



# CITY OF LYONS

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## CITY COUNCIL MEETING MINUTES

November 25, 2025

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

**Council Absent:** Eric Gjonnes-excused

**Employees Present:** Lib. Dir. Michele Ray, PW Richard Berkey, PW Jerry Faber, CM Micki Valentine

**Public Present:** Chris Wright, Jennifer Erickson

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

**Roll Call:** Taken

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

- none declared

**Presentations:** none

**Public Comment:** no comments made

**Sheriff's Report:** Reviewed report.

**Consent Agenda:** Council Meeting Minutes October 28, 2025 and November 6, 2025; Bills Paid October 29, 2025 – November 25, 2025. *Councilor Thrasher motioned to approve – Councilor Hyde second – Wagner, Ritchie, Hyde, & Thrasher in favor – none opposed – Gjonnes absent - approved.*

**Public Hearings:** none

### Unfinished Business:

- **Safe Routes to School Update** – The update report was reviewed. ODOT approved marking curbs near the driveways with yellow paint and a delineator along the bike ramp. The red no parking paint has not been approved yet. ODOT has replaced the “End School Zone” sign. The street lights have not been installed yet. Sent reimbursement request to ODOT for the NS Paving bill. Civil West estimates \$20,000 to finish the first part.
- **Non-Travel Meal & Refreshment Policy – CM Conflict of Interest** – The council has received notification from the city manager that the policy creates a conflict of interest for the city manager. *Councilor Hyde motions to authorize and direct the City Manager to operate under the adopted policy, despite the conflict that the policy creates –*

*Thrasher seconds – Ritchie, Wagner, Thrasher, & Hyde in favor – none opposed – Gjonnes absent – approved.*

#### **New Business:**

- **North Santiam Watershed Council Letter of Support** – The letter of support is in support of their project to remove invasive plants, such as Ludwigia, from the Freres Park ponds. To continue this project, they are applying for a grant from the Oregon State Weed Board to fund this project. *Councilor Thrasher motions to approve – Hyde second – Wagner, Ritchie, Hyde, & Thrasher in favor – none opposed – Gjonnes absent – approved.*
- **2026 Scholarship** – Reviewed scholarship information – no changes requested.
- **Holiday Lighting Contest** – Flyer and information reviewed – no changes requested.
- **Surplus Property** – Reviewed preliminary list of surplus items and public contracting rules regarding disposal of unused items.
- **Public Contracting Rules** – The attorney has let us know that there were no state laws made that would require updating our rules. Reviewed the current rules.
- **Budget Calendar** – The budget calendar has been prepared and is reviewed.
- **Library Policy Update** – The Library Director and the Library Board have reviewed the Lost Replacement Card Policy and would like to remove this policy. If it becomes necessary it can be added to the Circulation Policy. *Councilor Ritchie motioned to approve removing the policy – Hyde second – Thrasher, Wagner, Hyde, and Ritchie in favor – none opposed – Gjonnes absent – approved.*

#### **Correspondence:**

- Portland State University have provided preliminary updated population report. Lyons' population increased to 1,240 from 1,231. The certified final numbers will be available on December 15, 2025.

**Library Director Report:** Library Director, Michele Ray, provides the library report. She noted that CCRLS is changing the way they calculate the Net Lending distribution, which will be based on our book budget expenditures. We will see a larger distribution amount than previous years. The name is also changing to Collection Support Reimbursement. CCRLS will be upgrading the library computers to Windows 11. Windows 10 is no longer supported.

**City Manager Report:** CM Valentine provides report. PW continue to maintain property. The boulders have been moved into place. A trash can was damaged and filled with rocks at Freres Park. Vault toilet vandalized on two occasions. Picnic table also vandalized twice. Cleaned storm drains of debris. Two burials. Discussed fence with two of the adjoining property owners next to the cemetery. They are in favor but do want to be notified when the project begins. Assist with library policy review, arrange for basement window coverings installation. Deadbolt added to the new door at the library. Working on clearing basement of unwanted items. LGIP interest down. Audit in progress - provided additional information. Preparing for Planning Commission meeting. OR Gov. Ethics Comm. updated definition for “officials’ household members” – notice provided. Complaints report reviewed.

**Planning Commission Report:** Planning Commission meeting scheduled for December 17<sup>th</sup>.

**Financial Reports:** Reports were available for review, no questions or comments were made.

**Mayor/Council – Questions, Comments, Commissioner Reports:**

- Mayor Mike Wagner, Building Impr., Utility, Police/Safety – Nothing more to add.
- Councilor Jessica Ritchie, Library – Nothing more to add.
- Councilor Diane Hyde, Transportation – Would like to know when the next block of the SRTS project will begin. Response: Civil West is waiting until everything is finished with the first part.
- Councilor Amy Thrasher, Cemetery – Nothing more to add.
- Councilor Eric Gjonnes, Parks & Recreation – absent.

**Executive Session:** Pursuant to ORS 192.660(2)(e) Real Property Transactions

Open session closed at 7:10 pm

Returned to Open session at 7:21 pm

Real Property Transactions – *Councilor Hyde motions to authorize the City Manager to negotiate real property transaction – Thrasher second – Wagner, Ritchie, Hyde, and Thrasher in favor – none opposed – Gjonnes absent – approved.*

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

Mayor Pro Tem Ritchie requests a monthly report to track vandalism. Discussed strategic placement of cameras.

Mayor Wagner asks about the lighting of the crosswalk and painting the curbs. Civil West recently requested NS Paving to do the painting and delineators as approved by ODOT. The red striping has not been approved by ODOT yet. We have asked Pacific Power several times when the lighting will go in with no response from Pacific Power.

**Next Meeting:** Tuesday, December 23, 2025 Regular Council Meeting at 6:30 pm.

Adjourned @ 7:28 pm

Summarized by CM Valentine