



## Harrisburg City Council Work Session Minutes January 22, 2019

The Harrisburg City Council met on this date in a regularly scheduled work session, at the hour of 6:35pm, at the Harrisburg Senior Center, located at 354 Smith St. Presiding was Mayor Robert Duncan. Also present were as follows:

- Kimberly Downey
- Mike Caughey
- Adam Keaton
- Randy Klemm
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Public Works Director Chuck Scholz
- Utility Billing Supervisor/Code Enforcement/Municipal Court Clerk Lori Ross

Absent this evening were Councilors Robert Boese, Charlotte Thomas, and Youth Advisor Spencer Tucker.

Concerned citizen(s) in the audience. Everyone present were for items on the agenda.

### The matter of a Discussion(s) with Other Agencies.

- Sergeant Greg Klein was present, and reviewed the report for the month of December. He noted that citations in January were up.
- Downey asked if those were being processed in our Municipal Court now.
- Ross told her that yes, they are. There are a few kinks we are still working on.
- Sergeant Klein agreed, but said that Lori is doing a great job with getting all the glitches worked out before we really get going.
- Klemm asked about how often LCSO (Linn County Sheriff's Office) get's called to assist other law agencies; does it happen often?
- Sergeant Klein told him that on occasion, we do. It's typically in response to crashes, or sometimes an assist, when a neighboring location like Junction City, has something happen, and are short handed (as they are now.) He added that we will have a new deputy who will be joining our south county crew soon.

- Latta said that yes; his name is Deputy Marion Kaftanchikov. He spoke with him, as he is from Mt. Angel, and knows what it's like to work in a small City. He's a nice guy, with a good head on his shoulders.

#### The matter of Discussing Proposed Amendments to HMC Title 10 – Vehicles and Traffic

**Staff Report:** Latta explained that in the past we have always enforced the vehicle code, and over time we've developed an ongoing list of amendments to help bring clarity and consistency to the chapter.

Lori Ross, the Code Enforcement Officer for the City, outlined the comments that identified the changes made in the code amendments. Downey had some concerns about the timeframe of 24 hours being used instead of 48 hours. Somebody with a broken down car is already having a bad day, and if you can't make it back to try to repair, or change a tire within 24 hours, it would be pretty bad to be cited. Scholz didn't agree, due to having issues with utility lines, or other emergencies, and needing to have a vehicle removed. He felt it needed to stay at 24 hours. Council discussed this briefly, but Sergeant Klein, who was still present, noted that once the county has added their notice to the vehicle, there is another 24 hour period that is applied; therefore, the 48 hours is pretty built in automatically. Sometimes too, with Harrisburg's location, they may not even be down here to place the tag on the vehicle, before 24 hours is up.....that would make the time frame even longer.

Both Ross and Sergeant Klein noted that they try to locate the owners, and talk with them, to find out what's going on as part of the process. Ross described a recent incident, and how they worked with the vehicle owner. It's not like they are automatically dinging someone. Scholz realized that he could likely declare an emergency, if someone were parked on top of a manhole they needed to access to during a sewer line break, for example, which would allow them to immediately have it moved. (That is addressed elsewhere in the Municipal Code) The Council also discussed the timeframe on abandoned vs. inoperable vehicles, as well as the code in relation to vehicles parked facing the wrong direction on the road. Downey noted that she's willing to let the ordinance be changed to 24 hours for now, but if she gets one complaint from citizens, then she will ask to have that changed. ***Council Consensus was to allow the changes in the traffic code as amended by staff.*** Latta said that he would revise the ordinance, and would return with it at the February business meeting.

#### The matter of Discussing the City's Draft Five Year Strategic Plan for 2019-2023

**Staff Report:** Latta noted that the Council has had the plan for the last month or so, so he would like the Council to now identify what their priorities for the coming fiscal year are.

Downey commented that she had talked about this with a number of citizens; one of the main things that they said they wanted to see was a street dance coming back. Harrisburg used to have them, and people missed that sense of community. She thought we could incorporate one with the concert series. Mayor Duncan then had the Councilors identify their top priorities down the line, starting with Keaton. He stated that he felt in Public Safety, goal 2, objective 10 and 11 were most important. He also wanted Economic Development, goal 1, objective 13. Scholz noted that in reality, objectives 11 and 12 were inter-related to each other. While the construction of these would be separate, a lot of the design work would apply to both projects. Part of the challenge the City has, is obtaining the depth we need for sewer lines in the City. The City can't look at the 4<sup>th</sup> Street project, without looking at 5<sup>th</sup> street, and both objectives 11 and 12.

Caughey liked 10, 11, and under economic development, goal 1, promoting a business friendly environment. He also liked 5, 6, and 7. Ultimately he felt goals 10, 11, 13 and 7 were most important. He was also enthused that the franchise agreement for the railroad would be re-negotiated in the next year or two. City Council had a brief discussion about being sure to bring back crime prevention awareness; staff spoke briefly about the person who was supposed to be

assisting in crime awareness. We needed them to engage the community, which they haven't done thus far with the new deputy that they had hired.

Downey also didn't want the City to forget Parks; 4 was one of her priorities. We are focusing on a lot of other things, and we've worked too hard on that to let it slide. Obviously crime was another of her areas of interest, in 9. Also 6 was of concern, because it costs so much to repair the streets. Klemm brought up water treatment being one of his top concerns, 10, with number two being economic development, and 13 being extremely important. He also wants to emphasize parks as well, because he wanted the youth in our communities to have something they can engage with. We have tennis courts, a skatepark, and a small basketball court, but he would like more. Latta noted that he would send the conceptual plans to him, from the community meetings we held in relation to the 100-acre park. The City doesn't have any parks programming, but we do want to encourage and maintain the parks we have, in order to allow people the ability to recreate in them. Klemm didn't think we needed to come up with the activities people would hold in the parks, but we could provide things in them, that maybe a youth group, like boys and girls clubs, could utilize. Latta said that it's something we can look at, for some of the things we have planned. One of those is a pavilion in the 100-acre park. That would allow us to add it to our facility rental program. If we had facilities outside of restrooms and playgrounds, we can add them to the facility rental programs.

Latta said then some of the main objectives we've talked about are 4, parks; 7, with streets, 10 with water treatment; 11 for the LaSalle St. pump station and piping, and finally, 13, with economic development. Keaton added to not forget crime prevention, 9. Latta said that some of these will continue to be important, without them being priorities; such as the TGM (Transportation Growth Management) grant and TSP (Transportation System Plan) update. Obviously 6 will be something we will continue to focus on; we knew that would be a challenge when we started it; but we have to do something better than the paltry sums the City was putting towards maintenance in the past. Keaton thought we should look at importance and urgency. Streets are super important; people don't want to move here, or start a business here, if they can't drive on the streets. But the urgency of that sewer line crossing the rail lines, and getting a secondary line, also really concerns him. Council and Scholz talked about that project for a while, and the fact that the City is close to having the funds in the sewer reserve fund to pay for that secondary sewer line, and what that project will include. Only after that project is complete will the main line be able to be slip lined. When asked, Scholz said that the sewer line really is the most urgent item on his list. He suggested that Council not worry about the water treatment facility, because the work on the water master plan, and the design work/construction of the water treatment facility and everything else in relation to the water bond will automatically continue forward. He explained the process of approval by the state of the water master plan, and the other projects that will be completed in relation to the water bond. Several council members agreed with his reasoning, and agreed that we can remove objective 10 from the priority list.

Klemm asked Latta about where our discussion in relation to the SDC (System Development Charges) program should be, especially relative to the completion of some of these improvements we have planned. Latta reminded Council that we can't use SDC's for maintenance of streets. He related that the City plans on revising the Capital Improvement Plan (CIP) and SDC's on a case by case fund basis, related to those specific master plans. For instance, the Water master plan allows us to revise the CIP water projects, and therefore, the water SDC's. If we receive the TGM grant, it will allow us to update the TSP, and street SDC's can be updated at that time. Klemm asked where the street maintenance funds came from, and Latta told him generally from gas tax, and general fund transfers. He and Eldridge are working on the evaluation of City services, to determine where else we might be able to come up with the needed funds for street maintenance.

Latta then summarized, that what he has as the priorities for the next fiscal year, are as follows:

- **Objectives 4 (Parks – Great Neighborhoods)**
- **Objective 11 (Sewer – Public Safety)**
- **Objective 13 (SDC's/CIP - Economic Development)**
- **Objectives 6 & 7 combined (Streets – Great Neighborhoods) and**
- **Objective 9 (Crime Prevention – Public Safety)**

***Council consensus agreed with his summation.*** Latta noted he would bring the final document to the City Council for adoption at the February business meeting.

**Others:**

- Latta reminded everyone that the 24<sup>th</sup> is City day at the Capitol, and related dress code as being whatever you are comfortable in. In addition, he would have modified hours after February 11 for two weeks.

**The matter of Discussing Pending Litigation Against the City**

**An Executive Session under ORS 192.660(1)(2)(h): To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed, was opened at the hour of 8:04pm**

**The City Council exited the Executive Session at 8:22pm, and adjourned the meeting at that time.**

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**Mayor**

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**City Recorder**