<sup>th</sup>, 2016 and the minutes are from September 27<sup>th</sup>, 2016 - the regular council meeting. *Mike motions to accept the consent agenda which includes the minutes and bills – Lloyd seconds – motion carried with all in favor.*

**Presentations:** none

**Public Comment:** none

### Liaison Report

- Lt. Michelle Duncan reviews the sheriff's report. Lt. Duncan relayed message from Sgt. Klein about finding a used radar trailer. A request is made for the trailer to be put by the post office. Jessica asks if there are any other questions – none declared.

### Unfinished Business

- **Resolution 526** – Jessica reads about the library aide hours. Carol has done a report tracking the monthly usage. There was discussion about the library reports and operating system. Sara will go to training. Also discussed Stella's hours. The library has a great staff. *Mark motions to table resolution 526 – Mike seconds – motion carried with all in favor.* Discussion about doing a report for usage in 2015.
- **COLA** – Minimum Wage Forecast – Find out about PERS projections. Discussed the chart about the wage forecast. Discussion about how the 50 cent minimum wage increase should affect all employees. Wanted to know if revenue from county and franchise fees will increase enough to cover expenses. Council would like a forecast on PERS and health insurance projection. Council would like how much we bring in during a year and how much we spend. Maybe have an accountant come in to help understand the budget.

Council wants to know how much we are carrying over in funds from one year to the next and how much is actually funds are there in a year. A side by side comparison.

### **New Business**

- None

### **Library Report**

- Brenda talks about the CCRLS money and what we get to budget with and net lending. Brenda reviews the library report. Stella and Sara attended a cataloging training. There will be training at the library next month. One of the volunteers is doing a spreadsheet for the library documenting day to day what they do. They discussed doing a patron survey. Brenda talked about Food for Fines program and running it for a month instead of two weeks. Jessica and Mark are ok with a month – whatever the library board decides. There is a great staff and volunteers at the library!

### **Staff Report**

- Public Works – seasonal employee has resigned. The loft cost the city less than one hundred dollars because Freres donated the wood. An engineer has to do the plans to get a permit. The city engineer can take a look and prepare the plans and it would cost between \$600 and \$800. Discussion about loft versus storage container. Get information about a cost of container and delivery – Mike may be able to get prices. *Jessica tables discussion about loft.*
- Cemetery – The headstone has been repaired and there was one burial. Mr. Hobbensiefken is willing to wait. Micki hasn't heard back about the radar project.
- Library – waiting on the architect's report.
- Office – Micki attended the planning commission training in Salem. Carol attended the Population and UGB update in Salem. Both are viewing the League of OR Cities webinars. Micki had a compliance interview with a PERS representative and report is included. Our website host has recommended not using the AgendaFree program. The ballot box was delivered to the office. Using council packets rather than binders - feedback wanted.
- Complaints – A cougar sighting at Neal Park was reported to Sgt. Klein and Micki posted information on our website. A noise complaint about sand blasting next door but they aren't in violation of any codes. Discussion about any ordinances for noise. Cars speeding on Dogwood and requested targeted patrol from Linn County. Violation of building permit on Main St. is in Linn County's hands. Travel trailer on Main St. about someone living in it and sent letter. Traffic on 5<sup>th</sup> St. going too fast so request the speed trailer from the county. Juniper Street has two trailers on it with owner living in CA and coming up for not longer than two weeks. He is working on removing stumps and has been notified about septic systems from us and the county. He is allowed to stay there 14 days out of 30. He is working on the property as time and money allow him to do.
- Working on the new library and the cemetery land donation.
- November election coming up.
- Micki has the flyer for the Christmas lighting contest with the time line. Discussion about the time line.
- Council is interested in other possibilities for a broadband franchise other than WAVE. WAVE franchise expires in February, 2017.

**Commissioners Report**

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

**Councilor Requests/Future Agenda Requests/Announcements**

- Email this year and last year budget versus actual report to the councilors.

**Next Meeting** – Council Meeting on Nov. 22<sup>nd</sup> at 6:30 pm

Adjourned 8:40 pm

Transcribed by Carol Hendricks, Assistant City Recorder