



CITY OF LYONS

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CITY COUNCIL MEETING MINUTES

September 26, 2023

Council Present: Councilors: Jessica Ritchie, Amy Watts, Diane Hyde, Mike Wagner & Mayor Lloyd Valentine

Council Absent: none

Employees Present: PW Richard Berkey, Librarian Roxy Wilcox, PW Jerry Faber & CM Micki Valentine

Public Present: Jenna Berman – ODOT, Clayton Morehead – MLM Morehead Land Management, Annise P.- guest of Jerry Faber

Opened w/pledge: @ 6:30 pm

Roll Call: Taken

Announcements (Additions to Agenda/Conflict of Interest/Ex-Parte/Bias): none

Presentations: Jenna Berman provides a report on the Urban Design Verification (UDV) study. Answered questions and concerns. Need five feet of right-of-way. Stormwater discussed. School requested drop-off area remain as it is currently, which ODOT agreed to change with no on-street parking in that area. Discussed beginning our project where the pavement ends and pickup the new sidewalk from that point so that we aren't replacing any current sidewalks. Stripe crosswalk at Fir Street can be included with this project. ODOT Bike/Ped dollars may be available to cover striping.

Public Comment: Clayton Morehead introduces himself and his business. He can provide brush clearing and land management etc. He is local to the area and recently started his business.

Sheriff's Report: The monthly report was provided and reviewed.

Consent Agenda: Council Meeting Minutes August 22, 2023, and Bills Paid August 22, 2023 – September 26, 2023. *Councilor Ritchie motioned to approve – Councilor Wagner second – All in favor – none opposed – approved.*

Public Hearings: none

Unfinished Business:

- **American Rescue Plan (ARP) Update** – Freres Park bids were reviewed. The project cost exceeds the remaining balance of the ARP funds. The library project has been put on hold in consideration of the cost of the Freres Park project. Suggested using General Fund – Reserved for Future Expenditure funds moving to GF Capital Outlay. Civil West handled the bid process. Slateco had the lowest bid. Cost reductions were reviewed.

Council would like to see the concrete remain. They agreed on the other items as listed. *Councilor Wagner motions to approve Slateco's revised bid with exception to keep the concrete utilizing all of the remaining American Rescue Plan dollars with the remaining from the General Fund – Councilor Hyde seconded the motion – all in favor – none opposed – approved.* Discussed library project options. Librarian Wilcox will ask if the project scope can be changed to a ramp and if a time extension is possible.

- **Safe Routes to School/ODOT Urban Design Verification Study (UDV)** – The study was completed. ODOT says the community were mostly in favor of the 10-foot-wide sidewalk. Scheduling a meeting to discuss right-of-way necessary to complete the project. Will need agreement with the school district and affected property owners depending on how far we go with the project. Already discussed the UDV study. Safe Routes to School – obtained property owner information to forward to ODOT.
- **Budget Resolution 588-2023 Adjusting Appropriation Transfers** – It is necessary to increase Personnel Services in the Library fund to cover unanticipated costs. This resolution reduces Building Fund transfer and increases the Library Fund transfer by \$10,000. Councilor Wagner requests that the Building Fund transfer for the next fiscal year be increased to make up for this adjustment. *Councilor Wagner motions to approve – Councilor Ritchie seconded – all in favor – none opposed – adopted.*
- **Resolution 589-2023 Library Exterior Paint** – We received a quote from Smile-A-Mile Painting in the amount of \$9,410.00. Reyes Painting has not submitted a quote – they have been to the library. *Councilor Ritchie motions to approve Smile-A-Mile Painting quote in the amount of \$9,410.00 – Councilor Watts seconded the motion – all in favor – none opposed – motion passed.*
- **City Manager Compensation** – *noted Mayor Valentine declared conflict of interest – Councilor Pro Tem Ritchie leads the discussion. Ritchie has consulted with the attorney. Attorney does not require executive session. The attorney has advised that the council can provide a compensation adjustment. For a city our size, looking at replacement, it would be benefit the city to increase the wage to be better prepared for the transition. Councilor Wagner motions to increase city manager compensation by \$550 per month for doing both positions in the office – Councilor Watts seconded the motion – Wagner, Ritchie, Watts, & Hyde in favor – Valentine abstained – approved.*

Mayor Valentine resumes leading the meeting.

New Business:

- **Linn County Planning & Building Permitting Process** – The new permitting process has begun. We are having some difficulties but continue to work through it. Will have to accept credit/debit cards for the Linn County fees, which is entered directly into their Acella program.

Correspondence:

- Received a letter from Oregon Secretary of State – Audits Division that they are planning some upcoming changes to audit law. Discussed this letter with Peter Gelsler, our auditor. He will let us know if there are any changes we need to make once the new law takes effect. This will not affect our current contract.
- We received notice of a rate increase for Security Alarm Corporation.

Librarian Report: Librarian Wilcox provided the report. 80 kids signed up for Summer Reading Program. The last event was Reptile Man with over 95 people attending, even with the rain.

Kona Ice for the reward. Uptick in library use. Increase in books being sent out to other libraries. Councilor Wagner asked about the weeding program and the number of books. There are 26,000 books in the library. They weed anything older than 10 years of no circulation and look for damaged books. Damaged books are replaced.

City Manager Report: CM Valentine gave report. Public Work continue with culvert cleaning and playground inspections. Councilor Ritchie asks if some handrails could be added to the slide in Lyons Park. PW will see what they can do. One headstone placed at the cemetery. One burial completed, another one coming up in October. Worked on obtaining paint quotes for the library. One building permit and two mechanical/plumbing permits issued. LGIP interest rate up from 4.50% to 4.80%. Received the \$2,000 Technical Assistance grant which pays for part of our city planner costs. Worked with Civil West for park bid process. The audit was completed on Friday September 22. Audit notes were distributed. The auditor had not received any surveys from the councilors. He had not forwarded that to me for distribution yet. He forwarded the survey and then it was forwarded to the councilors. The auditor would like to see the walk/bikeways 1% gas tax shown in an Excel spreadsheet for better monitoring. The spreadsheet was provided for council review. They found one entry that was recorded in the wrong fund. A general journal entry was made to correct the error. The Camping Ordinance did not arrive in time to include in the council packet. It is provided tonight to take home and review prior to the next meeting. The complaints were reviewed. Discussed what could be done at the park to stop vehicles from vandalizing the gravel lots. One RV has been removed from the Main Street property and Linn County is handling that complaint.

Planning Commission Report: Update provided on the Hafner annexation.

Financial Reports: No questions were asked.

Commissioner Report/Councilor Questions/Comments:

- Mayor Valentine, Cemetery – No comments to add.
- Councilor Ritchie, Library – No comments to add.
- Councilor Wagner, Building Improvements – No comments to add.
- Councilor Hyde, Police/Safety – No comments to add.
- Councilor Watts, Transportation, Parks & Recreation – No comments to add.

Executive Session: None

Requests – Councilor Requests/Future Agenda Items/Announcements: none

Next Meeting: October 24, 2023 @ 6:30 pm Regular Council Meeting – Lyons City Hall

Adjourned @ 9:10 pm

Summarized by CM Valentine