

CITY OF JEFFERSON

Regular Council Meeting
Executive Session
October 26, 2017
6:30 pm

Council Present: Dave Beyerl, Edna Campau, David Watkins, Mike Myers, Walt Perry, Audrey Webster

Council Absent: none

Staff Present: Greg Ellis, Deanna Donato, Jeff Buskirk

I. COUNCIL MEETING CALL TO ORDER / FLAG SALUTE:

Mayor Myers called meeting to order at 6:30 pm followed by the flag salute.

II. VACANT COUNCIL SEAT APPOINTMENT:

Councilor Beyerl move to accept Bob Rossiter for the vacant Council seat and Councilor Perry seconded. Discussion: Councilor Watkins wanted to put the appointment of new Councilor off until the meet and greet to see if more applicants would want to apply. Councilor Beyerl stated he understood Councilor Watkins concern as there was only one applicant; however we have seated others recently in the same manner. The vacancy was announced at prior meeting, advertised in various places including the web site and Facebook and he stands by his motion. Councilor Perry stated that Mr. Rossiter has had his application in before and entered it again for this opening and therefore he should be approved. Hearing no further discussion, the Mayor called for the vote. All were in favor, passed unanimously.

Bob Rossiter was then sworn in by Mayor Myers and took his seat with the Council.

III. EXECUTIVE SESSION: Mayor Myers announced Council would be entering into an executive session to cover two items and proceeded to read the ORS for both items under executive session. Council entered into executive session at 6:38 pm.

3.1 *EXECUTIVE SESSION***ORS 192.660(2) (i) Staff Evaluation**

3.2 *EXECUTIVE SESSION***ORS 192.660(2) (e) Consider Real Property Transaction.**

Council returned to regular session at 7:30 pm

IV. OLD BUSINESS:

4.1 Ordinance #703 Repealing Ordinance #655 – Vehicles for Hire: Councilor Beyerl moved to approve Ordinance # 703 and Councilor Perry seconded. No discussion. All were in favor, passed unanimously.

4.2 Ordinance #704 Amending JMC Chapter 4.08 & Repealing Ordinance #682 – Itinerant Vendors, Peddlers, Canvassers, and Solicitors:

Councilor Beyerl moved to approve Ordinance #704 and Councilor Campau seconded.

Discussion: Councilor Webster stated she had a few concerns regarding the ordinance. 1. The ordinance references Ordinance #682 and if Council is repealing #682 then it should be updated to reference the correct number. 2. In the definitions the ordinance states that Canvassers may or may not choose to get a permit as Canvassers are not conducting monetary transactions, they are only providing information. Canvassers are protected by Freedom of Speech and have been upheld in the Supreme Court; therefore she does not feel the City should be providing permits to Canvassers at all as she feels people may feel that the City is promoting one over the other. She believed the definition of a Canvasser needed to be included in the ordinance for information/future reference but permit option should not be offered. Councilor Webster then stated that if Council agreed with what she had just said, the following sections would need to be corrected. In Section 4.08.070-language needs changed to remove Canvasser as it currently says Canvasser MUST have permit; Section 4.08.030- needs language changed to remove Canvasser gets a license upon request or something to the effect that Canvassers are not required to have a license; Section 4.08.060- change language to remove Canvasser from #1. Mayor Myers clarified Councilor Webster's suggested changes and asked if there were any more and she said no. The Mayor then asked Council if they were comfortable with the suggested changes. Councilor Perry asked for some clarification regarding non-profit groups like Boy Scouts, the school fundraiser groups, etcetera and if those groups would now be required to obtain permits and Councilor Beyerl stated that under tradition school kids/groups had always been exempt. Council consensus was that they were all ok with the proposed changes. The Mayor then asked for any other changes or discussion; hearing none, Councilor Beyerl motioned to adopt Ordinance #704 with the proposed changes as amended and repealing Ordinance #682 and Councilor Webster seconded. All were in favor, passed unanimously.

4.3 Consideration of Employment Offer to City Recorder Applicant:

The Mayor asked Greg to take the lead on this. Greg stated 12 applicants had applied; he had narrowed the options down to 4 based on the criteria requested in the advertisement and sent that information to the interview committee. The Committee then selected the top 2 they wanted to interview. The interviews were last week and they selected Sarah Cook. Mayor Myers asked who was on the interview committee. Greg stated that he, Councilors Beyerl and Watkins, Jeff Buskirk, and Renee Gonzalez from Umpqua Bank were on the committee. Mayor Myers informed Council the recommendation to hire Sarah Cook as City Recorder was before them. Councilor Campau moved to accept Sarah Cook for City Recorder position and Councilor Watkins seconded. All were in favor, passed unanimously.

Councilor Beyerl moved to recommend to Council in conjunction with the consideration of employment offer that Sarah be brought back at step 8 and all comp time be reinstated and Councilor Perry seconded. All were in favor, passed unanimously.

V. NEW BUSINESS:

- 5.1 Council President Selection:** Councilor Webster nominated Councilor Beyerl and Councilor Campau seconded. Councilor Beyerl then nominated Councilor Perry, no second on the nomination heard. No other nominations made. Mayor called for vote. All were in favor of Councilor Beyerl becoming Council President, passed unanimously.
- 5.2 Resolution #1024 - Water Treatment Plant Loan Documents / Contract:** The Mayor states if anyone had questions on the 20 plus page agreement, to refer to Greg and/ or Jeff. Councilor Webster had a question regarding disclosure of the City's pending litigation and if that would affect the City's ability to get the loan? Greg stated the pending litigation would have no effect on the City getting the loan or paying the loan back as the main source of income to repay the loan that is being looked at is the City's water rates and as of January 1, 2018 the rates will be at the correct rate to meet the payback requirement. Councilor Webster had a general question about time demands from staff as it appears that the Public Works Department and City Recorder will have a lot of time involved in order to stay on top of this and Jeff said none that he knew of. Councilor Webster made a final comment stating that on page 15, Mayor Myers needed to have title updated on signature page. Jeff stated that Westech had also read through the contract and did not see anything that was concerning them. Greg stated minor changes like title update for the Mayor will be made and it will then be passed to legal counsel before it is approved. Mayor Myers stated this is for the \$6 million loan with the \$1million forgiveness and interest rate is at 1% for payback. Councilor Beyerl moved to approve Resolution #1024 pending legal review/changes and Councilor Webster seconded. All were in favor, carried unanimously.

VI. DISCUSSION/INFORMATION:

- 6.1 Meet & Greet - November 4, 2017 12-4pm:** Mayor Myers shared that Councilor Campau had reserved the community center for this event. Mayor stated staff would take care of the light refreshments, and asked how it would be advertised. Councilor Webster said she could advertise it on Facebook. Deanna said it would be placed in the usual posting areas as well as the City website. Councilor Watkins wanted an agenda for this event and Council agreed to a very loose form of an agenda as they wanted this to be community driven for visioning ideas. Councilor Campau was going to have the round tables at the community center set up and hoped that after introductions, each Councilor would take a table as this would be more open to mingle than all of them at one table.
- From the audience: Linda Baker 1287 Filbert St Jefferson, OR: She thought that 4 hours was a long time for something like this and agreed that if an agenda was to be made, it should be very informal. Wendy Samples 1261 Hazel St Jefferson, OR: She suggested that the City contact the lady from Jefferson newsletter so those that don't have Facebook can hear about this also.
- Councilor Webster wanted to ensure that someone who showed up in hour 3 had the same opportunity as someone who showed up in hour 1 to share their ideas

with Council. Councilor Perry had a concern about public meeting law with all of them being present and Mayor Myers stated that since no decisions are going to be made at this event, and staff (Greg) will be present they will be fine. This is more of an opportunity for the community to state their ideas for a community project that everyone would like to see done and be able to work together on. From the audience: Laura Brown 351 S Main St Jefferson, OR: She asked about a survey for those that can't attend meeting or don't have Facebook and have it inserted into the water bills and available at City Hall. Mayor Myers: It wouldn't be something that would go out in this upcoming water bill, but it could be an option. More general discussion covering what individuals thought should happen at the Meet & Greet continued with Mayor Myers wrapping it up with the idea that this needs to be citizen driven. If there is no interest from the community then this won't work.

V. **CONSENT AGENDA:**

Minutes of Meetings:

Council Worksession, September 14, 2017

Special Meeting & Executive Session, September 20, 2017

Regular Council Meeting, September 28, 2017

Department Reports

Utility Report

Municipal Court Report

Planning/Code Enforcement Report

Public Library Report

Accounts Payable, 2nd half of October 2017:

Councilor Beyerl moved to approve the consent agenda and Councilor Perry seconded. Discussion: Councilor Webster: Pointed out that Mayor Myers was spelled wrong, and she believed that Jordan Reid was spelled incorrectly as it should be Reed. Mayor Myers asked what Consolidated Supply Company was and Jeff said that's who Public Works buys their parts from. Councilor Webster asked what the holiday expense was and Deanna stated that was to pay for the lights that go up for Christmas on City Hall. Hearing no further discussion Mayor called for a vote. All were in favor (as amended), passed unanimously.

VI. **COMMITTEE/DEPARTMENT UPDATES:**

Library Board: Councilor Campau: They met, not a lot going on; Katherine gave a book talk at the middle school, she is doing some rearranging for teen area and continuing the development of the self-help books for teens. There is a wish list on Amazon for the Library where community can buy books for the Library.

Planning Commission: Councilor Watkins: nothing to report since last meeting.

Chamber: Councilor Perry: The Chamber had a reactivation meeting last night and the hope is they can bring Chamber back to life and work on developing a mission statement. He also wanted to thank Michelle Nunes for sponsoring the meeting at the café.

Landmarks Advisory: Councilor Webster: There are two properties, one on Union and one on Main that are looking at getting a conservation & preservation grant from SHIPPO. The idea is to learn about the history of those homes and restore/renovate home while keeping historic characteristics. Tree lighting this year is going to be Dec 4th at 6:00pm at the Conser House with hot chocolate and elementary school choir.

MPO: Councilor Beyerl: met yesterday and hashed over documents that need to be completed by a certain deadline for Federal Government. Still no staff member hired.

FOL: Mayor Myers; Buncoween is 10/28 and costumes are encouraged. Windows had been installed in the new library and walkways poured.

Parks & Rec: Mayor Myers: fall sports winding down- brief lull and then basketball and wrestling kick in.

MWACT: Councilor Perry: nothing new and no meeting in November.

VII. VISITORS:

Michelle Nunes- 506 Wild Rose Ct Jefferson, OR: Wanted to apologize to Councilor Perry; she had a bunch of people show up today for Chamber meeting as she put out the wrong date.

VIII. COUNCIL COMMENTS:

Councilor Webster: stated Councilor Rossiter needs to be assigned a committee and should be discussed at next meeting.

Councilor Watkins: Wants link to community letter on website and some sort of Council notes placed in the newsletter; would like to see Councilors pick two months to get the notes published. He would like to kick this off in January and stated he would do January/February; Councilor Perry will do March/April; Councilor Webster will do May/June; Councilor Campau will do July/August; Mayor Myers will do September/October and Councilor Beyerl will do November/December.

Nancy Hamby: likes this idea and would like to see this be a consistent column in the newsletter.

Councilor Campau: asked for copy of mission statement and thanked Greg for sending it to her and Councilor Webster stated it is on the bottom of every page of the website.

Mayor Myers: Dollar General official grand opening on 10/28; still need a ribbon and Councilor Perry said he had one. Mayor knows there are a lot of questions from Council and he suggests they make appointment with staff to at least give them a heads up to what you are looking for. In January, he will be doing monthly meeting with Department Heads and get back on track with it. Anytime a Councilor wants to join please ask to join.

Councilor Beyerl: Stated Council forgot something earlier in the meeting; after the executive session on the employee evaluation, we forgot to make a motion and vote. Councilor Beyerl moved to recommend that Public Works Director, Jeff Buskirk, receive a two-step increase on salary scale and Councilor Watkins seconded. Mayor asked for any discussion.

Councilor Webster pointed out that PWD has had no step increase since 2015 other than the COLA increases.

Hearing no further discussion, Mayor called for the vote. All were in favor, passed unanimously.

Mayor Myers: This recent evaluation process led to some confusion and so he hoped to recommend that at the January worksession they re-evaluate how this is done, with input from staff.

Greg stated high school students wanted to know if the Council would be willing to approve add in the yearbook. Council consensus was to purchase add.

IX. CALENDAR CHANGES: None

IX. ADJOURNMENT:

Councilor Beyerl moved to adjourn and Councilor Webster seconded. All were in favor and meeting closed at 8:41 pm.

MINUTES APPROVED this 9th day of November 2017.



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Recorder