



Harrisburg City Council Minutes July 25, 2018

The Harrisburg City Council met on this date at the hour of 6:30pm, at the Harrisburg Senior Center, located at 354 Smith St. Presiding was Mayor Robert Duncan. Also present were as follows:

- Kimberly Downey
- Mike Caughey
- Robert Boese
- Sarah Puls
- Adam Keaton
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Public Works Director Chuck Scholz
- Finance Officer Tim Gaines

The matter of Approving the Consent List.

- Caughey **motioned to approve the consent list, and was seconded** by Downey. **The City Council then voted unanimously to approve the Consent List. The adoption of the Consent List approved the following actions:**
 - **The Payment of the June 2018 Bills**
 - **The Minutes of May 9, May 21, and June 12, 2018**

The matter of a Discussion with Other Agencies

- Sergeant Greg Klein was present this evening, and handed out a list of the acronyms that are used on the deputy reports. They can help Council when they review the reports. **(Please see Addendum No. 1)** He reviewed the previous months report with Council.

Mayor Duncan asked if there was anything that stood out in the last month; Sergeant Klein told him no. There are several suggestions he has for the 4th of July, but he did want to specifically note that the follow-up on the person with the gun from the Skate Park does take some time; he will follow up with the District Attorney on that case. Downey was looking forward to meeting Michael Mattingly; we'll be talking about the National Night Out later on in this meeting. Sergeant Klein was meeting with him the next day; he'll have Mike call her tomorrow. Keaton noted that he saw deputies at the Linn County Fair; they are always really busy. He wanted to thank them for coming out to take care of things when they had problems at his booth. Sergeant Klein said that he would check back in with staff tomorrow.

The matter of Hearing Final Objections in Relation to the Burton St. Improvement Project, and Approving Ordinance No. 962, “AN ORDINANCE TO LEVY ASSESSMENTS AGAINST CERTAIN PROPERTIES FOR PEDESTRIAN IMPROVEMENTS ON BURTON STREET EAST OF 9TH STREET, AND DECLARING AN EMERGENCY.”

Staff Report: Eldridge told the City Council that this was the final step in the Burton St. Improvement Project. The costs were much less than anticipated, so the final bill for each of the 8 property owners came to \$1,978. If a property owner wants to set up installment payments, the monthly charge would be \$22.97. The interest rate for the improvement district, based on today's prime rate, is 7%. The installment loans are for ten years. Property owners have the choices of either entering into the installment loan agreement with the City, or they can pay the entire amount owing within 30 days. Notices were sent to all the property owners, but as Council can see, nobody came this evening. Following this meeting, certified notification to each of the property owners would be sent out. She also noted that it was unusual to have a sale in the middle of the project, but Council will see that in the ordinance, that the Walsh property has changed hands. We are required to use what the assessor has listed, so notice was sent to both the buyer, and the seller. Walsh will be paying for this improvement. Sutton's property has also sold; they will be paying soon as well.

- Caughey **motioned to approve Ordinance No. 962, “AN ORDINANCE TO LEVY ASSESSMENTS AGAINST CERTAIN PROPERTIES FOR PEDESTRIAN IMPROVEMENTS ON BURTON STREET EAST OF 9TH STREET, AND DECLARING AN EMERGENCY”**, and was **seconded** by Downey. **The City Council then voted unanimously to approve Ordinance No. 962, and thereby finalizing the Burton St. Improvement Project.**

The matter of Approving Ordinance No. 963, “AN ORDINANCE TO LEVY NUISANCE ASSESSMENTS AGAINST REAL PROPERTY IN THE CITY OF HARRISBURG.”

Staff Report: Eldridge noted that this was a standard procedure, and that that this month, we had two different abatement notices going out. She went over the procedures involved in this process, and at what steps the person can protest against the process. A lot of the properties that Council will see in the abatement process are vacant properties.

- Downey **motioned to approve Ordinance No. 963, “AN ORDINANCE TO LEVY NUISANCE ASSESSMENTS AGAINST REAL PROPERTY IN THE CITY OF HARRISBURG.”**, and was **seconded** by Puls. **The City Council then voted unanimously to approve Ordinance No. 963, and thereby placing two abatement properties on the City lien docket.**

The matter of Approving a Resolution Requesting that ODOT Award an SCA Grant to the City for a Street and Sidewalk Improvement Project on Smith Street Between 2nd & 3rd Streets.

Staff Report: Scholz said that he didn't have anything to add to his report.

- Latta said that when we received the SCA Grant for Moore St., the amount awarded was up to \$50,000. The state had only allocated \$1 million for cities under 5,000 in population. This year, the 2017 legislation increased the amount to \$5 million, and the grant was increased to \$100,000. In 2019, the rest of the downtown improvements will be started. We are asking for the SCA Grant in the hopes that it can offset some of the

funds that were budgeted for in the HRA. Smith St. is one of the streets that are in the worst condition, so we thought it would be a good candidate. In the graphic that was included with the report, he did want to point out that the storm sewer line is marked at 12'; it's actually only 12".

- Downey **motioned to approve Resolution NO. 1200, "A RESOLUTION INDICATING THE CITY OF HARRISBURG'S INTEREST IN A SPECIAL CITY ALLOTMENT GRANT AND ITS WILLINGNESS TO WORK COOPERATIVELY WITH THE OREGON DEPARTMENT OF TRANSPORTATION TO FULFILL THE OBJECTIVES OF THE GRANT."** She was **seconded** by Caughey. Downey then realized that we should probably amend the application to approve the change to the graphic, from 12' to 12" for the storm sewer. Downey **motioned to approve that change, and was seconded** by Caughey. **The City Council then voted unanimously to approve Resolution No. 1200, allowing the application of the SCA Grant to be applied for, as well as allowing for the change in the graphic to reflect the correct depth of 12" for the storm sewer line.**

The matter of Considering Support for the Willamette Country Music Festival (WCMF) to be Located on Property East of Harrisburg near Interstate 5

Applicant Presentation: John Langdon told the City Council that the farmer whose property the current festival is held on is a cousin. He doesn't want to hold the event there any longer. Over the last ten years, as they've improved the operation, they realized that a location like the Langdon's had would be better. ODOT agrees with that as well. He and his brother Tony talked about it, and they wanted to keep the event in this area, because of the huge amount of profit that is generated from the event that goes to churches, and booster clubs, etc. The property owners, by the way, do not see any kind of a profit, or charge for the event to be held there.

- Tony Langdon agreed, and said that the Harrisburg Booster Club makes a huge amount of money from selling water for everyone's pools, and RV's. He's not sure how much Central Linn made this last year, but he thinks it's around \$40,000. That's a huge injection of cash to our school systems. Their goal is to try to move the WCMF to their property outside of Harrisburg, so that they can keep it in this area. That way our schools and groups like the Harrisburg Christian Church, can continue to keep their funds raised.
- John Langdon added that there is a lot of money involved in picking up garbage too.
- Tony Langdon added that he spoke with the coach at the school. He said that whether it's \$30,000 or \$40,000 that the school makes; it would be hard for them to get by now without it. There are programs that they've built, and are continuing to build, with the funds raised by this program. The community wants it, as does business owners. They are asking for the City Council to support it as well. It's outside of the City, about a mile to the east side of Interstate 5; but that's still close to Harrisburg. It does generate a lot of traffic; likely not as much as the 4th of July does, but still far more than normal.
- John Langdon said that the Dari Mart in Brownsville does a lot of business during this event. The traffic might be overwhelming, but it provides good, consistent business. It's the biggest weekend of the year for some restaurants, for churches, the fire department,

the booster club, etc. He estimates that the music festival could infuse \$300,000 into the community. The Central Linn Fire Department currently makes \$30,000 at their breakfast, and the Brownsville area makes a lot of money from people, from outside the area. Traffic might still be a bit of an issue.

- Mayor Duncan wanted to make a full disclosure, that even though it's not our jurisdiction that his wife does work for Bi-Mart.
- Tony Langdon said that they (WCMF) are planning on utilizing the overpass over the Brownsville exit, which would be the main entrance/exit, while ours (Diamond Hill) would be for emergency use only. They might change that.
- John Langdon said that the WCMF has been doing this for ten years now. This would move it six miles to a better location. The company running the event is very experienced, with minimum problems. He'd like to throw out kudos to the community on that.
- Mayor Duncan thought that with the traffic, that this location would be better.
- John Langdon said that Hwy 228 is wind-y and dangerous. But out here, you have long straight stretches. Their traffic people are excited at minimizing traffic. That way over there, there is only one way in, and one way out. For emergency services, it would be better.
- Mike Hurd, also in the audience, said that he agrees its better access, and he thinks it will improve it. He doesn't know if the fire department officers would feel that the emergency access is more ideal than what they have now.
- Tony Langdon said that he had talked with the fire chief, etc., and with an event like this that improves things for the community that he didn't think anyone would be opposed to this idea.
- John Langdon added that Brownsville, Coburg, and Harrisburg have all been mentioned. It's not overly taxing the resources of the area. The WCMF has been doing this for ten years.
- Caughey asked if Chief Griffith at the Harrisburg Fire District was on board with the plan.
- John Langdon told him yes. He wants to be in on the planning of the event, and work with the other partners in the WCMF, and they want him too. Harrisburg has participated for ten years. There's just a little bit of a shift with more responsibility on the district, but it's not too much. This would actually be a better location for fire danger, because there is dirt all around, rather than the event being in the hills.
- Tony Langdon added that it would provide a better fire break, because there is more distance between us and the foothills. At the Bi-Mart Music Festival in Lebanon, the fire department there has a primary responsibility for the Emergency Medical Services and equipment out there, while our local fire districts provide more support, and hopefully generate income.
- Mike Hurd said that they get a truck and a crew. They work a 12-hour shift out of the 4 days of festival. We all split into 12-hour shifts. Junction City, Halsey, Harrisburg and Linn County Rural Fire District split those up.
- Tony Langdon said that they'd talked to Chief Griffith right after breakfast on the 4th of July, and he was understandably not enthused about adding another breakfast to their

schedule. Remember, we are not getting compensation from WCMF. The ones making money from this are the schools, churches, and nonprofit groups.

- John Langdon said yes, it would be more responsibility for our district, but it wouldn't be affecting their resources as much.
- Caughey said if Chief Griffith is happy, then so is he.
- Mayor Duncan asked what they wanted from the City.
- John Langdon said that they just wanted the City to show their support to the County. We'd like a letter of support to the County Commissioners. Our goal is to have the festival here for multiple years, and every year, they hope it benefits the community more.
- Latta said that he mentioned this in the agenda bill, but does the Council want him to prepare a resolution? If so, we can do that for the first meeting in August.
- Keaton thought it makes a lot of more sense, for how the roads would be accessed.
- John Langdon said that they had support from the neighbors so far. There are only a handful of farmers, like the Bowers and Estergards, who have properties right next to theirs. Farmers can plan for that week, and have their own safety equipment there. The traffic would be better for them than what is right now. The Harrisburg Booster Club is selling water, and they could sell even more at this location.
- Keaton had never been to the WCMF, and he's not certain of where their property is.
- John Langdon said that the map is a little off; we own the property next to what is on the map. He thinks some tax lots have been confused on that map.
- Latta said it's the map that the WCMF director gave him. So the property to the far east is it.
- Tony Langdon said we have 386 acres there.
- Keaton said then they are a mile from the freeway.
- John Langdon said that there are a lot of people, including those in Harrisburg, who don't even know this event is here.
- Downey said that when she went to Brownsville, she was shocked at the numbers there. The stage is massive, and she had no idea of the numbers involved.
- John Langdon said people just love the festival, and they really spend money there.
- Mayor Duncan said that Harrisburg is just the best and most wonderful place, because of people like you who try to do things for the community. He's been here for 24 years, and there is hardly a meeting that goes by, in which he doesn't become more impressed with the people who are in Harrisburg.
- John Langdon added that he and Chief Griffith had talked about the Fire Department in the Harrisburg District. When they have a fire event, there are often farmer's water trucks on the scene. That doesn't happen in a lot of other regions.
- Mike Hurd agreed, and said that the farmers are really sweet, and very helpful. Not only do they do that, but they help work on our fire trucks in their shops. They bring them water at fire events, and are really helpful.
- Downey said that she works for farmers, so she knows what he's talking about.
- John Langdon said that as a farmer, if you see a plume, you know it doesn't belong there. Their water truck has been one of the main ones helping to serve the kids.

- Mayor Duncan said that Harrisburg is just an amazing place to live. We are surrounded by wonderful people.
- Keaton then **motioned to direct staff to write a supporting resolution in support of the Willamette Country Music Festival being in Harrisburg. He was seconded** by both Downey and Puls. **The City Council then voted unanimously to approve staff write a resolution. That resolution will be brought back to Council at the next meeting, being held on August 14, 2018.**

The matter of Hosting a National Night Out Event on August 7, 2018

Staff Report: Latta noted that he had already reached out to the Neighborhood Watch group, several months ago; they did want to have this event again. He wants to make certain that Council is still willing to spend money on this event. The budget comes from community and economic development, which is where our business license revenue goes. The food will cost about \$450, and the band, if you want one, will add an additional couple of hundred. \$700 seems in line to him. He talked with the band who played last night; and they are willing to come back, although he'd prefer to go with one that hasn't just played. He's reached out to LCSO, and will also contact the HART Community Resource Center, the School District, and the Fire District.

- Downey asked if this was on the calendar, for Tuesday night?
- Latta told her it would be next week's concert. We would hold a pot luck barbeque, in which people could bring a commercially purchased prepacked food or drink. The city would provide hot dogs and hamburgers. He was sure he could get a band for about \$300, which is cheap; most of the time the bands are \$500 to \$500.
- Downey liked Tuesdays, because everyone was used to that schedule with the July concerts; but he would really need to market it on the reader board, etc.
- Latta said that he would create a Facebook page, and that would help get people down.
- Puls reminded him that he would need a food permit, and to be careful with the potluck offerings.
- ***Council Consensus was to hold National Night Out on August 7, 2018, and to provide a band for that evening.***
- Keaton was ok with the Tuesday night, but one thought he had was that perhaps it might work out well with the Friday night movies, rather than the Tuesday night, since the movies are a pre-existing event night.
- Latta said that it's a National event, so it needs to be held on a specific date. We lose the camaraderie by moving it from that date. He thought the concerts leading up to this were pre-existing ones, so it should lead well into another Tuesday night, even if it wasn't on the schedule.

The matter of a General Update of City Projects and Issues

Staff Report: Latta said that he would briefly touch upon some of these as they are laid out in report form. Caughey had asked for some updates on city projects. He's happy to answer questions, if council had questions about anything else.

Railroad Issue: Latta said he would talk about the BUILD grant later, but we haven't forced litigation yet. Peter DeFazio meets on an every other week basis with the CEO of Burlington Northern, so he was willing to meet with us. Latta believed we might be able to get some resolution on that. Mayor Duncan asked if we had charged the railroad when they broke our water line, and Scholz told him that we had. Mayor Duncan asked if the brown water he was getting could have been a ramification of that, but Scholz told him no, it couldn't have been. Scholz said that we suspended the bill, with the litigation pending on the overall repair of the street; it was \$550 for that. Latta said that's a legal strategy too. We don't want to have them pay us \$500, and then have them say, hey, you were ok with the payment of \$500, only to find ourselves out \$1 million in street repairs. Hopefully, we will get resolution on that soon.

Smith Street Rebuild Project: Scholz said that we are working with the City engineer and had just had a walk through with him on the street scape plans. Our plan is to go to bid at the end of the year. In October, we plan on seeing the revision sheets, so we can finalize the plans on it. Latta added that Smith St. will be more pedestrian friendly when it's completed, while in comparison, Moore St. is more utilitarian. Bulb intersections on Smith St. will make it friendlier, with a 28' opening from curb to curb. It's more than wide enough for vehicles and will be more comfortable for pedestrians. That will go from 1st to 2nd, and the next phase, from 2nd to 3rd. Boese asked where it will end in relation to Hwy 99? Does the project end where it comes to Hwy 99? Scholz told him it will include the ADA ramps on the corner of Smith & 3rd St's and will include the rapid flash beacon on the north side of the intersection. ADA ramps will be placed on all four corners. The asphalt will be done to the middle of the lane. Mayor Duncan asked why the cross walk would be moved to the north side of the intersection and was told it's because the buildings sit farther back. Keaton asked if we could do something about the left hand turn there, but Scholz said that we can't put up a safety median in that location. He had pointed out all the benefits to having turns in both directions, at the NW Transportation Conference he attended. Engineers don't want that.

Latta added that he spoke with Jenna Burman today, who knew a person in ODOT, and asked if we had an idea for the safe routes to school grant. She asked if we had any concerns about getting a RRFB at Smith, Kesling, and LaSalle Streets; he told her that yes, all three, would be great locations for that. She thought it would put us at the top of the list for ODOT, because it's one of her top projects that she has; he told her that we would give her all the support she needs for those. There is a 20% match, but as it's their grant, they will pay for all of that. We are happy to have them do that. We will still want to turn in both directions, so there will likely be a fight over that, but we will still fight them, as that is our preference. Keaton said it was a big topic in the CWACT meetings; he's been getting five or six emails in the last week. Latta said that this is the first time in several years that ODOT has had the funding for it. The school is doing their own project too.

Water System Project: Gaines said that he had spoken with Matt Donahue who said that he monitored the interest rates on a daily basis. He said that we were buffered at .75%. Latta added that he gives us regular reports on that. We don't want to assess tax payers this year; and we'll wait as long as we can to start selling them. He reminded them that he told them from

the beginning that this takes a while to get going. We need patience from the citizens on when they will start seeing something.

Nixon Property: Eldridge reiterated what was shown in the agenda. The Guild hopes to meet with Jean Nixon in the future, although we've heard that her health hasn't been good lately.

Justice Center Remodel: Scholz said that the building is from 1945, and in the demolition, we've found some mistakes that they've made in the past. There have been additions over the years; with each wall we remove, we find something new we weren't expecting. For instance, the original plans show a beam in one location, and there isn't one there. It's been slowing down the process. It's nothing we can't fix, but because they were unexpected, each one adds to the timeframe. Latta added that he knows we all want to get out of this room in the senior center, so we are working towards that goal. Puls asked how we were with the budget? Scholz wasn't sure. We found some things that we don't need to do, which saves money, and we'll have a better idea as we continue with the demolition over the next couple of weeks. We should be getting construction documents soon, and we're doing it as a design/build concept.

Poplar Plantation Re-plant/Repair: Scholz said that the plantation had massive damage, and it takes time for the repair. This summer, we are moving along relatively well. The Eugene facility was heavily damaged also; they lost 4 times what we did. However, they paid a company to come in and plant everything. It was really almost unheard of, with only two facilities being damaged during that storm. Latta added that the poplar tree methodology for wastewater facilities is still relatively young; we just got the short end of the straw. Keaton asked about the short staffing he's had with this project, and Scholz told him that he's been working mornings in the plantation, because we haven't replaced Don yet, and Matt is in the Justice Center. We will get done what we get done.

Pacific NW Marathon: Latta said that he met with David Cragun, who has already spent the \$10,000 we got in the grant for advertising across the state. He's been placing ads on billboards, and advertising with other races too. The Portland Marathon is now shelved, and therefore, the marathons numbers are way up; double over the original projections. Over 500 have registered already for the marathon, 300 for the ½ marathon, and another few hundred for the 5K. Cragun is very happy with the numbers. The event will be held on Saturday, September 18th. It will always be held on the 3rd Saturday of September.

Other PW Projects of Note: Scholz didn't have anything to add to these; Mayor Duncan said that the EPA Federal Database sounded pretty cool! Scholz said it was really a test run. We were one of the first minor permit holders to have our data in there. Mayor Duncan said that he thought that was great.

General Election Progress: Eldridge noted that only one person has picked up a packet so far. Downey said it was hard to remember to come in to pick them up, as they used to have them brought to them. However, Eldridge noted that we had discovered that we couldn't do that,

because it could be deemed an unfair advantage. She can bring them to each of the meetings, to offer to anyone, but couldn't actually provide them unasked to the incumbents.

Others:

- Latta said that in relation to the Safe Routes to School project, we would like to install sidewalks on the west side of the road on 9th. A nice thing about the grant, is that any money applied to a project in the past year in relation to safe routes is eligible to be used as a match. The city removed the raised crosswalks on Diamond Hill and installed the RRFB in its place. That can be used as part of the match for the grant request.
- Latta added that we had a meeting in Halsey last night, that kicked off the RAIN Linn-Benton Collaborative efforts. Our representative, Corey Wright, has already identified 14 entrepreneurs, and has called them out to meet with 6 mentors, that can help them.
- Latta also noted that the BUILD grant was due last Thursday, and until his family emergency, we were making really good progress and had put a lot of effort into it. As you know, we were unable to submit it. He had gotten support from federal legislators, and lots of things came together on that. The engineer got plans for him later than he wanted, and there were also issues with the submission process, but all is not lost. The money sent on engineers will go towards the grant next year, when we'll be able to apply again. He really wanted to get it done.
- Mayor Duncan said that he's been speaking with Randy Klemm, who has agreed to come on board the City Council.
- Caughey wanted to thank staff for what they do. He especially wanted to thank Scholz, because he knows that we are working on multiple projects; and some of these are unusual, so he appreciates the work on those, and for keeping us on board with everything.
- Scholz said that he's had projects going in every direction. We are adding more with the HRA, and with the water bond; we have years and years of projects ahead of us. We will have construction in the spring for years, nonstop in the future. He was proudest of being an outstanding performer with the state, especially when Caughey had asked previously why we weren't.
- Keaton asked about the homes being built on Sommerville Loop.
- Latta told him those are independent builders out there, with a few partitions. The developer who was looking at a large project on Sommerville Loop got cold feet on the wetlands issue. He feels that the realtor didn't know what they were talking about. He told them that he would be the only one who would notify the state, if we thought that there were wetlands there, and there aren't any there. The developer walked away from the offer. This developer does some weird stuff, so that's ok. David LaBar has gotten a new agent, who he believes will better serve him. He's selling at the right price, so it's a matter of getting the right people involved. It's 7.5 acres, with half being R-2, and the other half R-1. The blend will probably provide 50 to 60 homes. He thinks he is selling it for somewhere between \$500,000 and \$700,000.

With no further business to discuss, the City Council meeting adjourned at the hour of 7:55PM.

Mayor

City Recorder

ACRONYM=Monthly Report **Key**

ATL= Attempt to Locate

AOA = Agency Other Assist

BOLO= Be on the Lookout

C4= Code 4

CTA= Cite to Appear

DWS= Driving While Suspended

DCS=Delivery of a Controlled Substance

FTA= Fail to Appear

FTO=Fail to Obey

FTP= (Fail to Purchase License) Dog

MIP= Minor In Possession

NO OPS= No operator's license

NI= No Insurance

NFA= No Further Action

OLN=Oregon License Number

PCS= Possession of a Controlled Substance

RAL= Dog (Running at Large)

TCD=Traffic Control Device

UTL= Unable to Locate

W/O= without