



CITY OF LYONS

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CITY COUNCIL MEETING MINUTES

February 27, 2024

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

Council Absent:

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

Public Present: Brenda Harris

Opened w/pledge: @ 6:30 pm

Roll Call: Taken

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

Presentations: none

Public Comment: none

Sheriff's Report: Sheriff's report was reviewed.

Consent Agenda: Council Meeting Minutes January 23, 2024, and Bills Paid January 24, 2024 – February 27, 2024. *Councilor Ritchie motioned to approve – Councilor Hyde second – All in favor – none opposed – approved.*

Public Hearings: none

Unfinished Business:

- **American Rescue Plan (ARP) Update** – All funds have been spent. The remaining balance was used for the Freres Park project. We can close the American Rescue Plan fund. The Freres Foundation fund may also be closed because those funds have also been spent, which were applied to the Freres Park project.
 - Resolution 597-2024 Close the Freres Foundation Fund – *Councilor Wagner motioned to close the fund – Councilor Ritchie second – all in favor – none opposed – approved.*
 - Resolution 598-2024 Close the American Rescue Plan Fund – *Councilor Wagner - Councilor Hyde second – all in favor – none opposed – approved.*
- Freres Park Picnic Tables – Discussed estimates and installation options. *Councilor Wagner motioned to authorize \$5,208 for the cost of the picnic tables and delivery fee, allow to choose a better offer if made, research installation options – Councilor Ritchie second – all in favor – none opposed – approved.*

- **Safe Routes to School** – Civil West stated they are working on the survey to better define the right-of-way.
- **Appoint Budget Committee Member** – Brenda Harris would like to become a member. Her application is provided. *Councilor Hyde motioned to approve – Councilor Ritchie second – all in favor – none opposed - approved.*
- **Budget Requests & Council Goals** – Discussed budget requests and goals for the City. The Budget Request form has been provided to personnel. The City personnel will continue with current projects. Work towards completing the ramp at the library and replacing a door. The arborvitaes at cemetery may need to be replaced. Planting native plants at the Freres Park to meet TMDL goals. Will work with NS Watershed Council for habitat improvements. Will work with Linn County Parks with their project. Street crack sealing will need to be done. Councilor Ritchie would like to see a swing set with a toddler seat added to the Lyons Memorial Park next to City Hall. A long-term goal would be to provide ADA access to the basement. Councilor Wagner asks about the square footage needed for the library – not available for the meeting. Councilor Hyde suggested a Library of Things for gardening – limited space and staffing. Budget calendar is updated to include the workshop in Albany. The meeting will be held at 6:30 pm.

New Business:

- **DEQ TMDL** annual update meeting was held on January 30 at Detroit. The final updated letter and matrix are provided. Waiting for DEQ to approve the report.
- **City Wide Clean-Up** – will be held on Saturday, May 11. The flyer was provided. Volunteers will be needed. Councilor Ritchie suggested contacting the high school. Students need to do volunteer projects. Councilor Wagner can add cars.
- **Linn County Multi-Jurisdictional Natural Hazard Mitigation Plan IGA** – The intergovernmental agreement was provided. This is an agreement to work with Oregon Department of Land Conservation and Development to work on the Linn County plan. There will be opportunities for public participation through meetings and website information. That information will be provided to the council when it is available.
- **New Audit Procedure & Contract** – Our auditor provided information regarding changes with audit procedures. The Review has been eliminated. A new procedure takes its place – Agreed Upon Procedures (AUP). The AUP is more detailed and will cost more. Due to this, a modified contract is needed, which is provided. *Councilor Wagner motioned to approve the Koontz & Blasquez & Associates contract for AUP – Councilor Ritchie second – all in favor – none opposed – approved.*

Correspondence:

- Letter received from City of Stayton regarding a new park they are planning. Council consensus is to provide a letter of support.
- Letter received from League of Oregon Cities (LOC) requesting a contribution. Council did not offer a contribution.

Librarian Report: Librarian Wilcox provides the report. They are catching up on cataloging. Councilor Wagner asks about how donations are handled. She responded that she looks at the condition and how old they are. Then looks at how many are owned in the Cooperative and its circulation history. World Book will sell their used books. Will add donation books depending on condition and if they are likely to be checked out.

City Manager Report: CM Valentine gave report, which is provided. Public Works - Berkey continues to work on routine maintenance, removed a shelving unit at the library, and storm debris clean-up. Two headstones were placed in the cemetery. Completed the annual cemetery map and list updates and posted them on our website. Worked on library ramp project. Received an estimate today from Northwest Access Products to install an aluminum ramp in the amount of \$25,925.00. Slateco quote was \$42,000. Amramp quote was minimum \$60,000. *Councilor Wagner motioned to approve the estimate from Northwest Access Products for \$25,925.00 – Councilor Thrasher second – all in favor – none opposed – approved.* Two mechanical permits issued. LGIP interest rate increased. Linn County Parks is seeking a grant to make improvements to John Neal Park. OR Department of Revenue budget training workshop will be held in Albany on March 6th. Discussed possibility of purchasing property – west end of Main Street for future sewer project. Could expand further west if the property owners would be willing to sell a portion.

Planning Commission Report: Nothing to report.

Financial Reports: No questions were asked.

Commissioner Report/Councilor Questions/Comments:

- Mayor Valentine, Cemetery – No comments to add concerning the cemetery. He presents a letter of support for the Linn County Parks grant to improve John Neal Park on behalf of the City Council. The council consensus approves sending the letter of support.
- Councilor Ritchie, Library – No comments to add.
- Councilor Wagner, Building Improvements – Councilor Wagner shares the North Santiam School District’s goal of replacing windows at the school with security glass to better protect the school. He also provided an update on the Safe Routes to School project to the school board.
- Councilor Hyde, Police/Safety – Councilor Hyde reports that KYAC radio station in Mill City needed to upgrade their Emergency Alert system to comply with regulations. Freres’ provided the funds needed.
- Councilor Watts, Transportation, Parks & Recreation – No comments to add.

Executive Session: None

Requests – Councilor Requests/Future Agenda Items/Announcements: Councilor Thrasher will not be able to attend the next council meeting due to going on vacation.

Next Meeting: March 26, 2024 @ 6:30 pm Regular Council Meeting – Lyons City Hall

Adjourned @ 8:48 pm

Summarized by CM Valentine