

Harrisburg City Council Minutes February 12, 2014

The Harrisburg City Council met on this date at City Hall, located at 120 Smith St, at the hour of 6:32 p.m. Presiding was Mayor Robert Duncan. Also present were the following:

- Roger Raven
- Kimberly Downey
- Mike Caughey
- Robert Boese
- Youth Advisor Garrett Ross
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Community Development Superintendent Tim Bunnell
- Finance Officer Tim Gaines (Arrived 6:45)
- H.A.R.T. Resource Center Director Peggy Purkerson
- Retiring - Current City Engineer Ron Staehlin

Absent this evening were Councilors Don Shipley and Sarah Puls.

Prior to a quorum being present, City Councilors met the new City Engineer, and the new City Attorneys, as well as celebrated the retirement of the current City Engineer, Ron Staehlin. (The Meet & Greet prior to the Council meeting included honoring Ron for all his years with the City.) The new City Engineering firm is Branch Engineering; Damien Gilbert is the principal that will be dealing with the City the most from the firm. His specialty is transportation, so he will be working on the project up by Peoria Rd. Attorneys David Coulombe and Jim Brewer, from the firm of Fewel, Brewer & Coulombe, also introduced themselves to the City Council. When you call them, you will get to talk to a lawyer. David will be the attorney that will deal with Municipal Court the majority of the time, while Jim will be the one dealing with the City Council for the most part.

The matter of Approving the Payment of the January 2014 Bills

- Boese **motioned to approve the payment of the bills, and was seconded by Downey. The City Council then voted unanimously to approve the payment of the January 2014 bills.**

The matter of Approving the Minutes of January 22, 2014

- Downey **motioned to approve the minutes, and was seconded by Boese. The City Council then voted unanimously to approve the minutes of January 22, 2014.**

The Matter of Interviewing and Selecting Planning Commissioners to Fill Two Vacancies.

Staff Report: Latta said that the City had three candidates, and two positions in which the terms had ended. Kent Wullenwaber and David Smid are the incumbents and Graeme 'Mitch' Mitchell, is the third candidate. He had questions in the agenda for the City Council to ask the candidates.

The City Council interviewed each of the candidates using the questions provided in the agenda. Latta also asked if the candidate that didn't get the position would be interested in the Budget Committee; which they all were. Following the interview, they had a general discussion in which they emphasized the candidates they felt should be appointed to these vacancies.

- Caughey felt that Wullenwaber and Graeme should be recommended to fill the two existing spots. He had a bunch of reasons for which he chose, but didn't really see anything negative with anyone involved.
- Downey felt that Smid and Wullenwaber as incumbents had much to bring to the table.
- Ross was on the Planning Commission last year, and had lots of good things to say about the incumbents; he would like to appoint Wullenwaber and Graeme.
- Raven favored Smid and Wullenwaber.
- Boese felt that he should go with experience also, although he would have liked Todd Culvers opinion. He felt that Smid and Wullenwaber should get the positions.
- Raven then motioned to **appoint Kent Wullenwaber and David Smid, to the two new terms on the Planning Commission, both of which expire on December 31, 2017. He was seconded by Downey, and the City Council voted unanimously to appoint incumbents Kent Wullenwaber and David Smid to another 4 years on the Planning Commission.**

The matter of Appointing Persons to Fill Vacancies on the Budget Committee.

Staff Report: Latta said that these candidates are appointed by the Mayor, and that an interview wasn't needed. Barb Shipley was wishing to be re-appointed to her position, but was ill this evening. The rest of the candidates are present.

- *Mayor Duncan appointed Barb Shipley, Tom Dentel, Marilyn Pollard, Darrin Yeager, and Graeme Mitchell to be on the Budget Committee.* He talked to all the candidates about the importance of serving on the Budget Committee.
- Downey then **motioned to appoint Barb Shipley, Tom Dentel, and Marilyn Pollard to the terms set to expire on December 31st, 2016; Darrin Yeager to the term ending December 31, 2015, and Graeme Mitchell to the term ending December 31, 2014. Raven seconded the motion, and the City Council voted unanimously to approve the appointments of the 2 incumbents, and 3 new candidates to the Budget Committee.**

The matter of Approving the Kesling, 4th and Macy Streets Storm Water Project.

Staff Report: Latta told the City Council that the Public Works Committee had made a recommendation on this storm water project, which is needed to improve the efficiency of the

system. \$215,000 is needed for this project, which is an estimate at this point. The funds are budgeted in the SDC-Storm Water fund, and from Storm Water Assessment fees.

- Bunnell added that there is actually \$300,000 available between those two funds. If the Council approves, we'll meet with property owners in April. This will affect 5th Street between LaSalle and Kesling, plus 4th Street, which is an island by itself. The railroad tracks act as a dyke, and unless we can get it across the lines to the river, we'll keep having problems. When Burlington Northern was in town about 4 years ago, we talked them into dropping 2 15" casings; one at Kesling, and one at Macy. We'll do two at the same time, because we need to purchase railroad insurance, which adds about \$10,000 to the cost of the project. The elevation of the drain line will be at about 18", which is below the existing level of the ditch now. That will be able to pick up a lot more water, and can drain the water from under homes and from downspouts. Between 3rd and 4th on Kesling has been on the schedule for years.
- Ross asked how long it would take to do this project.
- Bunnell thought it would be within this budget season. There is not much pavement to tear up, because most of the work is in the ditches.

There were quite a few questions from Council and the audience members about where it will help the drainage. Downey was glad that the drainage along her house will be covered up, but Dentel was hoping it would help the school drainage on the east side of the tracks. This project won't affect that drainage. Downey asked if David Tottleben, down the street, would have the pool in front of his house alleviated by this, but Bunnell told him that the elevation under his house is deeper than the ditch. This should help a little with that, because it will help drain off water from around there. Downey asked if the street would be helped by it, and Bunnell said that he would talk with our City engineer about that, to see if it could be integrated into the project or not.

- **Caughey motioned to approve the Kesling, 4th and Macy Streets Storm Water Project and directed City staff to complete the project. He was seconded by Ross. The City Council then voted unanimously to approve the storm water project on Kesling St., 4th and Macy Streets.**

The matter of Discussing and Providing Direction to City Staff on Funding for H.A.R.T. in Absence of a Levy

Staff Report: Latta told the City Council that if the levy is approved, it will provide services for H.A.R.T. for 3 years. Council has determined that even if it fails, that it desires to keep H.A.R.T. at some capacity. Purkerson is planning on retiring in May, and is now a contracted employee. We are putting together a job announcement, and need direction on how much funding, and in what capacity H.A.R.T. should operate. There are several things we need to evaluate in terms of what level we can afford, looking at salaries, benefits, and operational needs. To give us a starting point, we went with half of what we've been able to give H.A.R.T. in recent years, which is \$15,000. That number, assuming no grants coming in or other funding sources, would allow us a part time employee at 10 hours a week. It would allow us to pay between \$16.62 and \$22 an hour, with cost of living increases, but no benefits, or PERS. Having no PERS means working less than 600 hours a year. The supplies require a \$1,000 minimum. This is just one option. Whether or not the levy is successful will determine how the position will be operated.

This is a dramatic reduction, and he's sure that Peggy Purkerson and Sandy Devine, one of her board members, both have comments to share. At the next meeting in February, we'll be discussing the explanatory statement, and at what level we'll be funding H.A.R.T. in the absence of a levy.

Raven realized that we needed to present a clear picture of what happens if the tax payers say no. Latta agreed, and said that we needed to put this on the ballot in March. Boese asked about when we would be hiring someone? Is it in May? Purkerson said that her last day will likely be the end of May, or possibly the 15th. We'll need to have someone hired before then. Boese asked if it was reasonable to look at someone working at ten hours a week, and Purkerson told him it wasn't. Boese asked her what was, and Purkerson said that she was so busy today, that she didn't take the time to look at the agenda, and apologized for not having everything ready. Purkerson said this next year will be really critical, regardless of whether the levy passes or not. Going forward, she suggested that the commission funds she was receiving should be added to the budget. If she doesn't use those funds this year, then we'll have a huge chunk of that available to add to the budget. She felt that somebody should work 18 to 20 hours a week in the future year. That person has to look for grants, and help to run the early childhood programs. Someone working ten hours a week would never have time to go to meetings, time for compliance, or for managing the grants, or anything. If this levy doesn't go through, it's similar to what she's done now for sixteen years. It's less money to work with, but nothing she's not used to. Even her pre-school teacher doesn't work that few hours. Also, \$1,000 for materials and supplies doesn't work. She also doesn't feel that anyone would take the job at only 10 hours a week. She felt that more hours would be available if you consider the grants she has obtained this year, and add those into what you carry over into the New Year. She knew that PERS was a challenge as well.

- Raven appreciated what she had to say. H.A.R.T. is very, very important to Harrisburg. He's not sure how to explain this scenario for the vote. He likes the idea of showing the bare bones in the amount to show people that if H.A.R.T. is important to you that you should vote for it. Can we have bare bones for the vote, and then re-evaluate the situation?
- Latta said that he doesn't think that would be a good idea, because it would appear like a bait and switch to the voters. What Purkerson said about PERS is important, because once you are in PERS, you are always in PERS. This year, we do have excess money in the form of grant funds. That can carry over to the first year. If you work over 599 hours, you get PERS. Next year, we may have to reduce hour and drop under 599 hours. If the employee didn't qualify for PERS, but they used to qualify for PERS, then they'd still get PERS regardless of the hours worked. We are running a bit of a risk, because if the grants went away, we'd still have to pay PERS. The scenario in this agenda bill would require 10 hours to not trigger PERS. If we started out paying PERS and then had to reduce hours, the result could be 9 or 9.5 hours instead of 10.
- Gaines asked about a consulting firm doing the grant work, or a contracted position.
- Purkerson said that consultants cost a lot of money.
- Gaines said that we have fun with grants, and we've continued to discuss that we can't continue taking money out of the general fund as we've been doing. He hopes that things will get better with grants, and other revenue sources.

- Downey said that she doesn't understand how someone can work ten hours a week. Do you come in for one day a week? You lose an hour of set up, and for clean-up. She doesn't honestly see that we can work with this. This is the death of H.A.R.T., as far as she is concerned.
- Raven agreed with her, but it's important that we represent the voters and citizens of Harrisburg. If they look at the low, bare bones situation for H.A.R.T., and they still vote no, then they are saying they don't want H.A.R.T.
- Downey said then we advertise for someone working ten hours. But then what happens if they take the job, and have another job on top of that. Then if the levy passes, you'll want them to work full time. That feels like we are deceiving them.
- Latta said that in the recruitment, we'd advertise for whatever City Council decides. In the recruitment, we'll say it's subject to an operations levy, which would affect hours. That way, when they are applying, they know what they are getting into.
- Downey said it's a mess; an operational mess.
- Latta understood her concerns.
- Caughey said that he couldn't imagine finding anyone who would do that job at those hours.
- Purkerson said that she can stay on board until the ballot has passed. The only thing she isn't sure that people know is if they realize that the levy is not based on her keeping her job. She is campaigning for the H.A.R.T. center, not herself. She doesn't know if it would help if she stayed, but it's almost better to not be part of it.
- Latta said the decision really is that we might have to calculate hours on an annual basis. We do have the \$19,000 we got this year, and if we assume we get that, then we can pay the employee, including PERS, and they'll have more hours. The risk is if the grants are reduced or go away.
- Downey said that if the grants go away, and it returns to ten hours a week, then she doesn't know how we'll operate without the levy. If we don't pass it, we won't have H.A.R.T. anymore. She doesn't see how a director can work ten hours a week.
- Sandy Devine, H.A.R.T. Board member, said that ten hours is not effective to run the H.A.R.T. center. It's partially run by volunteers now, and they come and go.
- Downey added that at ten hours, there is nobody there to direct the volunteers.
- Devine agreed. If it goes away, who will pick up all those services?
- Raven agreed that H.A.R.T. is important, and we need to do something, but he doesn't want it to look like a bait and switch situation. What about going to the voters, and not saying its ten hours, but just say that we are at the risk of losing H.A.R.T., which is accurate, then deal with this after the vote.
- Gaines said that we have to set a budget.
- Purkerson said that you could put \$15,000 in there as a placeholder.
- Bunnell suggested that maybe you could work it with twenty hours every other week? Ten hours a week isn't good, but maybe you could change it up.
- Purkerson didn't know how that would work.
- Devine said that lots of people wouldn't be willing to do that.

- Latta said that if we look at the salary of the director at the top end, and configure FICA and PERS at 18%, then it's roughly \$27,000. That's a little less than what we've funded in the past.
- Raven asked if \$27,000 a year is 20 hours a week.
- Latta told him yes, with PERS.
- Downey asked if we could lower the salary.
- Latta said that we could do that, although there are some challenges with that.

The City Council discussed this more, with Mayor Duncan saying that perhaps we could hire a grant writer, and in essence, suspend H.A.R.T. operations until the funding base is funded. We want the levy to pass, but if it doesn't, maybe this person just works on raising funds. Latta agreed on there being lots of operational challenges. He appreciates the conversation with Peggy, and he is relieved that she is retiring. This whole thing would be a lot more difficult if she was still here. Raven agreed, because Peggy is what made H.A.R.T. in the first place. As far as recruitment, Latta suggested erring on the side of not promising hours, and then saying they could be cut. Instead, say we know we can offer X, and there will be more if the levy passes, or if funding comes in. He prefers that option. We know the facts; that the City will provide so much money, which will support this many hours of operation. It might be the City's intention or philosophy as the budget comes around, that we make another decision because of the outcome of the vote. If it's a no vote, then we will allow those grants to increase the hours. Downey said that she still didn't see how anyone could work ten hours a week or less. Latta agreed, because if we go above that, and get grant money to get hours above ten a week, that can trigger PERS, and then if the grant money goes away, the hours are reduced. Purkerson thought that's more honest. There is always uncertainty in there with grants. It's partially grant funded, and hours are reduced if the grant isn't there, or the job is for a short term duration. If the grants don't come through, then it's down to \$15,000 for the next budget cycle. We will know if more CCF money will be either in June, or perhaps July. We have parameters that have to be followed. Why would someone apply for a grant if their hours aren't increased?

Downey said that when she worked a temporary job, the wording was renewable based on funding, or something similar. Purkerson said that was the kind of language she was thinking of. Latta said that hours are contingent on getting those grants. If his math is correct, with PERS and FICA included, that's \$27,000. That could represent \$15,000 from the City, and \$19,000 from the CCF grant, that would cover the salary, plus materials and supplies. Raven hoped that we have come to an understanding that ten hours is not enough to do that job. If \$15,000 is what we can afford, then we go from there, with the additional grant funds. His intent is that we try to save H.A.R.T. Latta said that we have good direction, so we'll go back and look at hours, and assuming that there is carryover in grants funds, look again at what the city can contribute. We'll come back on the 26th with that information. Sandy Devine invited the Council to help the board build support for the levy. Latta said that as a Council, you are exempt from public election laws, so you can advocate how you want for this. He'll make sure of the dos and don'ts once we certify the measure with the county. Purkerson had a handout, called "Keep YOUR H.A.R.T. Beating", and gave it to the council so that they were aware of it. (Please see Addendum No. 1)

The matter of Approving the Ballot Title for the May 2014 Local Option Levy and Authorizing City Staff to Place the Measure on the May 2014 Ballot.

Staff Report: Latta said that this results in a caption, question and summary, which is all we can have on the ballot. The laws are very strict about what you can, and can't say, along with strict word limits. He suggested that the City Council adopt the resolution.

- Raven asked about the part that explains the reason why we are putting the measure on the ballot.
- Latta said that's the explanatory statement. That will be up to 500 words long. You'll see it at the next meeting.
- Caughey asked about the way we were asking for the funds. If the property values go up, would the tax rate go down in the future?
- Latta told him that it's required to say what value it will be in the first year. It's based on the total assessed value of the City.
- Caughey then **motioned to approve Resolution No. 1064, "A RESOLUTION SUBMITTING TO THE REGISTERED VOTERS OF THE CITY OF HARRISBURG FOR THEIR APPROVAL A LOCAL OPTION LEVY FOR \$75,000 PER YEAR FOR THREE YEARS BEGINNING IN FISCAL YEAR 2014-2015 TO MAINTAIN EXISTING H.A.R.T. RESOURCE CENTER SERVICES."** He was **seconded** by Downey, and the **City Council voted unanimously to approve Resolution No. 1064, and the Ballot caption, question and summary as presented.**

Others:

- Latta noted that there was a layoff notice that he received, which he's certain that Council has now seen the Register Guard article explaining that Monaco RV is now laying off 68 employees. It's actually 120 employees that are being laid off; 68 full time, and 52 temporary jobs. The layoff was supposed to be effective on February 21st, but as of the 10th, the employees have been sent home. He explained what the WARN notice was that he had received from the company. They are going beyond what they are required to do, by giving salaries and benefits for 60 days...that starts on February 21st. There are some temporary agencies, and agencies in both Lane and Linn County, that are trying to get something together to help the affected employees get the services they need to get another job. He was working to provide space, and is helping the rapid response teams pull together. He was getting phone calls from Oregon Representatives, and the Oregon Unemployment Department, and thought it was a good effort to help these people. It's a huge loss for our community.
- Purkerson said that they just got new computers from Next Step, and people could come to H.A.R.T. to do their resume. She won't do it for them, but they can bring a thumb drive, and she can help to find them resources. She can also help them to sign up for unemployment.

- Latta told the City Council that the Planning Commission will be working on updates on the Zoning Ordinance. Once we get far enough, we'll be coming to the City Council with a text amendment process.
- Latta also informed City Council that we are knocking off the dust on the summer concerts. A group of citizens and City employees are working on selecting 4 bands for this year. We hope to be done by the 24th or 25th.

With no further business to discuss, the City Council adjourned at the hour of 8:23PM.

Mayor

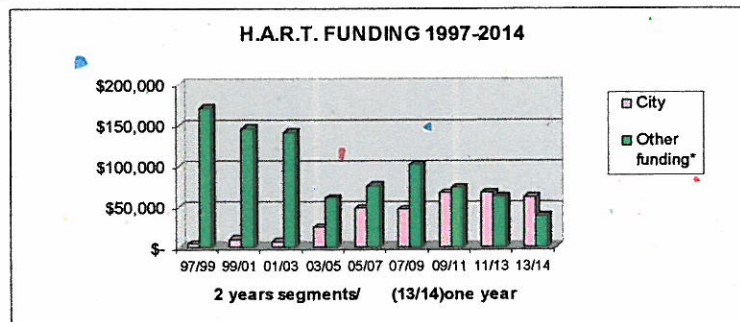
City Recorder

May 2014: H.A.R.T. Family Resource Center "Keep YOUR H.A.R.T. Beating"

On May 20, 2014, we will ask the citizens of Harrisburg to show your support for the H.A.R.T. Family Resource Center through a three year property. **This levy is not to increase services but maintain services at their current level.**

As a city program, the City of Harrisburg has provided some funding to the H.A.R.T. Center and as the other funding sources decreased the city's contribution increased. The increased contribution from the city's general fund is not sustainable and H.A.R.T.'s future level of service will be determined by the outcome of levy tax levy. (See funding chart below).

In addition to past funding from Linn County and our ability to write successful grant applications, we have always enjoyed the support of local private donors, as well as, held many fundraisers and benefits. We also raise a portion of our operating expenses from charging a small fee for our summer program and cooperative preschool.



*Other funding: Linn County's former Commission on Children and Families, Private foundation grant funding, Youth Alcohol & Drug Prevention, Program fees, benefits, fundraiser and private donors.

Without the Levy passing, the services that could be lost in Harrisburg are summer camps, field trips, cooperative preschool, WIC, mental health counseling, JOBS work site, youth work experience, resume' help, energy assistance, dental van, etc. All of these programs & services could be eliminated or decreased and citizens would have to travel to Albany, Corvallis or Eugene.

H.A.R.T. Needs You.....here's how you can help.

DOOR TO DOOR INFORMATION OUTREACH: February 15, March 15, April 12, May 3 we will be going door to door to inform our neighbors and friends about the value of H.A.R.T. and its importance to the community and to support the upcoming levy. H.A.R.T.'s board is asking for your help to lighten the load and spread the word. *You may also pick up materials and go out with friends at another time.*

Basic Levy Information

The May 20, 2014 ballot will include the ballot measure for the H.A.R.T. Family Resource Center. The City is requesting \$75,000 each year for three years beginning in 2014. This is approximately \$0.46 per \$1,000 of assessed value for your property.