

City Council Meeting Minutes

THURSDAY, APRIL 18, 2013

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

AGENDA ITEM 1 **CALL TO ORDER/ROLL CALL:**

CONVENED:

Mayor Cheryl A. Young called the regular meeting to order at 6:00 p.m. Mayor Young delivered the invocation and led the flag salute.

COUNCIL MEMBERS PRESENT:

Mayor Cheryl A. Young
Councilor Shannon Fitzgibbons
Councilor Josh Fromm
Councilor Sally Ann Marson
Councilor Casey Wheeler

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

Micah Rogers, Public Works Superintendent
Michael McGlothlin, Chief of Police
Leahnette Rivers, City Administrator/Recorder

ATTORNEY PRESENT:

None

A quorum was present and due notice had been published.

AGENDA ITEM 2 **PUBLIC HEARINGS:**

2.1 Public Hearing: To hear public testimony about proposed amendments to Ordinance No. 504, regulating the parking and storage of recreational vehicles (RVs), travel trailers, utility trailers, motor homes, and boats upon City right-of-ways.

Public Hearing opened.

Don Parrett of Columbia City said he was not sure what changes are being proposed. Don was provided with a copy of a newsletter article containing a description of the proposed changes for his review and use.

Ron Adelman of Columbia City said he was on the citizen committee that studied this subject. He said there are a lot of RVs around town, but only a few that won't meet the proposed requirements, and some will require additional maintenance.

Jean LeMont of Columbia City asked if the Exception Permit has a time limit. Leahnette said Exception Permits will not have an expiration date, but may be revoked at any time. For example, a permit may be revoked if the maintenance standards are not adhered to or

the right-of-way is needed for another purpose. She said the Exception Permits will be vehicle specific and non-transferable.

Jean said there have been times when they need more than 72 hours to conduct routine maintenance activities on their RV. She suggested the Council consider the extending the temporary parking limit to one week. She also suggested the Council allow friends or relatives the ability to park their RVs for one week to 10 days for visitation purposes.

Jean questioned a number of temporary canvas structures that appear to be located within the right-of-way around town.

Leahnette said some of those structures exist under an Exception Permit. She said some are unpermitted and waiting for the outcome of these regulation changes.

Jean questioned the difference between the 72-hour temporary parking and the Exception Permit standards, which require that the storage remain at least six-feet from the edge of the pavement.

Leahnette explained that the temporary 72-hour parking is permitted in an on-street parking area for loading, unloading and maintenance purposes, but an Exception Permit is only granted within the undeveloped right-of-way and the storage must remain at least six feet from the edge of the pavement

Jean questioned whether or not there would be a concern about damage to curbs or sidewalks if RVs are stored in the undeveloped right-of-way adjacent to curb and sidewalk.

Micah said temporary ramps are usually used to prevent damage to curbs. He said sidewalks are more subject to cracking because the concrete is typically thinner than the concrete in access aprons.

Linda Guy of Columbia City said in the past the City has frequently enforced ordinances under a complaint driven process. She asked what type of enforcement would be used with these regulations.

Leahnette said as resources permit, storage activities will be monitored by staff and these regulations will be enforced.

Linda asked if existing storage that is not in compliance would be grandfathered in.

Leahnette said they will not - these regulations apply only to street right-of-way, not private property. All storage within the street right-of-way will need to comply with the new regulations.

Mayor Young said the Council will consider all of the public input when the final regulations are crafted.

Don asked if the regulations allowing out-of-town visitors to park should be included in these regulations so they are all together.

Public Hearing closed.

The Council discussed the regulations and input at length with staff and members of the audience. It was the consensus of the Council that the 72-hour parking limit be expanded to five consecutive days, and that Exception Permits will only be issued for vehicles owned by person(s) occupying the property.

Jean LeMont thanked Councilor Marson for all of the work she has done around the entrance sign area. Councilor Marson said she's had a lot of assistance from the Columbia County Community Corrections Crew and the Public Works staff.

AGENDA ITEM 4 COUNCIL REPORTS:

4.1 Parks Committee: Chair Fitzgibbons said the Parks Committee will meet on April 30, and they are waiting to receive responses to the RFP for the veterans monument. She said the flag pole base is installed at the entrance sign site.

4.2 Water Source and Development Committee: Leahnette noted that most of the locate markings around town are related to the City's Water Conservation Project.

4.3 Street Committee: No report.

4.4 Sewer Committee: No report.

4.5 Audit Committee: No report.

4.6 Hazard Mitigation Planning Group: Member Wheeler said the group will meet on Monday.

4.7 Other Reports: Councilor Marson said the ordinance amendment related to the collection of garbage at apartments or rentals is before the Commissioners for adoption.

AGENDA ITEM 5 CONSENT AGENDA:

5.1 Financial reports for the month of March 2013.

5.2 Minutes of the Regular City Council Meeting of April 4, 2013.

5.3 Activities report for the month of March 2013 from the Public Works Superintendent.

5.4 Activities report for the month of March 2013 from the Chief of Police.

5.5 Activities report from the City Administrator/Recorder.

5.6 Appointment of Mark Worrall to the Columbia City Planning Commission.

5.7 Recommendation from the City Administrator/Recorder regarding a cost of living increase and medical insurance benefit premiums.

Item 7.1 was moved from New Business and added to the Consent Agenda as Item 5.7.

MOVED (WHEELER), SECONDED (FROMM), AND CARRIED BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA AS AMENDED. COUNCILOR FOMM ABSTAINED FROM VOTING.

AGENDA ITEM 6 UNFINISHED BUSINESS:

None.

AGENDA ITEM 7 NEW BUSINESS:

7.1 ~~COLA/Medical Insurance Premiums: Recommendation from the City Administrator/Recorder regarding a cost of living increase and medical insurance benefit premiums.~~

This item was added to the Consent Agenda as Item 5.7.

AGENDA ITEM 8 OTHER BUSINESS:

Employee Medical Insurance: Leahnette asked for Council clarification on some conflicting sections within the Personnel Policies and Procedures Manual. She said no mention is made of pro-rating premiums for employees working less than 40 hours per

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week but more than 32 hours per week under the Medical Insurance Policy 4, Section A. However, she recently discovered that under the Employee Status Policy 2, Section G, Item 2, the definition for Regular Part-Time Employees mentions that the City shall pay a proportion of benefits on those employees working less than 40 hours per week in accordance with the specific benefit sections contained in the Personnel Policies. She said Helen Johnson's hours were reduced from 40 to 37.5 hours per week in March 2010, but she has not paid a pro-rata share of her medical insurance package. Leahnette asked Council for direction. It was the consensus of the Council that the City should pay 100% of the medical insurance premiums in this case.

Public Works Department Update: Micah said the department has been very busy assisting the engineers with the planned water projects, and they are in the process of hiring their seasonal help.

Police Department Update: Chief McGlothlin said the written exam for the Police Officer position will be conducted on Saturday, and then the finalists will go before an Oral Review Board, and he hopes to conduct the Chief's interviews during the week of May 6-10.

AGENDA ITEM 9

ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 6:46 p.m.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder