



Harrisburg City Council Work Session Minutes October 23, 2018

The Harrisburg City Council met on this date at the Harrisburg Senior Center, located at 354 Smith St., at the hour of 6:40pm. Presiding was Mayor Bobby Duncan. Also present were as follows:

- Adam Keaton
- Randy Klemm, arrived at 6:45 pm
- Charlotte Thomas
- Youth Advisor Spencer Tucker
- City Administrator Brian Latta
- PW Director Chuck Scholz

Absent were Councilors Rob Boese and Mike Caughey; City Recorder Michele Eldridge was on vacation.

Concerned citizen(s) in the audience: None were present

The matter of a Discussion(s) with Other Agencies

Linn County Sheriff Office Report: Lt. Michelle Duncan presented the monthly report for September 2018. Council asked about vandalism and theft at the Booster's concession booth at the High School, and asked for extra patrol in the area. Duncan said they would put extra patrol in the area. Latta asked for additional truck enforcement on Hwy 99E for trucks parking in the turning lane while the driver exits the truck to go and get food from the convenient stores and restaurants. Councilor Downey thanked Sheriff Yon for his exceptional staff, and asked them to see if Detective Harmon received her tip regarding Swamp Mountain Doe.

The matter of Discussing a Code of Conduct Policy for the Public in City Buildings

Council Discussion: Downey suggested the age for unattended children in city buildings be increased to perhaps 10 years old. Councilor Thomas disagreed. The Council decided to keep the age for unattended children as proposed.

- Keaton **motioned to direct City staff to present the draft Code of Conduct policy to the Library Board for their consideration and comment at the November Library Board meeting. The motion was seconded by Downey. Council voted unanimously to approve the motion.**

- Keaton **motioned further to direct City staff to prepare a resolution creating the Council Policy regarding the Code of Conduct for the public in City buildings for City Council's consideration at the December 11, 2018 meeting. The motion was seconded by Thomas. Council voted unanimously to approve the motion.**

The matter of Discussing the Process of Selecting Planning Commissioners from the Candidates to Fill the Three Vacancies on the Commission

Staff Report: Latta noted the City advertised the openings on the Commission and received two applications for the three positions. The Council directed staff to keep the recruitment open for an additional week or two. In the event the City receives more than three applications, the Council directed Latta to solicit the Council regarding an interview process for non-incumbent candidates. If there are only three candidates, City staff can simply bring the three applications to the Council for appointment.

The matter of Discussing Whether to Consider Ordinance Revisions Regarding the Number of Dogs per Residence, Expanding the Definition of Junk, and/or Reviewing Fees for Nuisance Violations

Staff Report: Latta explained the progress being made with the City's Code Enforcement program and how it interfaces with the City's Municipal Court. The Council is concerned about being overly aggressive with our code enforcement program, and is happy to hear that most enforcement is complaint based. The Council discussed the number of dogs and decided it is most important to regulate the nuisances dogs can create instead of regulating the number of dogs per residence. The Council decided to consider expanding the definition of junk, and review the fees for nuisance violations.

- Thomas **motioned to direct staff to prepare draft ordinances and/or other materials for the Council to consider at a future work session regarding: expanding the definition of Junk; and, revising fees for code enforcement actions. The motion was seconded by Downey. Council voted unanimously to approve the motion.**

Others:

Latta read an email he received from the City of Monroe regarding a request for personnel assistance from our Public Works crew on a temporary basis. The Council agreed that they would be willing to provide assistance, as long as the City is able to accomplish its own work, and any liability issues are covered. Latta also discussed the hiring of a new Public Works Utility I employee and two new Library On-call Employees.

With no further business to discuss for Council, the meeting was adjourned at the hour of 7:45 pm.

Mayor

City Recorder