



# CITY OF LYONS

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## CITY COUNCIL MEETING MINUTES

January 26, 2021

*Due to COVID-19 restrictions meetings are being held electronically according to the Governor's Executive Order #20-16. This meeting was held In-Person and via Zoom.*

**Council Present In-Person & Zoom:** Mayor Lloyd Valentine,

**Council Present In-Person:** Councilors Troy Donohue, Mike Wagner, Jessica Ritchie, Diane Hyde

**Council Present via Zoom:**

**Council Absent:**

**Employees Present in-person:** Richard Berkey-PW, Brenda Harris-Library, City Manager Micki Valentine (in-person & Zoom)

**Public Present in-person:** Linn County Sgt. Beth Miller, LC Michelle Duncan, & LC Michael Mattingly

**Public Present via Zoom:** none

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

**Roll Call** taken

**Announcements (Additions to Agenda/Conflict of Interest/Ex-Parte/Bias):**

No additions to agenda. No conflict of interest/ex-parte/bias declared.

**Presentations:** None

**Consent Agenda:** Minutes December 22, 2020 and January 5, 2021, and bills paid December 22, 2020 – January 26, 2021. *Councilor Donohue motioned to approve consent agenda as presented – Councilor Wagner seconds – motion carried with all in favor – none opposed.*

**Public Comment:** None

**Sheriff's Report:** Sgt Beth Miller provides report. Duncan provides info regarding activity on 18<sup>th</sup> Street & Dogwood and other areas. Discussed Measure 110 decriminalization of drugs. Reported on their wildfire activities. Mattingly provides information for Neighborhood Watch and leaves pamphlets and encourages to sign-up for Linn-Benton alerts. They leave the meeting @ 7:38 pm.

**Correspondence:** none

**Public Hearing:** none

## **New Business**

- Appointments – Sharon Durbin would like to be reappointed for another three-year term on the planning commission. There is still one vacancy to fill. *Wagner motions to reappoint Sharon Durbin to the Planning Commission – Donohue seconds – All in Favor, none opposed.* Jerry Tabler would like to be reappointed to another three-year term on the budget committee. Ned Holt does not wish to remain on the budget committee. That leaves a vacancy to fill. *Wagner motions to reappoint Jerry Tabler to the Budget Committee - Ritchie seconds – All in Favor, none opposed.* The vacancies are posted on our website and the electronic readerboard.

## **Unfinished Business**

- Tree Quotes – The quotes were reviewed from R&R, Yost Tree Service, TreeZ, and Greer. R&R was selected – it is the most cost effective and meets our needs.
- Ordinance O5-2021 An Ordinance Amending Lyons Municipal Code Chapter 8.20, Nuisances, and Repealing Lyons Municipal Code Chapter 8.05, Hazardous Vegetation – Mayor Valentine read the ordinance by title then asked if any councilor wanted the ordinance read in full. No one wanted it read in full. The changes have been recommended by our attorney (*clarifying language*). As recommended, Hazardous Vegetation is moved to the Nuisance chapter. *Wagner motioned to adopt Ordinance O5-2021 – Hyde seconded – All in Favor, none opposed. Wagner, Hyde, Ritchie, Hyde, & Valentine all voted in favor.*
- Resolution 555-2021 A Resolution Amending Fox Valley Cemetery Rules and Regulations – Limiting the number of cremains placed in a niche was removed from the rules, as previously discussed. *Ritchie motioned to adopt – Wagner seconded – All in favor, none opposed. Ritchie, Wagner, Donohue, Hyde, & Valentine all voted in favor.*
- Resolution 556-2021 A Resolution Adopting Fees and Charges for Various City Services – Land use fees were adjusted per Kinney recommendations. Combines all city fees and charges into a single Fee Schedule. Wagner recommends the Public Records Search Fee be per hour and increased to \$50.00 per hour. Discussed cemetery fees. *Wagner motioned to adopt the resolution with modification of changing Public Records Search fee from \$30 to \$50 per hour – Ritchie seconds – all in favor, none opposed. Wagner, Ritchie, Donohue, Hyde, & Valentine all voted in favor.*
- ODOT Project Identification Program – Kick-off meeting is Friday. Geri Harbison with Mari-Linn will attend. Linn County is invited. This program will help identify projects such as the sidewalk to be considered for the Safe Routes to School grant. Ritchie would like consideration for a crosswalk at the Fir Street intersection.
- Audit – Brief overview of the audit document. Council would prefer the auditor to present the report in-person rather than via Zoom.

**Librarian Report** – Harris gives her report. Salem has requested that holds not be sent to them. Patrons are coming to Lyons library to pick them up. She doesn't believe this will change the revenue for holds. They are not charging fines due to the quarantine process. Wagner asks about the number of people in the library and how they are handling Covid. She responds that the patrons are doing good. She has only had a few times that she was concerned about the number of people in the library at one time. They have had to adjust their work schedules due to exposures.

## **City Manager Report**

- Public Works

- Richard is mowing, trash removal, cleaning up storm debris. He moved the remaining Red Cross sifter kits and clean-up kits to the Santiam Integration Team in Sublimity – they were happy to receive them. He placed “No Overnight Parking” signs along north wall of city hall.
- Cemetery
  - Two headstones placed.
  - Richard mow, clean-up storm debris, remove trash, etc
- Parks
  - Mow & storm debris cleanup
  - Richard removed dead animal in stream at Freres Park with Darrell’s assistance.
- Library
  - The stair-lift permit was renewed.
- Streets
  - Richard continues to monitor the storm drains.
  - Juniper Street tree quote already discussed.
- Office
  - No new building permits were issued, although clearing for a house in Timberview has begun. They already have a permit.
  - Five mechanical/plumbing permits were issued.
  - We extended our safety meeting – employees completed the Covid online training video required by OSHA.
  - Our city codes are now live on the Code Publishing website. It can be found by going to our website on the Codes tab and selecting Full Code.
  - The PERS question has been sent to our auditor, just waiting for response.
  - Bo Lindemann our insurance agent wants to know if we want to list the Welcome Sign on our policy. Council would like to know the cost and what we will need to do to keep it maintained for insurance purposes and how to determine the value. Some discussion about placing a back on it for safety issues and to enhance it.
  - The IRS Mileage Rate for 2021 has been slightly decreased to 56 cents per mile.
  - There is a TMDL meeting tomorrow with Nancy Gramlich at DEQ. The TMDL monitors the storm water throughout the city to ensure water is clean and at the right temperature before it enters the Santiam River. It was noted that ODOT is responsible for 5<sup>th</sup> Street and Linn County is responsible for Main Street storm drains.
  - Councilors will be assigned individual emails provided by the city. League of Oregon Cities (LOC) insisting that each person have their own unique city email address. The emails can be setup to forward messages to their personal email addresses. Personal email addresses are not published on the website however the city email addresses may. All Pro Webworks, maintains our website. They provide unlimited number of emails, free of charge with our package.
  - CIS, our insurance provider, will partner with SAIF to provide Workers Comp insurance effective July 1, 2021. There should be more information coming in the next few months.
  - We have already discussed the two complaint updates – Juniper tree and dead animal.

Financial Reports – It was noted that the Petty Cash ledger was added to the reports.

### **Commissioner Report/Councilor Questions/Comments**

- Cemetery: Valentine has nothing to report
- Transportation/Parks: Donohue recommends researching grant opportunities for 7<sup>th</sup> Street and Elm Street improvements.
- Police/Safety: Hyde reported that she attended the Neighborhood Watch meeting and invited Mattingly and appreciates that he came.
- Library: Ritchie has nothing to report.
- Building Improvements: Wagner reports that the buildings are still standing.

**Requests for Future Agenda** – no requests were made.

**Next Meeting** – February 23<sup>rd</sup>, 6:30 pm.

Adjourned @ 8:45 pm

Transcribed by Micki Valentine  
*MV*