



CITY OF LYONS

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449 5TH STREET
LYONS, OREGON 97358

CITY COUNCIL MEETING MINUTES

June 26, 2018

Council Present: Councilor Jessica Ritchie, Councilor Mike Wagner, Councilor Mark Orr, Councilor Lloyd Valentine (arrived late)

Council Absent: Mayor Troy Donohue

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

Public Present: None

Opened w/pledge @ 6:42 pm by Mayor Pro Tem Jessica Ritchie

Conflict of Interest/Ex-parte/Bias: None

Consent Agenda

The report provided is bills paid May 22nd, 2018 – June 20th, 2018 and the minutes are from May 22nd, 2018 the regular council meeting. *Mike motions to accept the consent agenda which includes the minutes and bills paid – Mark seconds – motion carried with all in favor – no nays.*

Presentations: None

Public Comment: None

Liaison Report

- Sheriff's report is reviewed. Mark asks if there was anything in the package found at the school and Jessica says it was packing material, ads, and USPS boxes taped with electrical tape. There was also a burnt book found. Micki said there is a package on the front porch of City Hall left by a homeless person with a coat and pants in it.

Correspondence

- CERT information provided.

Public Hearing

- State Revenue Sharing Hearing Res. 539-2018 & Res. 540-2018 – Jessica reads heading and they have been previously discussed. *Mike motions to accept Resolution 539-2018 – A resolution certifying the City of Lyons' eligibility to receive state shared revenues by providing the necessary municipal services – Mark seconds – carried with all in favor – no nays. Mike motions to accept Res. 540-2018 – A resolution declaring the City's election to receive state revenues – Mark seconds – carried with all in favor – no nays.*
- Resolution Adopting the Budget Res. 541-2018 – *Mike motions to accept Res. 541-2018 – A resolution adopting the budget for the fiscal year 2018-2019 – Mark seconds – carried with all in favor – no nays.*

- Ordinance Hearing – Violation Definition & Base Fee – This was recommended by the attorney to assign a designated fee to any ordinance violation that doesn't have a fee associated with it. Council discusses and wants attorney to clarify but Micki hasn't heard back from him. Council requests that city attorney attend the next council meeting to answer their questions. League of Oregon Cities may be an option for guidance on ordinances.

New Business

- League of Oregon Cities – Priorities Survey – Jessica says deadline is Aug. 3, 2018. Council discusses – *Tabled*
- Audit Agreement – Council discusses checking for new auditor but may need to use current auditor for current year.
- Back to School Donation Request – Brenda explains it is for Mari-Linn and is at the school. *Mike motions to donate \$500 for the Back to School Supplies for Mari-Linn School – Mark seconds – carried with all in favor – no nays.*

Unfinished Business

- Cemetery Tree Estimate – Council discusses estimates and removal of tree. *Mike motions to approve the R & R Tree Service bid for the oak tree removal of \$850.00 – Mark seconds – carried with all in favor – no nays.*
- Cemetery Fence Estimate – Discussion – *Mike motions to accept the Outdoor Fence bid of \$8,028.00 – Mark seconds – carried with all in favor – no nays.*
- Columbarium Quote – Discussion about rules/policies and columbarium. Council talks about rules and penalties for breaking them. Mike asks Micki to call League of OR Cities or Historical Cemetery Society and ask if they have anyone who is an expertise in the area of cemetery rules that reviews for cities and updates them. Mark asks if there are any penalties for breaking rules. Micki put flowers out for the Rhoda Family. (*Lloyd arrives to meeting.*)

Library Report

- Brenda provides the library report. Council inquires what BIB stands for and Brenda explains. Discussion about adding signs for the library. Brenda says our library sends out books every month to other libraries and earns money for that service. *Mike motions to renew Tammy McKim's term to the Library Board – Lloyd seconds – carried with all in favor – no nays.* The Summer Reading Program is going great.

Staff Report

- Public Works – Busy maintaining the city properties. Met with the tree companies at the cemetery. The library lights were checked and have been fixed. Mark asks about the tree limbs being around the cameras at the library. Discussion about the tree limb cutter being purchased and pricing. Jessica asks for a motion to purchase the pole chain saw for \$529 from Stayton Rental. *Mark motions to buy it – Mike seconds – carried with all in favor – no nays.*
- Cemetery – Headstones were up righted in time for Memorial Day. Still waiting for a quote for the columbarium. Two cremains burials. Working on the estimates for the tree and stump removal and the fencing.
- Parks – Maintaining the parks. There was some graffiti at Freres City Park that Richard took care of. Council discusses.

- Library – The computer has been purchased for \$317.49 including shipping and handling. Chemeketa set it up for the library. Have been contacted by Disney and WAVE Cable that someone downloaded a movie during closed hours. Discussion about the Wifi and preventing someone from doing it again. The library will lose the service if it keeps happening. Brenda has had a meeting with staff. Micki discusses an old complaint about library being ADA compliant and someone will be meeting with Micki and Brenda to make sure it was addressed and anything else that needs to be done. Council discusses.
- Streets – Maintaining streets and added two speed limit signs on Cedar Street. Replaced the faded Neighborhood Watch signs and changed the three population signs. Micki requested ODOT to replace the 35 mph signs and representative came into office for discussion and recommendations for moving signs.
- Office – Two building permits were applied for and 3 mechanical/plumbing permits issued. City wide Clean-Up received \$188 and was billed for \$1,441.30(last year was \$2,209.72). Flag pole - Linn County doesn't have a record of the drain field. The November election packets are ready and available at City Hall. They need to be back at City Hall by Aug. 20th. Micki is working on the 5 Year TMDL Plan. Dave Shelton from White Water signs would like to work on the new sign if council decides to pursue. Mark asks about the Stayton High School metal shop building one and perhaps the Mari Linn School children designing one. Micki worked on the fine ordinance. The water issue took a lot of staff time. Council discussed working with the water district. Micki will be on vacation July 12 – 20. Carol will fill in as she can but City Hall will be closed when she is not able to come.
- Complaints – List given to council members and reviewed.
- City Wide Garage Sales – Aug. 18th
- Mayor's BBQ – Aug. 25th
- Election – Nov. 6th

Executive Session

- City Recorder Evaluation – *Tabled*

Commissioners Report

- Transportation & Parks – none
- Safety & Cemetery – none
- Library – none
- Building & Planning – Discussion about library ADA requirements

Councilor Requests/Future Agenda Requests/Announcements

- Mark asks about going to water district meeting. Jessica is happy to go as well.

Next Meeting – Council meeting on July 24th, 2018 at 6:30 pm

Adjourned 8:55 pm

Transcribed by Carol Hendricks, Assistant City Recorder

MV