



Harrisburg City Council Minutes April 9, 2019

The Harrisburg City Council met on this date at the Harrisburg Senior Center, located at 354 Smith St., at the hour of 6:32pm. Presiding was Council President, Mike Caughey. Also present were as follows:

- Kimberly Downey
- Robert Boese
- Adam Keaton (Arrived 6:54pm)
- Randy Klemm
- Charlotte Thomas (Arrived 6:35pm)
- Youth Advisor Spencer Tucker
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Public Works Director Chuck Scholz
- Finance Officer Tim Gaines

Absent this evening was Mayor Robert Duncan.

Concerned citizen(s) in the audience: Gloria McCleary, PO Box 452 in Harrisburg, was present, and said she had been here since 1972; she and all her kids had attended school in Harrisburg. She was concerned about the school budget, and wanted to participate in that discussion.

- Caughey explained that the school district is a separate taxing district from the City; therefore, we don't have anything to do with their budget. We are really happy that they were able to pass the bond. He further explained that in some cities, fire departments are part of the City, but in Harrisburg, they are a separate taxing district as well.
- McCleary told him that she was interested in doing fundraising for the kids, especially since they've lost a revenue stream. She is also interested in raising funds for the library.
- Anthony Bucher, of 971 Sommerville Loop, asked the Council if they might be willing to work with him in developing some land in Harrisburg. He is looking at land in the Priceboro Rd. area, that requires some infrastructure to be developed. It requires street, sidewalks, curbs and gutters. In his experience of developing other lots in the city, the costs of the infrastructure, along with the SDC's, etc., will cost him more than what the properties would sell for; a little too much for the market. The City has invested in other

infrastructure costs in the past; as an example, what they recently did in Burton St. He is part of the community, has developed homes here, and will continue to be part of the community in the future. He'd like to see if the Council might be willing to be involved in some kind of agreement with him that would allow him to have some of those infrastructure costs to be covered. He hoped maybe he could return to a work session with a proposal for Council.

- Latta told Council that what he has in mind is similar to a developer's agreement; or at least, he believes that is his understanding.
- Bucher told the City Council that the costs of the infrastructure are significant enough to make this project a go/no-go project.
- Latta said that he was curious about what specific infrastructure costs he was thinking about. Would Council be interested in hearing what the proposal was in the future? He doesn't know if the City can commit to a development agreement without an approved development, but it would benefit us to know the number of lots he thinks can be developed there.
- Bucher said yes, he would like to talk about some kind of proposal, to see if the Council is willing to talk with him about using something like SDC's to help him develop this parcel. This would provide a significant amount of development for a small investment.

Council said that they were amenable to looking at a proposal. Downey expressed some concern that she didn't want to agree to anything, without having an opportunity to first review any kind of proposal. She needed more information to commit. Klemm agreed with that. Latta suggested that if Bucher could provide a proposal in writing by Thursday or Friday of this week, then we could look at talking about it at the next work session on April 23. Bucher said that he would do that.

The matter of Approving the Consent List

- Thomas thanked Scholz for his good work on obtaining the DEQ letter for the TMDL.
- Scholz said that he sent the TMDL matrix along with a copy of the minutes, and that was accepted by them, as showing Council's support.
- Council thanked him for the work he had done on the TMDL project.
- Klemm **motioned to approve the consent list, and was seconded** by Thomas. **The City Council then voted unanimously to approve the consent list. The Adoption of the Consent List approved the following:**
 - 1. The Payment Approval Report for the month of March 2019**
 - 2. The minutes for March 12, and March 26, 2019.**
 - 3. The Out of State Travel for the Public Works Director to travel to Vancouver, WA for the Pacific Northwest Highway-Rail Conference.**
 - 4. The matter of the TMDL Matrix for Storm Water Protection of the Willamette River 2019-2024**

The matter of Hearing a Presentation on the Upcoming 2020 Census

Staff Report: Latta told the City Council that the representative for the 2020 census wasn't able to be here tonight after the presentation had been requested. He felt it was important for her to be present to explain what support was needed. Therefore, he suggested May 14th as the date to return to Council on this subject.

The matter of the Mayor Appointing Budget Committee Members to a Term Ending December 31, 2021.

Staff Report: Latta noted that he had contacted the City Attorney, who verified that in essence, the Council President was the Mayor pro-tem in his absence, as supported by the City Charter. Therefore, it was acceptable for the Council President to make the Budget Committee appointments in his place.

MAYORAL/COUNCIL PRESIDENT ACTION: *Caughey appointed Amanda Greene and Raande Loshbaugh to Serve on the Budget Committee for three year terms set to expire on December 31, 2021.*

The matter of Reviewing the City's 2nd Quarter Financial Report Document

Finance Officer Report: Gaines noted that on page 13, the Council could see that there was a credit here. This was due to the Burton St. assessments. Everyone but one homeowner, was able to pay off their assessment. He also pointed out on page 15, that we had miscoded a payment to the HFEA to development, rather than tourism. What you see here is the result of a transfer.

- Thomas asked for more information about what the bike fund was.
- Latta told her that we are required by state law to apply 1% of the gas tax we receive to bike uses. In this case, the City uses the funds for bike amenities, such as bike lanes, and sharrows on the road.
- Gaines added that we have to let the fund build up until it will cover a project adequately.
- Latta noted that could pay for something like the bike path we hope to install from S. 6th Street to the 100-acre park.

Klemm asked about the miscellaneous revenue he saw in the street fund, and was told by Scholz that was typically money received from turning in scrap metal. Thomas asked about whether we invest only on our own, or if we only use state funds for that. Latta said that we invest through a state investment pool. The City Council could choose to invest the money elsewhere, but it's conservative to use the local government investment pool. They asked if Gaines remembered the rate that we receive on that, but Gaines said that he didn't have it memorized. If they would like to call him in the office, he can determine that rate for them.

- Klemm **motioned to Approve the City's 2nd Quarter Financial Report for FY 2018-2019, and was seconded** by Downey. **The City Council then voted unanimously to approve the City's 2nd quarter financial report for Fy 2018-2019.**

The matter of Discussing the Expiring Contract with the LCSO, Proposed Rate Increase, and Other Potential Contracts

Staff Report: Latta reviewed in depth the materials presented in the Council agenda. He commented on each of the issues in which he had concerns. His proposals to address these concerns were to retain a unified contract with LCSO, but to negotiate with the other four cities a reasonable rate increase (3.58%) for 2019-2020 only, along with a recommendation to continue to pay the contracts on a quarterly basis, rather than annually/bi-annually as requested. Further, he is suggesting that we reduce our total hours contracted in order to pay for the increase, as well as to contract with a separate agency for additional traffic services. The limited in scope contract would only be a year, and would allow us to have enhanced traffic enforcement. This would be in addition to the 75 hours that we request from LCSO. He handed out an email (Please see Addendum No. 1) that he had received from Junction City Police Chief Bob Morris, in which he proposes traffic enforcement services on a two day per month basis for 8 hours, or the flexibility to instead offer four days at 4 hours per day, dependent upon the City's needs. This would cost the City \$52 an hour, which for one year, would cost \$9,984.

Caughey agreed with the suggestions, and with the idea of reducing the total number of hours on our contract, as well as contracting with the Junction City to do enhanced traffic patrols. Latta added that a concern that he also has, is that the Sheriff's Office is getting 3 streams of revenue from Harrisburg. They get the county taxes that are collected, the special levy that was approved, and the revenue from the City contract. He has a hard time justifying a quarter million for only 53 hours of traffic enforcement on average per month plus the other enhanced services. He noted that they provide good service, and we want to have a great relationship with them. But it's frustrating to try to work with them, and to have them come back such a high rate increase request. He added that while he has a quote from Junction City for traffic services, that the City Council could also go to a different town, such as Coburg.

Klemm and Thomas both liked his suggestions as well. Thomas thought the continuation of the 3.58% was totally fair, but what they were requesting in relation to the higher rate and the way they would like the payment to be made, is not. Keaton liked the Junction City contract suggestion. He thought we could start with 16 hours a month on a trial basis. We can see what the impact is after a few months. Latta noted that his long term goal is to stay with LCSO, and to get what we need from them. He is trying to be really sensitive about this, and make sure that we are up front with LCSO about what we are doing. We want to see them improve, but we also need the outcomes we have asked for. Downey was concerned about why the deputies can't make the 75 hours a month goal and wanted more information about that. She agreed that we shouldn't pay more than on a quarterly basis. She was still concerned about the 91 hours (75 plus 16) total, but Latta told her that's only if LCSO provides us with the 75 hours. They haven't been able to meet that goal for most of the months as shown on the tables he provided. Boese too, liked the idea of using Junction City. He wondered how LCSO came up with that 75 hour a month goal. If it's not realistic, then we should consider reducing it. He'd like to get the numbers right, so that we are working efficiently between ourselves, LCSO, and the Junction City police department. Boese also asked if we pay them on an incentive basis; is that something that is done at other cities? Thomas suggested that perhaps we should say that we can see that they are having a hard time meeting the 75 traffic hours a month goal. Maybe we could lower their hours to 55, and let them know that we are contracting with JCPD for 20 hours of traffic enforcement.

Latta summarized what he had from the lengthy discussion thus far. We are proposing a 3.58% increase, and will continue to pay them on a quarterly basis. He added that we will contract with JCPD, correct? *Council consensus was to allow the 3.58% increase, to continue to pay the contract on a quarterly basis, and yes, to contract with JCPD. That includes reducing total hours from 320 to 275, and traffic enforcement hours from 75 to 50 hours.* Latta will be in touch with them about the Junction City contract. He wasn't sure about tying the contract into performance numbers. It varies depending upon what kinds of calls they are getting. Council expressed some concern about how the deputies are being communicated with. Downey said that a few years ago, deputies came to her and asked why Council was upset with them. She cleared that up, as we weren't. She noted that we really love them all a lot, and she would certainly give her life for them if it came to that.

Others:

- Latta invited the City Council to the grand opening of Magnuson Dental on Thursday, June 6, from 4:00 to 7:00.
- Boese asked when the fire station would have their opening.
- Latta didn't think they had it on the calendar yet.

With no further business to discuss, Council adjourned at the hour of 7:53pm, to hold the HRA Board meeting.

Mayor

City Recorder

Brian Latta

From: Bob Morris <rmorris@ci.junction-city.or.us>
Sent: Thursday, April 04, 2019 4:16 PM
To: Brian Latta
Cc: Jason Knope
Subject: Re: Harrisburg Traffic Hours

Importance: High

Administrator Latta,

The Junction City Police Department is pleased to provide whatever assistance we can in order to help you better serve the citizens of Harrisburg. As I have made well known, the exponential benefits of leveraging economies of scale cannot be overstated. Moreover, as stewards of the operations of our respective municipalities, it is incumbent upon us as leaders to stretch the taxpayer dollars to their maximum to achieve the greatest value for our constituents.

Since our restructure, the Junction City Police department is uniquely positioned to provide a variety of functional law enforcement services to our community partners. Specifically, our organizational structure allows rapid, fluid, and nearly immediate “on-the-fly” adaptations to meet the needs of our partners. This agile characteristic allows us to provide services that are all but impossible from other law enforcement providers.

To this end the Junction City Police Department can easily accommodate your request to provide dedicated traffic enforcement services for your city on a two (2) day per month basis. While you have requested a patrol time of about four (4) to five (5) hours per day of patrol, I will offer you eight **(8) hours per day** of patrol services instead as I believe this quantity of hours will be far more productive for you; and, will give you the flexibility to perhaps to **four (4) days at four (4) hours per day (thereby doubling our presence)** of enforcement at four hours per day – but that would be set entirely at your discretion.

The following estimate covers all personnel, equipment, maintenance costs. Based upon sixteen (16) hours of services per month, the flat & fixed staffing rate would be:

\$ 52.00
 Hourly Rate
X
16 Total Hours per month

\$ 800.00
 Total per month
X
12 (Months)

\$ 9984.00
TOTAL ANNUAL COST

In addition, JCPD has established a great working relationship with Oregon Department of Transportation (ODOT) and though this relationship has been able to secure federal funding for dedicated Mobile Electronic Device (distracted driving), Seatbelt use, and DUII enforcement. For the past couple years, JCPD has secured roughly \$10,000 in such funds.

In preparation of this proposal I contacted ODOT and asked about the possibility of JCPD securing a like grant on behalf of your city. While no guarantees can be made since the application process does not open for until June, the ODOT representative felt confident that the odds of us securing this grant for your city are good. **It is important to note that the award of this grant would be premised on the existence of a formal agreement, as outlined above, for JCPD to provide dedicated traffic enforcement services for your community.** Presuming this grant was secured at the above estimated about, it would enable us to nearly double your investment dollars to help make your streets safer.

I look forward to your input. Please contact me with any additional questions you may have.

Thanks again for considering JCPD to provide help you your community; we are quite humbled and honored.

Bob Morris, Chief
JCPD

On Apr 1, 2019, at 16:16, Brian Latta <blatta@ci.harrisburg.or.us> wrote:
Hi Chief Morris,

I am just following up on our phone call from a few weeks back. Are you able to provide the City of Harrisburg with limited traffic enforcement for FY19-20? What I am thinking about would be to have a few of your officers come over to Harrisburg a two days a month for 4-5 hours per day and run traffic. We can figure out the scheduling at a later date. What I would need to know now is if you think this would be possible? If yes, how much would it cost to provide this service?

I need this information as soon as you can get it to me.

Thank you.

Kind Regards,

Brian Latta
City Administrator
City of Harrisburg
120 Smith Street, 97446
541-995-6655

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