

City Council Meeting Minutes

THURSDAY, JUNE 20, 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 led the flag salute.

COUNCIL MEMBERS PRESENT:

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

COUNCIL MEMBERS ABSENT:

Councilor Josh Fromm

ALSO PRESENT:

Micah Rogers, Public Works Superintendent
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 gather public testimony relating to a proposal to adjust water and sewer rates. It is anticipated that the new rates will generate additional revenue equal to 3 percent.

Public Hearing opened.

No comments were heard from the public.

Public Hearing closed.

2.2 Public Hearing: To discuss the budget for the fiscal year beginning July 1, 2013 as approved by the Columbia City Budget Committee.

Public Hearing opened.

No comments were heard from the public.

Public Hearing closed.

AGENDA ITEM 3 **CITIZEN INPUT:**

Mike Simpson of Columbia City said there is an increasing need for a stoplight at Highway 30 and "I" Street. He said he has seen many near misses at that intersection.

Councilor Marson said she had mentioned the need for a light there to some ODOT representatives many years ago, but the feedback she received was not very positive.

Mike Simpson expressed an interest in service on a Code Enforcement Committee if one is created.

AGENDA ITEM 7

NEW BUSINESS:

7.2 Application for Exception Permit: Application for an Exception Permit for a Recreational Vehicle, Boat or Trailer Storage in right-of-way as submitted by Wade Ballard of 2430 Fifth Street, Columbia City.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED TO APPROVE THE APPLICATION FOR AN EXCEPTION PERMIT. Councilor Fitzgibbons cast a nay vote.

Wade Ballard said it seems that recreational vehicles have been singled out for enforcement. He suggested that derelict vehicles should not be stored in the right-of-way, or unlicensed trailers, etc.

Leahnette said the City is also enforcing regulations community-wide dealing with unlicensed vehicles and all types of trailers.

Wade asked how the City will keep track of who has a valid permit for storage within the right-of-way. He also asked what penalties will apply to violations.

Leahnette said the person that handles enforcement will develop a process to track valid permits. Leahnette said the penalty is a fine of up to \$100 per day and/or the storage may be towed and impounded.

Wade said a fir tree at the corner of "D" and Fifth Street is impairing the proper use of the street and needs to be cut. Leahnette said staff will also take a look at the tree that is in question.

7.4 Council Bill No. 13-679; Resolution No. 13-1085-R: A Resolution setting rates to be charged by Environmental Waste Systems, Inc./Hudson Garbage Service for collecting and disposing of solid waste, recycling materials, and yard debris within the City of Columbia City, Oregon, effective July 1, 2013.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED TO ADOPT COUNCIL BILL NO. 13-679.

7.3 Structure in Unimproved Right-of-Way Permit: Structure in Unimproved Right-of-Way Permit Application submitted by Aaron Randels of 2205 First Street, Columbia City, Oregon.

The Mayor and Council reviewed a request from Aaron Randels to build a fence in the "F" Street right-of-way.

Leahnette inquired about the reason for the request to build the fence within the right-of-way. Aaron said there's 26 feet of undeveloped right-of-way on his side of "F" Street, and he wants to put up a fence between his backyard and his neighbor's property.

Councilor Fitzgibbons asked why he wants to put in a six-foot fence. Aaron said he wants a six-foot fence to provide additional privacy to his backyard.

Leahnette recommended the Council require the fence be at least six feet from the edge of the pavement if they approve the request to provide better visibility along the street.

The Council discussed the request at length with the applicant and staff. Aaron said he called for utility locates, and there are none located within the area to be fenced.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO APPROVE THE PERMIT PROVIDED THE FENCE IS SET BACK AT LEAST SIX FEET FROM THE PAVEMENT.

AGENDA ITEM 4 COUNCIL REPORTS:

4.1 Parks Committee: Chair Fitzgibbons said the Parks Committee met at the Veteran's Park on Tuesday, and many people are coming up with great suggestions for the park design.

4.2 Water Source and Development Committee: Leahnette reported that we are currently soliciting responses for the Water Meter Installation project. She suggested the Water Committee assist with reviewing and ranking the responses. No objections were heard.

4.3 Street Committee: No report.

4.4 Sewer Committee: No report.

4.5 Audit Committee: Secretary Wheeler said the Audit Committee recently met and found no exceptions.

4.6 Hazard Mitigation Planning Group: Member Wheeler said the group is working on hosting an Emergency Preparedness Fair on October 12, 2013.

4.7 Other Reports: Councilor Wheeler said attendance was low at the recent Town Hall meeting about the proposed City Charter. He said the next step will be a public hearing at a Council Meeting.

Mayor Young said she and Councilor Wheeler attended a Food Bank today. She said the new Oregon Food Bank CEO was in attendance, and the Columbia County Food Bank is very much in need of a new location because they need more room for refrigeration and food storage.

AGENDA ITEM 5 CONSENT AGENDA:

5.1 Appointment of Monica L. Burns and Theodore Burns to the Parks Committee.

5.2 Financial Report for the month ending May 31, 2013.

5.3 Minutes of the Regular City Council Meeting of June 6, 2013.

5.4 Activities report for the month of May 2013 from the Public Works Superintendent.

5.5 Activities report from the City Administrator/Recorder.

5.6 Appointment of Larry G. Preston to the Water and Sewer Committee.

Item 5.5 was removed from the consent agenda.

MOVED (WHEELER), SECONDED (MARSON), AND CARRIED BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA AS AMENDED.

AGENDA ITEM 6 UNFINISHED BUSINESS:

None.

AGENDA ITEM 7

NEW BUSINESS (continued):

7.1 Backflow Assembly Testing Contract: Backflow Assembly Testing Contract between the City of Columbia City and Olson, LLC.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE CONTRACT.

7.5 Council Bill No. 13-680; Resolution No. 13-1086-R: A Resolution authorizing a transfer of appropriations within the General Fund during the fiscal year beginning July 1, 2012.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-680.

7.6 First reading of Council Bill No. 13-681: An Ordinance amending Ordinance No. 345, establishing rules and regulations to be observed and enforced within the public parks of the City of Columbia City.

The Council completed the first reading of Council Bill No. 13-681 and discussed the proposed rules at length with staff.

7.7 Council Bill No. 13-682; Resolution No. 13-1087-R: A Resolution providing for water rates and charges for the City of Columbia City, Oregon; rescinding Resolution No. 11-997-R.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-682.

7.8 Council Bill No. 13-683; Resolution No. 13-1088-R: A Resolution adopting sewer charges and rates for the City of Columbia City in accordance with Ordinance No. 470; rescinding Resolution No. 13-1080-R.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-683.

7.9 Council Bill No. 13-684; Resolution No. 13-1089-R: A Resolution adopting the Budget, making appropriations, imposing taxes, and categorizing taxes for the 2013-14 Fiscal Year.

MOVED (WHEELER), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-684.

7.10 Abatement authorization: Request for Council authorization to abate weeds at property located at 1945 Fifth Street, Columbia City, under the ownership of Leroy Ellis Sr. Revocable Living Trust, further described as Tax Lot 51128-AC-02208.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO AUTHORIZE THE ABATEMENT OF WEEDS AT 1945 FIFTH STREET.

7.11 Administrator Performance Evaluation: Discussion of process for conducting performance evaluation for the City Administrator/Recorder.

Council Wheeler offered to distribute a proposal for conducting the performance evaluation prior to the next meeting.

7.12 Exception Permit: Application for Exception Permit for Recreational Vehicle, Boat or Trailer Storage in right-of-way as submitted by Ray O'Hara and Linda O'Hara of 650 "A" Street.

Councilor Fitzgibbons said she visited the site and it looks like the trailer is parked upon their own private property. Council Wheeler said it is sitting on undeveloped right-of-way.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO APPROVE THE EXCEPTION PERMIT.

7.13 Council Bill No. 13-685; Ordinance No. 13-676-O: An Ordinance amending Ordinance No. 504, regulating vehicular and pedestrian traffic and providing penalties for violation thereof; declaring an emergency.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO DECLARE AN EMERGENCY.

MOVED (MARSON), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-685 WITH THE EMERGENCY CLAUSE.

AGENDA ITEM 8

OTHER BUSINESS:

Public Works update: Micah said the crew has been working on removing a tree stump near the Veterans Park.

Council Bill No. 13-686; Resolution No. 13-1090-R: A Resolution to temporarily reduce the City of St. Helens' portion of the Sewer System Development Charges applicable to development within the City of Columbia City as established by Ordinance No. 08-648-O.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-686.

City Committees: It was the consensus of the Council that the Water Committee and Sewer Committee be combined into one committee, and that Councilors Fromm and Marson each serve on the Committee.

The Council discussed the idea of a Code Enforcement Committee. After a lengthy discussion, it was the consensus of the Council that it would be best to not create a Code Enforcement Committee at this time.

West Oregon Wood Products: Mike Knobel of West Oregon Wood Products said they continue to implement dust mitigation efforts. He said they recently purchased a new buffalo mister, they are using a water tank to keep dust down, they have their own street sweeper, and they have secured the piles of sawdust with tarps.

Public Works Gator: Shannon suggested that the Public Works Department could use a gator, especially in the parks.

AGENDA ITEM 9

ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 7:06 p.m.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder