



CITY OF LYONS

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449 5TH STREET
LYONS, OREGON 97358

CITY COUNCIL MEETING MINUTES

January 23, 2018

Council Present: Mayor Troy Donohue, Councilor Jessica Ritchie, Councilor Mark Orr, Councilor Lloyd Valentine

Council Absent: Councilor Mike Wagner

Employees Present: Micki Valentine – City Recorder, Brenda Harris – Librarian

Public Present: Sharon Durbin, Jack Stillwell, Jerry Tabler, Brian Carroll, Ned Holt, Tori Hansen

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

Conflict of Interest/Ex-parte/Bias: none

Consent Agenda

The report provided is the bills paid December 13th, 2017 – January 18th, 2018 and the minutes are from December 19th, 2017, the regular council meeting. Jessica questions the alarms and Micki explains they were smoke detectors to replace the expired ones at city hall, library, and shop. *Jessica motions to accept the consent agenda which includes the minutes and bills paid – Lloyd seconds – motion carried with all in favor – none opposed.*

Presentations/Public Comments: Jack Stillwell has information regarding emergency management. He has a pamphlet called “Know Your Neighborhood”. He expresses some concerns over Linn County providing service in case there is a disaster. Jack proposes to have a conversation with the Fire District to see if they would accept volunteers reporting to them in case of a major disaster. He has read the Linn County emergency plan and Lyons isn’t mentioned. Sharon Durbin and he are certified CERT volunteers and he would be willing to offer any expertise he has. Sharon says she thinks there are 4 CERT volunteers in the area and she would like to know what the Council would like them to do in an emergency. Mark says that people in the city are there to help like they did in the 1996 flood. Jack says that Brian Czarnik is helping Aumsville establish a CERT team and he has his contact information. He says that CERT is there to assist the emergency responders. Jack needs an official request from a suitable sponsoring agency to get it going. Troy thanks them for the information. Council directs them to check with the Fire Department.

Liaison Report

- Sheriff’s report is reviewed by Troy.

Correspondence:

- None

Unfinished Business

- Brian Carroll – Linn County Parks – The short section of trail that Council is concerned is getting water over the trail has a bridge that is not in good condition. His staff has taken a look at it and they did not construct the bridge and it wasn't built to their standards. It is on Linn County property. It will take permits to fix the bridge since it is in a wetland. During the winter, the low spot on the trails floods that makes it inaccessible depending on water levels. He addresses the beaver dams and the culvert which is a water bypass for the beaver dam. The bypass was damaged by someone and they have repaired it. Their experience is that if they remove the beaver dams the beavers rebuild quickly and make it higher and stronger. He thinks they can address the trail flooding in the summer but they need to make sure of the permit process to allow them to do so. ODFW says that it is prime beaver habitat. The trapper has gotten some of the beavers and muskrats. Brian believes the flooding on the neighbor's property has been taken care of with the bypass. Troy asks about the water getting near 13th Street. Brian has to work with the Natural Resource Agencies to know what they are permitted to do. Jessica would like the permit process and planning to start now since it can take a while. Brian will check with agencies and says it is not in their budget. Jessica asks for an update in 2 months and council concurs – Brian will provide an update. Mark asks about taking care of the beavers and Brian asks if community is okay with the trapper coming in to shoot the beavers. There have been complaints previously about the trapper. Council says the community can come to Council meeting if they have complaints. Council would like a happy medium with the beavers. Brian will talk with the trapper, ODFW, and the Division of State Lands. Council thanks him.
- Cemetery – Adjust Fee, Rules – Micki explains about cost of full burial and cremation plots. Council discusses costs of plots and about how many cremains are allowed in the full burial sites. Tori Hansen asks about why there are only 3 cremains allowed in full burial spots. Council will look into how many cremains to allow in burial sites and pricing.
- Audit Approval – There was an adjustment that was done. Micki reviews audit report with Council. She asks for any questions. *Jessica motions to approve the audit for 2017/2018 – Lloyd seconds – carried with Troy, Jessica and Lloyd in favor. Motion carried.* Mark abstained from voting due to not receiving his audit report until tonight.
- Appoint/Re-Appoint Budget Committee Members – Troy thanks Ned Holt and returning member Jerry Tabler. Troy asks for any objections to Mr. Holt and Mr. Tabler for budget committee – none. Mark and Jessica welcome them. Troy says that Sharon Durbin would like to continue to be part of the Planning Commission. *Troy asks for all in favor of appointing Ned Holt and Jerry Tabler to the Budget Committee – all in favor – none opposed. Troy asks for all those in favor of Sharon Durbin remaining on the Planning Commission – all in favor – none opposed.* Council thanks them for volunteering. Micki says that Cindy Wagner would like to serve on the Budget Committee and will submit her application. There is still one position on the Budget Committee and one on the Planning Commission open.
- Copy Machine RFQ – Council reviews the quotes and talks about going paperless. Troy asks for motion to accept copier. *Mark motions to move forward with Copiers NW and the copier they quoted – Lloyd seconds – motion carried with all in favor – none opposed.*
- Speed Zone Study – The ODOT study concluded that the speed didn't need to be lowered. We can appeal within 60 days. City Hall has received complaints. Study was

very thorough. Jessica says we could request the Sheriff's Department to watch area at certain times. Troy says consensus is that Council does not want to appeal.

New Business

- Resolution – LC Natural Hazard Mitigation Plan – Troy reads ‘A Resolution Adopting the City of Lyons Representation in the Updates to the Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan’. Jessica verifies that we will be able to receive FEMA funds in case of a disaster and that most of the action items are informational. Once approved the current plan on the website will be replaced with the updated plan. *Troy asks for a motion to accept the Resolution Adopting the City of Lyons Representation in the Updates to the Linn County Multi-Jurisdictional Natural Hazards Mitigation Plan – Jessica motions to move forward with this resolution – Lloyd seconds – motion carried with all in favor – none opposed.*
- TMDL Review – Micki reviews report that she will be submitting. The 5 year report is due this year. Troy asks for motion – *Mark motions to accept the TMDL review – Lloyd seconds – motion carried with all in favor – none opposed.*

Library Report

- Report is reviewed by Brenda and she talks about the survey. The Friends of the Library took in the donations to Value Village for the fundraiser.

Staff Report

- Public Works – Maintaining city properties and Richard is babysitting the ballot bag. The property owner came in to City Hall on the detention pond and showed the access easement for the City. The city engineer and attorney agree that we should not release the easement on the property. The city engineer believes it was the developer's property and responsibility to alleviate the flooding and the requirement should have transferred to the new owner. In future developments, the responsibility should be listed as a condition when the property is transferred to the new owner. The engineer said the City shouldn't have any responsibilities to maintain the pond and that the property owner is responsible. Council thanks Micki for her time into getting an answer. Council discusses and agrees to give the property owner the information we have so if he wants to do something he can plan to take care of it.
- Cemetery – Richard has finished placing markers and working on updating the map. The map will be updated once a year. Udell was out on the 18th and put stakes in.
- Parks – Maintaining, mowing, removing trash, and repaired the sprayer.
- Library – Purchased storage bins. Discussion about piano.
- Streets – Clearing the catch basins and monitoring the flooding.
- Office – One building permit was issued. There were three mechanical/plumbing permits issued. Juniper Street – Council would like to schedule a hearing. Troy would like to schedule it for next month. The attorney reviewed the letter sent to 1313 Main St. and was fine with the letter and it is being cleaned up. North Santiam School District Board to attend the February council meeting. PERS loss of membership email that doesn't affect us yet. The standard mileage rate increased.
- Complaints – Complaints are reviewed and letters have been sent. On Fir Street the owner plans on moving the fence so trailers will be behind the fence.

- Financial Reports – Council reviews reports. Mark asks about the ordinance enforcement amount. Micki will verify that would be any cost for maintaining properties and enforcing the ordinance. Troy asks for any questions – none.

Commissioners Report

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

Councilor Requests/Future Agenda Requests/Announcements

- A certified and regular notice will be sent out to the Juniper St. resident to attend Feb. 27th meeting.
- Jessica mentions scholarship plans.

Next Meeting – Council meeting on Feb. 27th, 2018 at 6:30 pm

Adjourned 8:30 pm

Transcribed by Carol Hendricks, Assistant City Recorder

MV