



CITY OF LYONS

PHONE: (503)859-2167
FAX: (503)859-5167
www.cityoflyons.org

449 5TH STREET
LYONS, OREGON 97358
cityoflyons@wavecable.com

CITY COUNCIL MEETING MINUTES

January 28, 2020

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

Council Absent: None

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

Public Present: Barbara Orr, Tracy Mogel, Roger Mogel, Elisa Proli, Cathy Griswold, Mark Griswold

Opened w/pledge: @ 6:30 pm by Mayor Lloyd Valentine

Additions to Agenda/Conflict of Interest/Ex-Parte/Bias: None declared

Consent Agenda: The report provided is bills paid December 18th, 2019 – January 28th, 2020 and the minutes are from December 17th, 2019. *Jessica motions to accept the consent agenda which includes the minutes and bills paid. Jessica noted that date should be 2020 not 2019 – Mike seconds with correction noted – motion carried with all in favor – none opposed.*

Public Comment: None

Library Board Appointment: Brenda says the library board recommends appointing Cathy Griswold to the vacant position. *Mike motions to appoint Cathy Griswold to fill the vacancy on the library board – Troy seconds – motion carried with all in favor – none opposed.* Council thanks Cathy and she leaves the meeting.

Liaison Report: Sheriff's Report is reviewed by Council. Jessica asks about the RV staying for a few days and Mike comments that there are problems with getting RVs towed. Mark asks about an ordinance and there is a no camping policy. Jessica questions about the units responding on W. Main Street and the response she received from her call. She also asks about the person with the DUII in the report. Citizen came into City Hall and was concerned with not enough police presence in town. Council discusses the Sheriff's Contract Hours. Jessica is not in favor of adding hours unless we can get more patrols. Troy said it needs to go to a bond levy and citizens would have to vote since it would be expensive. *Troy motions to table – Mike seconds – motion carried with all in favor – none opposed.*

Correspondence

- WAVE Rate Increase – Letter from WAVE saying they are increasing rates again. Council discusses getting another cable provider.

- Sustainable Shopping Initiative Flyer – Flyer about the plastic bag ban. A business owner came in questioning the ban and was informed the City doesn't enforce it. Linn County is responsible for enforcement.

Public Hearing: Ordinance P10-67-2020 – Accessory Dwelling Amendment – Micki reads the staff report explaining the amendments. Oregon Legislature adopted House Bill 2001 and off-street parking is no longer required for an accessory dwelling unit. Off-street parking will continue to be allowed. ADUs will be allowed on all levels of the residence. Mayor Lloyd opens the public hearing at 6:56pm for the Amendment to Accessory Dwelling Units Code. Micki previously read the basics of what the ordinance will do. Lloyd asks for public testimony in favor of the proposal – none. Lloyd asks for public testimony opposed to the proposal – none. Lloyd asks for any questions from the public and City Counsel – a citizen asks about having an ADU on their property. Their property is not within the city limits and are referred to Linn County. Lloyd closes the public hearing at 7:04pm. Staff recommends that Council adopt the ordinance. *Lloyd asks for a motion to adopt the housekeeping amendment, Ordinance P10-67-2020 which amends the ADU Section 18.30.045 of the Lyons Zoning Code to bring the City's code into compliance with HB 2001 - Mike motions to adopt the amendment as stated by Lloyd – Mark seconds – motion carried with all in favor – none opposed.*

New Business

- PERS Actuarial Report – Micki reviews the PERS report with Council.
- Budget Preparation – Micki would like Council's input. She provided payroll information – Council discusses – consensus is to continue 2% increase.
- 2018-19 Audit Report – Report was submitted to state on December 31, 2019 and audit was fine. Nothing needed adjusting and Council doesn't have any questions.
- Audit RFP- Micki would like to send out a Request for Proposal (RFP) for a full audit/review. *Mike motions to move forward with putting out an audit RFP to test the waters on what is available as has been prepared by Micki – Mark seconds – motion carried with all in favor – none opposed.*

Unfinished Business

- Welcome Sign Update – Micki has an Eagle Scout that would like to help with the welcome sign. The powder coating is finished. Jessica would like to talk with the Philippi's to see if they would be willing to mount. Council discusses. *Jessica motions to pay Shiloh \$270.00 for powder coating – Mike seconds – motion carried with all in favor – none opposed.*
- Worker Injury – Employee Handbook – Micki provided injury report pages out of the Employee Handbook to show Council as requested by Mark. She will review at the safety meeting.
- Weapons – Employee Handbook – Mark asked if firearms were allowed on City property. Micki found in the employee handbook that employees are not authorized to have firearms on City property. Troy asks about private citizens – is City Hall a gun free zone? Council discusses and determines it is for the employees only, not council or the public.
- Charter: Section Title Change – Section IX Personnel – Section 9.2 “Personnel Policies and Procedures” – Micki asks to modify the section title to what the attorney had

originally proposed and to match up with what other cities are using - “Merit Systems” instead of “Personnel Policies and Procedures”. *Jessica motions to change that section title back to “Merit Systems” Section 9.2 instead of the “Personnel Policies and Procedures” – Mike seconds – motion carried with all in favor – none opposed.*

Library Report

- Brenda reads report. Several CCRLS staff members are retiring and Brenda has been there the longest. Brenda provides a library attendance report for Council. She asks Council for questions about the attendance report. She provided the CCRLS Reimbursement information for Council.

Staff Report

- Public Works – Maintaining the properties. Richard cleaned up a lot of limbs, needles, etc. from windstorms.
- Cemetery – Maintaining. One burial plot sold and sending the annual map update to Linn Co. GIS. Burial coming up this Saturday.
- Parks – Working on the picnic tables. Purchased 2 steel trash cans for replacements.
- Library – Brenda has returned to light duty work.
- Streets – ODOT cleaned the catch basins on 5th St. ODOT had street sweeper out for 5th St. Main Street was also swept. Micki has been in contact with ODOT about the sidewalk grant but since it’s a state highway we can’t apply for that grant. Contact at ODOT will talk with her superiors to find out how to get a sidewalk or way to apply for the grant. Richard looked at the Birch St. sign and Micki sent a request for replacement from Linn County.
- Office – Two building permits - remodels, no mechanical/plumbing permits were applied for. The two office computers have been replaced. The 2020 IRS mileage rate is reduced to 57.5 cents per mile.
- Flag Pole Project – We have received a rendering of what the monument may look like, grant asks for community support. The monument quote has been received – approximately \$2,000.
- Complaint List – Waiting on update for 18th Street. Chicken complaint for 5th Street and citation has been issued.
- 18th Street discussion – Council frustrated – DEQ still hasn’t gotten back to bank.
- Financial Report – 58% on budget versus actual – no concerns.

Commissioners Report

- Cemetery – Lloyd asks about budgeting for culvert, driveway, etc. – Micki confirms it is in the budget.
- Transportation & Parks – Troy says the trees are going down at Freres Park due to beavers. He heard a rumor about Linn Co. bringing in someone for the beavers.
- Safety & Police – Mark says his items were previously discussed.
- Library – Jessica had nothing to add.
- Building Improvements – Troy had nothing to add.

Councilor Requests/Future Agenda Requests/Announcements

- Mark asks about the water district's bond and Council discusses.

Next Meeting – The next Council meeting is on February 25, 2020 at 6:30pm. *Lloyd motions to adjourn the meeting – motion carried with all in favor – none opposed.*

Adjourned @ 8:25 pm

Transcribed by Carol Hendricks, Assistant City Recorder
MV