



# CITY OF LYONS

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## CITY COUNCIL MEETING MINUTES

June 28, 2022

**Council Present:** Councilors Troy Donohue, Mike Wagner, Jessica Ritchie, Diane Hyde, Mayor Lloyd Valentine

**Council Absent:**

**Employees Present:** Librarian Brenda Harris, CM Micki Valentine

**Public Present:** Ben Sproul-ODF, Bo Lindemann-Ins. Agent, LCSO Lt. Brandon Hardy

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

**Roll Call** taken

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

- Ben Sproul with ODF to speak about a program through ODF.
- Bo Lindemann, Insurance Agent, to provide cyber security information.
- Mayor Valentine declares a conflict of interest with the budget and the City Manager annual performance review.

**Presentations:** none

### **Public Comment:**

- Ben Sproul with Oregon Department of Forestry (ODF) shares information regarding a new grant opportunity to Santiam Canyon property owners for assistance of clearing property to help keep it fire safe. The grant provides \$500 per acre cleaned up. There is also assistance from their work crews to complete the projects. The program starts this summer and we are asked to spread the word. He leaves the meeting.
- Bo Lindemann, the City's insurance agent for City/County Insurance Services (CIS), explains the cyber security insurance coverage. Person hired specifically for cyber. He leaves the meeting.

**Sheriff's Report:** Linn County Sheriff's Office (LCSO) Lt. Brian Hardy provides the monthly report. He provided an update on the staffing status. He also reported that five car thieves in the canyon area have been arrested, four are still in jail, two of those will stay for a long time. They have not had any reports of stolen vehicles this month. Two vehicle crashes at the corner market. Fraud increased. Staffing improving. Councilor Wagner asked about additional hours for Lyons. He said the new agreement included the extra hours requested. They are able to cover those hours. Additional hours are unlikely with this contract. He is anticipating that we could add hours with the next contract. By then he hopes staffing levels will be back to normal. Updated on jail status. Covid restriction still in place due to State requirements. Lt. Hardy leaves the meeting.

**Resolution 576-2022** Linn County Law Enforcement Agreement – *Councilor Wagner motioned to approve – Councilor Donohue seconded – All in favor – none opposed – approved.* Councilor Wagner noted that we discussed additional hours with Lt. Hardy. He said Linn County is not able to provide any further hours at this time.

**Consent Agenda:** Council Meeting Minutes May 24, 2022, and Bills Paid May 25, 2022 – June 28, 2022. *Councilor Hyde motioned to approve – Councilor Ritchie second – all in favor – none opposed – approved.*

**Public Hearings:**

- State Shared Revenue Hearing
  - **Resolution 573-2022** Certifying the City of Lyons’ Eligibility to Receive State Shared Revenues by Providing the Necessary Municipal Services. Explanation provided. No comments offered from the public. No questions or comments from City Council. *Councilor Hyde motioned to adopt – Councilor Wagner seconded – all in favor – none opposed – approved.*
  - **Resolution 574-2022** Declaring the City’s Election to Receive State Revenues. Explanation provided. No comments offered from the public. No questions or comments from City Council. *Councilor Wagner motioned to adopt – Councilor Ritchie seconded – all in favor – none opposed – approved.*

*(Pro-Tem Ritchie takes over the hearing due to Mayor Valentine Conflict of Interest.)*

- Budget Hearing –
  - **Resolution 575-2022** Adopting the Budget, Making Appropriations, Imposing the Tax, Categorizing the Tax. No comments offered from the public. No questions or comments from City Council. *Councilor Hyde motioned to adopt – Councilor Wagner seconded – all in favor – none opposed – Mayor Valentine abstained from the vote – approved.*

*(Mayor Valentine takes over the meeting.)*

**Unfinished Business:**

- Freres Park Update – CXT switched companies that they were using for contract administration. Vault toilet purchase contract is with the attorney to prepare a resolution. They will have it ready for next council meeting. Once the toilet has been ordered, Dave will move forward with the rest of the project.
- Safe Routes to School (SRTS) Grant – Dave Kinney has reviewed the application. Suggested some changes to gain some points and move up the list. Recommends waiting until the next grant cycle. Still working with ODOT – will meet with Jenna Berman in July. Councilor Wagner asks if we’re able to turn down the grant if needed. Yes, we would be able to.

**New Business:**

- Cyber Security response from our attorney recommends having the coverage.
- Subdivision Code Recommendation – Dave Kinney and the Lyons Planning Commission (PC) recommend that the Subdivision Code be changed to eliminate the need for Council review of PC’s decision on subdivisions. Oak Street is a county road and must follow their requirements. The property is within city limits. Storm drainage must be addressed either with a swale or directed to the ditch. This will allow Council to “hear” any appeals

on a decision without ex parte contact. *Councilor Ritchie motioned to remove the Lyons code section 17.20.050 requiring the Planning Commission to provide the City Council with a copy of the tentative plat for review at a public meeting after the planning commission hearing on a subdivision application and prior to making a final decision to approve or deny the tentative plat. – Councilor Donohue seconds – all in favor – none opposed – approved.*

- League of Oregon Cities (LOC) Legislative Priorities Ballot – Council will review and bring their recommendations to next month’s council meeting.

**Correspondence:** none

**Librarian Report:** Librarian provides report. The replacement for the library aide position has been hired. Updated on the Summer Reading Program. The Library Board has requested that Tammy McKim’s term be renewed. *Councilor Wagner motions to approve – Councilor Hyde seconded – carried with all in favor – none opposed – approved.* Request from Library Board regarding Monday hours was reviewed. No action taken.

**City Manager Report:** CM Valentine gives report. Public Works maintain properties as usual. Experimenting with reflective crosswalk tape at Dogwood Street. Received compliments on how nice the cemetery looked for Memorial Day weekend. Headstone inadvertently placed within a family plot has been removed. Rosalie Ader has been hired for the Library Aide position. Property owner on 11<sup>th</sup> Court notified us that we have trees leaning towards their property – dropping limbs – may cause property damage. Will have an arborist inspect. Canyon Contracting has not scheduled the Freres parking lot improvement yet. Cameras have been installed. CIS has awarded us a small grant \$68.15 to go towards the cost of the cameras. LGIP interest rate is up. Reminder of election timeline for those who wish to run for a position. Election packets are available for pickup. Summer Sun Sale coming up August 20<sup>th</sup>. Complaints reviewed and updated. LCSO asked about parking ordinances on streets – possible abandoned cars – issue resolved.

**Planning Commission Report:** A planning commission meeting was held June 21<sup>st</sup> for the Hawkeye Meadows Subdivision on Oak Street. Information provided for their review. Oak Street is a Linn County road. The developer will have to follow Linn County Road Department rules, which do not require sidewalks to be placed. Drainage will be swales within the property or directed to the ditch line. Oak Street will be “straightened out” which will move the road south – less infringement on the properties on the north side of the road. The road will taper at the end where it will meet River Loop (*west end*). Confirmed that the property is located within the city limits and Oak Street is outside of the city limits.

**Financial Reports:** No questions were asked.

**Commissioner Report/Councilor Questions/Comments:**

- Cemetery: Mayor Valentine reports that he received a compliment that the cemetery looked better than Stayton’s cemetery.
- Transportation/Parks: No comments to add.
- Police/Safety: Councilor Hyde reports that she attended the Neighborhood Watch meeting. There were no concerns about Lyons, just speeding along Ferry Road in

Mehama. She attended a safety fair at Mari-Linn School. She has graduated from the Linn County Sheriff's Citizen's Academy and has received a certificate.

- Library: No comments to add.
- Building Improvements: No comments to add.

*(Pro-Tem Ritchie takes over the session due to Mayor Valentine conflict of interest.)*

**Executive Session**

- **City Manager Annual Performance Review pursuant to ORS 192.660(2)(i)**

Pro-Tem Ritchie closes the executive session at 8:39 pm.

*(Mayor Valentine takes over the meeting and reopens the council meeting to the public.)*

**Requests – Councilor Requests/Future Agenda Items/Announcements:**

- Councilor Wagner asks about whether sidewalks are a requirement. They are for new developments.
- Councilor Donohue requests that a trash can be placed near the trail by the City Shop.

**Next Meeting:** The next Regular meeting is July 26, 2022, at 6:30 pm.

Adjourned @ 8:47 pm

Summarized by Micki Valentine  
MV