



Harrisburg City Council Meeting Minutes June 25, 2019

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

- Mike Caughey
- Kimberly Downey
- Robert Boese
- Adam Keaton
- 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 were Councilors Randy Klemm, and Charlotte Thomas.

CONCERNED CITIZEN(S) IN THE AUDIENCE. All present in the audience were here for items on the agenda.

THE MATTER OF APPROVING RESOLUTION NO. 1212, "A RESOLUTION OF THE CITY OF HARRISBURG, OREGON AUTHORIZING THE SALE OF GENERAL OBLIGATION BONDS."

STAFF REPORT: Finance Officer Tim Gaines explained that these are the bonds that will pay for the water project. The schedule has been made, and we should have money in the bank by August 21st.

- Caughey asked when the bonds would be on sale.
- Gaines told him August 1st, and reminded Council that this year, citizens will see the bond included on their property taxes.
- Downey asked if the water project information was online yet?
- Latta told her that we hope to have it up around the 1st week of July. We have to meet with the City Engineer to get a timeline.
- Boese asked when the money goes in the bank, where does it go to?

- Gaines told him it all goes into the LGIP (Local Government Investment Pool), which is an interest-bearing account. We will transfer the funds into the city's regular accounts when we need it. He added that all the rates are good, and everything has gone well with DA Davidson, and Bond Counsel.
- Caughey asked if we are charged fees when we transfer money, and was told by Gaines that it's something like five cents per transfer. It's another good reason to bank with the LGIP.
- Caughey then **motioned to APPROVE RESOLUTION NO. 1212, "A RESOLUTION OF THE CITY OF HARRISBURG, OREGON AUTHORIZING THE SALE OF GENERAL OBLIGATION BONDS."** He was **seconded** by Downey, and the **City Council voted unanimously to approve Resolution No. 1212, and thereby the sale of the GO bonds.**

THE MATTER OF APPROVING STATE REVENUE SHARING RESOLUTIONS

A Public Hearing was opened at the hour of 6:38pm to allow citizens to have the opportunity to comment on the use of state revenue sharing funds. There was nobody who wanted to comment; therefore, the public hearing was closed at 6:39pm.

- Downey **motioned to approve Resolution No. 1213, "A RESOLUTION CERTIFYING THE CITY OF HARRISBURG IS ELIGIBLE TO RECEIVE STATE REVENUE SHARING MONEY IN FY 2019-20".** She was **seconded** by Keaton, and the **City Council voted unanimously to approve Resolution No. 1213.**
- Downey then **motioned to approve Resolution No. 1214, "A RESOLUTION DECLARING THE CITY OF HARRISBURG'S ELECTION TO RECEIVE STATE REVENUES IN FY 2019-20".** She was **seconded** by Keaton, and the **City Council voted unanimously to approve Resolution No. 1214.**

THE MATTER OF APPROVING THE CITY BUDGET FOR FISCAL YEAR 2019-20; BY APPROVING RESOLUTIONS TO INCREASE WATER RATES (RESOLUTION NO. 1215), SEWER RATES (RESOLUTION NO. 1216), AND TO APPROVE BUDGET APPROPRIATIONS FOR 2019-2020 (RESOLUTION NO. 1217).

STAFF REPORT: Gaines explained the changes that were made between the proposed and approved budget, including an explanation of the changes that were approved at the previous Budget Committee meeting.

- Latta reminded Council that we weren't applying for the TGM Grant this year, due to the changes that both ODOT and DLCD gave us feedback on. We didn't have time to incorporate all the changes that they recommended we follow. We will work on that this year, and will apply for it next year.

Mayor Duncan asked when Smith St. would be worked on, and was told that because of Pacific Power and ODOT and the changes that they wanted that we'll give them to next June next year to get it approved.

- Boese had missed the Budget Committee meeting, and therefore didn't get to remark on the rate changes. He was concerned about doing something similar to what we were objecting about in relation to the LCSO (Linn County Sheriff's Office) contract, where they were asking for 5% increases every year, but weren't accounting for how the 5% figure was obtained. After passing 3 bonds in town, he didn't feel it was fair to our citizens to charge them for any increases to the rates. He will vote no on that motion when we get to it, because of that reason.

- Mayor Duncan thanked him for doing that, because he knows people on a fixed income have a hard time adjusting to rate changes like this. With the Sheriff's department, we aren't getting what we asked for; that's the biggest issue for us. He appreciated the input from Boese.
- Boese told him that he sees the same people who fill up their water jugs every week. Everyone pays for bottled water, and in a way, they are paying extra anyway. We are increasing the rate, without providing anything better.
- Downey said that what we do is different from LCSO. Those funds operate on their own revenue. All the money that we raise gets spent, and the money is being depleted. Between PERS increases, and the cost of chemicals, it accounts for why we have to have a small increase.
- Gaines noted that it's based on the cost of living for the water rate, with 2% there, and 4% on sewer rates, due to increased costs of projects.
- Latta added that we have cost of living increases, plus the PERS increases, and the other large amount in water is for chemicals. He noted that the small increase (in this case, 2%) is considered a best practice in the industry, so that a city doesn't fall behind, and then have to enact a large increase, like 14%. He noted that while they may not drink the water, citizens do use it for other purposes, like showers and baths, washing clothes and dishes, as well as irrigating gardens. We have a lot of work being done on the water infrastructure, which will help provide citizens with a much better product.
- Downey felt that personally, it was easier for her to deal with small increases on her limited budget. She feels that she represents the working poor; and that she'd rather deal with the small increases, instead of larger ones.

City Council then had a general discussion about why the rate was increasing. They understood the point that Boese was trying to make, but we have to stay competitive with wages for similar sized cities, and have no control over the PERS situation. Boese questioned that as a consumer, that you would really want a 2% raise every year, rather than skipping 3 years, and then getting a 5% increase? Keaton thought that consistency was key, and was better than increasing in larger amounts. Downey said it was easier for her budget to work with that, as she only needed to make small adjustments. Boese felt the opposite was true, in relation to his needs. If someone isn't getting a 2% cost of living increase on their wages, and the rates systematically increase by that every year, it just makes the gap larger. And our citizens are still getting the same product. He will be a lot happier once the water gets better.

- Keaton then **motioned to ADOPT THE APPROVED FY 2019-2020 CITY BUDGET AND TO APPROVE THE FOLLOWING RESOLUTIONS;**
 - Resolution No. 1215, "A RESOLUTION ESTABLISHING WATER RATES FOR USERS OF THE HARRISBURG MUNICIPAL WATER SYSTEM, REPEALING RESOLUTION NO. 1193, AMENDING RESOLUTION NO. 578, SECTION 5, AND ESTABLISHING AN EFFECTIVE DATE," and;
 - Resolution No. 1216 "A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF HARRISBURG ESTABLISHING A SEWER USER FEE, REPEALING RESOLUTION NO. 1194, AMENDING RESOLUTION NO. 579, AND ESTABLISHING AN EFFECTIVE DATE," and;
 - Resolution No. 1217 "A RESOLUTION MAKING APPROPRIATIONS FOR THE CITY OF HARRISBURG, OREGON, FOR THE FISCAL YEAR 2019-2020."
- **He was seconded** by Downey.
- Caughey said that on the agenda bill, it was noted what the percentages of increase were. Were they all 2%?
- Latta told him it was an increase of 2% on water, 4% on sewer, and no increases on storm. That's why there is not a storm water resolution.
- **The City Council then voted with 3 members (Caughey, Downey, and Keaton) in favor of approving the fiscal year 2019-2020 budget, with a 2% increase on water**

rates, and a 4% increase on sewer rates, with one vote in opposition, made by Boese. The actions of approving the fiscal year 2019-2020 Budget, along with the recommended increases on utility rates, was therefore passed on a vote of 3 to 1.

THE MATTER OF APPROVING RESOLUTION NO. 1218, "A RESOLUTION APPROVING A JOB DESCRIPTION FOR THE CITY ADMINISTRATOR."

STAFF REPORT: Latta summarized the information in the agenda bill, leading to why only his job description was being approved by the City Council, while he would be approving the other changes himself.

- Boese asked if anyone had seen the job descriptions other than himself?
- Latta told him yes; he gave them to Michele, who did the HR updates on the job descriptions. He also reviewed all of them with the employees, who had a chance to make changes. Finally, Michele will follow these up with a risk management physical assessment.
- Keaton then **motioned to approve Resolution No. 1218, "A RESOLUTION APPROVING A JOB DESCRIPTION FOR THE CITY ADMINISTRATOR."** He was seconded by Boese. The City Council then voted unanimously to approve the job description for the City Administrator.

THE MATTER OF A FOLLOW-UP DISCUSSION REGARDING THE LINN COUNTY SHERIFF OFFICE (LCSO) CONTRACT

STAFF REPORT: Latta reviewed the information he had provided in the agenda bill, and noted that LCSO was willing to let the current contract continue at the 3.85% increase until their collective bargaining was complete. The outline covered all the steps the City and city staff had taken in reference to working with LCSO. He had reviewed the audio tape of the meeting before writing this agenda bill, and had identified both the concerns raised by the Sheriff, as well as that of Council. He is not looking for decisions tonight, but rather getting direction from Council in preparation for the meeting on August 27th.

The City Council expressed their concern over the meeting that was held. They felt that the sheriff was not acting in a professional matter, and that the impression was that he was being intimidating in how he was dealing with the City Council. Mayor Duncan asked if he understood that we weren't taking anything away from them, but were looking to supplement the services that they provide. Downey said that she actually said that during the meeting. Latta brought their attention to an email that he had sent; that was fairly clear on what the city was trying to do. He specifically asked the Sheriff if he had any concerns. Downey pointed out that he obviously did. He told us he had lost sleep on that, and she wasn't sure why he was that upset. She liked that Latta was going to contact Monroe. Latta said that Monroe had renewed their contract, and he wanted to talk to staff about that. Scholz added to the conversation, and said that he had been at several meetings in Monroe. Benton County had gotten fairly upset with the City Council there, and had left the meeting, upset that they were reducing their contract to obtain ten hours of patrol time from Junction City. At the following meeting, they adopted that contract, were being provided the same hours as the county, and were paying less. They put out notices in their bills, and on city information; that Junction City was only there to do traffic; not crime, and there were no specific patrols. There was a negative campaign started on Facebook, but they didn't do any research, and hadn't come to any meetings. They really attacked what was going on.

Latta felt that we do a good job in communications. He had talked with a sales person lately, who wanted to talk to him about reaching the citizens and communication services. After hearing what the city utilizes when communicating with our citizens, he actually said that we do better than most big cities. He was impressed with what we do. That's key, if we should decide to add services with another city. Boese asked if Monroe redid their contract, or did they get a supplemental contract? Scholz told him that Benton County still responds to every call, but they

don't do traffic patrols, unless they are in the area. Donna Duncan asked that when the sheriff said that he was going to pull out of the contract, he just meant traffic right? They can't just not show up here, because we don't have a choice with the tax money we provide. They are already paid to come here and serve us, and even receive an additional 20% from our tax payers. Didn't they say that we haven't had traffic court? They sent it to an outside court when it was supposed to be in Harrisburg. Downey said that they sent it to Lebanon one time.

Mayor Duncan noted that there was a DUI (Driving under the Influence), which should have come here, and instead, was processed in Linn County, who received the fines. If it's an injury DUI, then it does go to them, but if it's a routine DUI, then it should come here. At one point, it was a great idea to go with Linn County for our services. He remembered when a chief of police told him that we got a sweetheart deal, and that running a police force costs an incredible amount of money. Harvey Nokes, a terrific city councilor from some time ago, had said that we need to find and pay for another deputy to reside here in town. When we've had some very serious events occur in Harrisburg, as he looks back at them, it's been Junction City, Coburg, and the State Police who have showed up before LCSO. It really bothers him that we can ask them to do things a certain way, but that they don't follow our instructions unless it suits them. Does it bother the others? Boese admitted that it does; the others concurred. Mayor Duncan felt that we needed to get ahead of the curve on this issue. He felt that we would have no problems going with Coburg to provide supplemental services. Downey added, or Junction City. Mayor Duncan thought that Latta's recommendation was to go with Coburg, but both Downey and Boese said that it hadn't been voted on yet.

Latta talked about finding out what kind of capacities Coburg and Junction City have. Chief Morris in Junction City, said that they can provide more services than traffic, if desired. He hadn't asked Coburg that question yet, but will. Newburg and Dundee both share a police force, and we can pursue something like that. We would likely be able to get the services we desire, and even if it's just one officer, that's 160 hours spent in Harrisburg, dedicated to Harrisburg. Having an officer here on that kind of basis is important, because they know which homes are good, and which are bad. Downey liked having resident deputies, like we used to. She likes that both Deputy Hauke and Deputy Spangler live here in town, although they aren't assigned here. Latta said that we don't know how to quantify patrol hours, when we don't know exactly what they provide. If we separate from their services, then we lose their presence here in the substation. But then maybe, if we had another contract with another agency, that perhaps we would gain more hours in the substation from them, then what we currently have.

Mayor Duncan felt that we should perhaps not jump in with both feet. We could look at supplemental coverage first. He asked Latta how many hours would we like, and Latta told him 20 hours. Latta said that we do need to know what everything costs, especially if it burns bridges. He can check into what an officer costs, what their capacity is, and what it would look like if we went another agency. Donna Duncan asked him how much money we were spending on our current contract? Latta told her it was \$258,550. She noted that's our additional cost, on top of the tax money already paid by our citizens. Latta said yes, that's in addition to the levy. This year, he had suggested dropping some hours from the traffic enforcement part of the contract. With the 3.85% increase, and a drop in hours, we could afford the contracted services. Mayor Duncan added especially if the supplemental services are under \$10,000. Donna Duncan asked if we could spend a lot less money, to contact our neighboring police forces, and would it cost less than what we are paying the county now? Could we get 1 or perhaps 1.5 people for \$250,000? Latta told her that's what he needs direction from Council on. Do you want us to pursue that line of thinking?

Latta further noted that it's been somewhat frustrating to work with the LCSO on the traffic court issues. We asked that starting on Jan 1, that all traffic citations get cited to our court. Half a dozen went to other locations. Then they fixed that, except for DUI's. now we are working on that. If it's traffic related, it should come here. If it involved injury, it should go to theirs. If it's traffic

related, then he believes that they've responded; but you do have to give them the message at least three times. Downey said that when we had resident deputies it really helped with that kind of an issue; it allowed less confusion. Latta agreed, and said it's really a cultural problem. He would like for their management team to have better communications training, as he feels that he relays information, but it doesn't go upwards, and likewise, some doesn't get to the deputies. Downey said that years ago, some of the deputies told her that they had heard that we weren't happy with them. She told them no, that wasn't true. That's how it was communicated to them. They felt really discouraged. Latta said that we try really hard to be super friendly with them, and praise them when they do things right. Lori does a great job with that. He knows that it often times feels like a thankless job, and we don't want them to feel like that.

Latta reiterated that he still doesn't know if you want him to talk to the Junction City and Coburg about services. Downey said that we still don't know if the sheriff is ok with us getting supplemental services, and we probably should. She is curious though, to find out how much it would cost to have someone here on a full time basis. They discussed the issue in relation to questions still unanswered by LCSO, such as how they would respond to emergency situations in Harrisburg, if there wasn't a contract. Latta said that he will reach out to his contacts for the law enforcement RFP's, and will ask them about additional services. He will also contact LCSO about initiating major investigations in non-contract cities. He added that Tangent would be a good example of what happens there, as they don't have a contract. He told the City Council that they should contact him by email by Monday of the following week, because he will be out of the office the rest of the week.

Downey asked Latta if he had the information on the court stuff as of yet. He said that he would bring that information to the meeting on the 22nd of July. Caughey then asked what we are paying LCSO starting July 1st. Latta told him it would be the current contract rate with a 3.85% increase. As agreed between LCSO and the City, we will continue to honor the terms of this contract until we sign another one with them. Mayor Duncan asked about possibly changing the amount of hours that we are requesting from the supplemental traffic hour requests we have, but Downey didn't want to hash out any numbers until we spoke with the Sheriff. She couldn't remember if it was 20 or 25 hours we were requesting. Latta told her it was 20. That was based on 50 hours provided by LCSO, for a total of 70 hours of traffic enforcement. He could ask the other agencies, as information gathering, how much it would cost if we could get 70 hours of traffic enforcement. Downey said that's what we would want in a perfect world. Latta told her yes, 70 hours a month is what we wanted. At \$41.66 an hour, we could work out what the savings would be. Caughey added that it's still almost \$30 cheaper. Latta said he will get the information, and will cover that at the meeting in July, and then we can schedule it in the month of August, with the meeting with the Sheriff at the 2nd meeting of the month.

SUPPLEMENTAL:

The matter of Approving a Resolution Authorizing the Transfer of Funds from Contingency to Personnel Services in the Library Fund

STAFF REPORT: Gaines noted that due to a PERS retirement that was not planned in the previous year budget that we needed to transfer funds to cover the vacation time and comp time payouts for the employee. This is a simple transfer from contingency to personnel services in the Library Fund.

- Downey motioned to Approve Resolution No. 1219, "A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM CONTINGENCY TO PERSONNEL SERVICES IN THE LIBRARY FUND." She was seconded by Keaton.

- Latta added that our Librarian will continue to be employed by the City, but will be working part-time, as a change to her classification level.
- **The City Council voted unanimously to approve Resolution No. 1219, and therefore authorizing the transfer of funds from contingency to personnel services in the Library Fund.**

OTHER ITEMS: The City Council spoke briefly about the LOC Conference in September. Several Councilors were interested in attending. Latta reminded them that we do budget for training for the City Council. Gaines added that it was \$1,500. Caughey noted that there is an agenda on the website, and reservations can be made starting on July 1st. There are scholarships available, but City Council would need to look into the details on how to apply for those.

With the HRA Board Meeting still pending, the Council Meeting was adjourned at the hour of 8:08PM.

A handwritten signature in blue ink, appearing to read "Robert Duncan", written over a horizontal line.

Mayor

A handwritten signature in blue ink, appearing to read "Michelle Edwards", written over a horizontal line.

City Recorder