



# CITY OF LYONS

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## CITY COUNCIL MEETING MINUTES

March 27, 2018

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

**Council Absent:** none

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

**Public Present:** Erin Rodenbaugh, Mike Mischkot – CIS Representative

**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 February 21<sup>st</sup>, 2018 – March 27<sup>th</sup>, 2018, and the minutes are from February 27<sup>th</sup>, 2018, the regular council meeting. *Lloyd motions to accept the consent agenda which includes the minutes and bills paid – Jessica seconds – motion carried with all in favor – none opposed.*

### Presentations/Public Comments

The CIS Representative, Mike Mischkot, explains about GASB (Governmental Accounting Standards Board) and the financial statement reporting. GASB 75 replaces GASB 45 concerning liabilities versus expenses and how they should be recognized when retired employees are on the City's health insurance plan. The premium for the City's insurance will be higher with retired members on the plan, because insurance costs more for older individuals. That value is considered a liability and needs to be recognized in the financial reports. The actuary will figure out costs for budgeting and draft the accounting entry for the audit report. CIS will pay for it the first time. CIS will continue to provide the service in the future but the cost will be charged to the City. GASB requires it be updated every two years and price will be around \$1100. Mike asks if there is no cost this time and Mr. Mischkot confirms. He cannot see where it will cost anything this time around. Jessica asks about budgeting and Micki explains to budget the full amount every year rather than half the cost every year. Council thanks him for coming and he leaves the meeting.

### Liaison Report

- Sheriff's report is reviewed by Troy. Mark asks about graffiti found at the library and recommends using high gloss paint so it can be wiped off easily. Troy would like to request a quarterly report that shows increases and decreases in activities in the Sheriff's reports. Micki will have Carol create a report.

### Correspondence:

- Email from Allison McKenzie thanking for the support for the River Fusion festival.

- Letter from WAVE regarding another increase in rates. Mark asks if we can have another cable company provide service. Troy said we could have another company. There may be another option with another broadband company.

### **New Business**

- Resolution No. 536-2018 – A Resolution to Authorize Expenditure DLCD Grant Young Memorial Planning Assistance Grant – Troy reads resolution. *Mike motions to adopt Resolution No. 536-2018 which was previously read by the Mayor – Mark seconds – motion carried with all in favor – none opposed.*

### **Unfinished Business**

- Park Update – Micki contacted Brian Carroll (Linn Co. Parks & Rec.) for an update and he sent a letter which she reads. ODF&W would prefer to have the beaver dam bypasses installed but they don't support any trail work to be done. Brian will meet with their biologist on site to see if anything can be done to improve the trail system. Jessica would like to be notified of meeting so someone can be there. The beaver bypass will be installed this summer when water is low enough. Council discusses flooding and beavers falling trees near 13<sup>th</sup> St. Jessica requests an email to check with Brian about the trapper – if we need to call or does he call the trapper. Troy mentions about public awareness for cougars and other wildlife – be aware of surroundings.
- OR Government Ethics Commission (OGEC) Reminder – Council should have received their emails.
- Cemetery Update – The new lot adjustment is included and we are awaiting county approval. Micki is still trying to get a quote for the columbarium. A couple of headstones have been knocked over. Troy wants whoever is doing it to be prosecuted. Council discusses fencing for addition.

### **Library Report**

- Report is reviewed by Brenda. The library has received some of the surveys back and it will go to the end of March. Brenda sent in the Youth Benefit Golf Tournament Grant. She attended a workshop in Lebanon. There will be training in December. Summer reading program is coming along and fair tickets were received today. Jessica asks if library knows how many patrons live within city limits. Alyssa will be taking several workshops. The library board has been talking about resources for families to improve their reading skills. Troy thanks her.

### **Staff Report**

- Public Works – Maintaining city properties and trimming trees at the cemetery. Out-dated first aid kits were replaced.
- Cemetery – Received the updated map. Still waiting for a quote for the columbarium. Richard has been trapping moles and gophers.
- Parks – Maintaining, mowing, and removing trash. Richard filled in the trench with gravel and rock. Micki provides pictures of flooding in the park. Mark asks if it is an ODOT problem. Micki contacted ODOT and they will take a look at it but they didn't feel there was anything they could do about it. Council discusses problem at length. Jessica asks Mayor about the next step. Troy says we need to look at the damage and safety hazards it is creating – makes the park unusable. He said to have the city attorney send the State of Oregon a request to address the issue due to property damage and safety

concerns. Mark suggests we have the city attorney pursue this. Troy says to send Mr. Tabor the pictures and request his assistance sending ODOT a letter requesting they look at issue and advise how to repair the damage. Discussion about replacing the trapeze bar with a child seat on swing set at Freres Park. Mark asks if it is a safety hazard – Micki confirms. It is just replacing the bar/rings and Richard can fix it. Mark suggests fixing them before it becomes a complaint issue and council agrees.

- Library – Has had some schedule changes. Alyssa is to attend OLA Conference. Discussed graffiti already.
- Streets – Clearing the catch basins and monitoring the flooding.
- Office – Three building permits were applied for. Four mechanical/plumbing permits issued. The County is having a problem with the street name on 13<sup>th</sup>/Neal Park Rd. Election Day is May 15<sup>th</sup>. Micki sent an email to OR Dept. of Education but didn't hear back. She then contacted North Santiam School District and received an email back about how they choose students for scholarships. A new statewide transit tax will take affect July 1<sup>st</sup>. Carol participated in 2 online records training classes. Lloyd, Micki, and Mark attended the Marion Co. Commissioners Meeting in Gates. Mark was surprised how many cities were represented. The fish cooling tower was discussed – will probably be tied up in court with law suits. Mill City was awarded grant for 2 bridges. Micki attended a “planning” training. There is a meeting with Courtney from Senator Merkley's office tomorrow at City Hall. Updated the City Wide Clean-Up Day poster. Mark suggested checking about no asbestos. Micki will attend OR Public Contracting training in June. Several employees annual reviews are coming up –council budgeted a 2% increase for employees at annual review.
- Complaints – Complaints reviewed.
- Working on the budget process.
- City Wide Clean-Up Day – May 12<sup>th</sup>
- City Wide Garage Sale – August 18<sup>th</sup>
- Election Nov. 6<sup>th</sup> – several positions will be up for re-election.
- Budget Planning & Goals – Micki reviews list and Council discusses. Micki asks for comments and requests. Council discusses entry sign, library, and landscape in front of City Hall.
- Financial Reports are reviewed.

### **Commissioners Report**

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

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

- Jessica requests follow-up with the County about the park and the meeting date/time.
- Troy says to move forward with the City Park and have Mr. Tabor send a letter to ODOT.

**Next Meeting** – Council meeting on April 24<sup>th</sup>, 2018 at 6:30 pm

Adjourned 8:20 pm

Transcribed by Carol Hendricks, Assistant City Recorder

*MV*