

CITY OF JEFFERSON
Regular Council Meeting & Public Hearing
December 13, 2018
6:30pm

COUNCILORS PRESENT: Walt Perry, David Watkins, Edna Campau, Mayor Michael Myers, Audrey Webster, Bob Rossiter, Dave Beyerl
COUNCILORS ABSENT: None
STAFF PRESENT: Sarah Cook, City Recorder; Jeff Buskirk, PWD
OTHERS PRESENT: Ryan Pasquerella, GMS PC; Jim Jacks, Contract Planner; Deputy Olson and West, MCSO

- I. **COUNCIL MEETING CALL TO ORDER/FLAG SALUTE** – Mayor Myers called the meeting to order at 6:30pm and led in the flag salute. A moment of silence was held after the flag salute for the young man that at the high school.

Councilor Webster requested and so moved to amend the agenda to remove the minutes of Oct. 11th from the consent agenda so they could be voted on separately. Councilor Campau seconded. All 6 were in favor.

- 1.1 Grove, Mueller & Swank presenting the FY 17-18 Audit Report – Ryan Pasquerella

Ryan Pasquerella came forward, introduced himself, noted he'd been working with the City for 10 years, he grew up in Jefferson, graduated from JHS, and really appreciated the opportunity, and enjoyed working with the City and its staff, further stating it was an audit that mattered to him the most.

Mr. Pasquerella provided a brief overview of the audit process, regulations, guidelines, expectations and how all transactions were recorded, noting their legal opinion was free of any misstatements and fairly represented the City's fiscal position. He noted there were not a lot of change in the numbers from the prior year and the general fund was healthy, pointing out the slight increase due to the state-shared marijuana tax money. Moving on to the enterprise funds, Ryan's comments were the same; the water and sewer funds were consistent, increased by a healthy amount each year, and adequately reserved funds for future expansion. He said the City of Jefferson does better than most cities in that regard and went on to compliment the work of the City Recorder in preparing all necessary documents and reports prior to their arrival.

Ryan Pasquerella noted the one negative remark, if you could call it that, which was the format of the resolution that adopted the budget, which the State of Oregon changed from past years. He noted the City Recorder had already made the correction for the current year so it would not be noted in subsequent audits. He mentioned the City operated on a cash basis of accounting, which one loan required that it be conducted on an accrual basis; however, cash basis of accounting was an allowed under the State of Oregon Budget Law so the City's position was acceptable in that regard.

Councilor Watkins inquired of Ryan's knowledge about the upcoming major development in water system and wondered if he thought the City was in a good position to acquire the loan and pay it back with the rates as they were. Ryan couldn't speak to whether or not rates were adequate, but did say the

City had always been good stewards of the money, and had no doubt they would continue to work in the same manner. Councilor Rossiter noted an error in the Sept. 12th letter where a sentence was cut off; Ryan completed the sentence. With no further questions, both parties expressed their thanks and Ryan was excused.

II. PUBLIC HEARING – Ordinance # 709, Amending the JMC, Title 12, Regarding ADU (DCA 2017-01) and Declaring an Emergency

Mayor Myers called the hearing open at 6:45pm, read the title of the ordinance for consideration and turned it over to the City's Contract Planner, Jim Jacks, who entered the entire staff report into the record.

Mr. Jacks provided a brief summary of the report, relating to SB 1051 and Accessory Dwelling Units (ADUs), which was a change to state law and required City's to amend their codes. He then proceeded to go through the list of proposed amendments, offering brief explanation to each when needed.

Questions from Council: Councilor Webster proposed to remove the word "older" from Item 9, section A, noting it should be for any person, young or old. The Council agreed. There was brief discussion on housing shortages in general and the need for affordable housing. The Mayor noted the difficulty in expanding the UGB had also contributed to it. Councilor Webster also recommended they consider changing the word 'may' to 'shall' in the first sentence of item 14, to which Council agreed. Councilor Campau spoke on item F and the need to include language regarding "front yard," noting it already had to meet the required setbacks outlined in another section. In the end, all agreed to leave it alone. Councilor Beyerl questioned item E, which related to not requiring on-sight parking, indicating the width of the roads were already troublesome when people parked on one side. Jim Jacks provided a brief explanation and Councilor Beyerl noted the Council had the authority to change it and recommended doing so. Councilor Webster pointed to the number of families with an older relative that didn't drive anymore, or doesn't have a car at all, and to require them to have one stall for people who may not even need it, seemed unfair and she felt it would put an undue burden on the family. Councilor Rossiter was torn on the issue, but did not think there would really be that many ADU's in town so he thought they should leave it as written. Going down the table, other councilors tended to agree to leave it be, noting the intent seemed to lean toward people needing assistance and they didn't want to take that away; however, Councilor Perry did express concern with street maintenance and cleaning if extra vehicles were parked. Councilor Watkins noted the Planning Commission had spent a lot of time on the ADU policies and wondered if the City should pass it back to them for final review. The consensus was no, since the Council took recommendations from the PC and had the authority to make changes or edits they felt were necessary, and was the final deciding body.

With no further testimony, questions or comments, the public hearing closed at 7:50pm. Mayor Myers read the required language for an ordinance adoption and called for any abstentions; there were none. He proceeded to read the title of the Ordinance 709 for the first reading. Councilor Beyerl moved that Ordinance 709 be adopted and passed to the second reading by title only, including the minor amendments made during the hearing. Councilor Perry seconded. All in favor: Ayes – 6, Opposed - 0.

APPROVED.

Mayor Myers read Ordinance 709 by title only for the second reading. Councilor Campau moved that Ordinance 709 pass and that the title of the ordinance become the ordinance. Councilor Beyerl seconded. Roll Call Vote: Perry-yes, Watkins-yes, Campau-yes, Beyerl-yes, Rossiter-yes, Webster-yes. **APPROVED.**

III. OLD BUSINESS

3.1 Email & Social Media Policy – Draft from TC

In response to a question from Councilor Beyerl regarding which option better suited staff, Sarah Cook indicated she preferred Option 2, noting it would remove any conflicting materials and consolidate the policy into the already existing Employee Handbook. All of Council agreed and the City Recorder would make the changes to incorporate and update the Employee Handbook. With that, Councilor Watkins recalled at a previous meeting the Mayor asking that the City wait to move forward on an official City Facebook page until an adequate social media policy was in place. He and the rest of Council agreed they could proceed with a Facebook page and that staff should link it to Nixle.

IV. NEW BUSINESS

4.1 MCSO Presentation/Discussion Re: Added Coverage Options

MC Deputy Olson briefly went through the process taken when a call came in from Jefferson when there was not a contract deputy in town, noting the City contracted for 80 hours of coverage per week from 2 deputies. He spoke on Carly's law, which required them to process DHS cases in a timely manner and took priority over other tasks, taking them away from patrol. The demands for report writing and documentation were twice what they used to be even just a couple years ago. Jefferson had roughly 3100 people and he provided comparisons from other towns similar in size, but with a lot more police coverage.

Deputy Olson spoke on the \$40k the City had set aside for law enforcement, with the thought process to try and save that amount each year until the City could afford a 3rd officer. At that rate, he said, it would take 4 years of saving for the City to get any type of return on the money. He came with a proposal to use the money now to bridge the police coverage gap through an amended contract with MCSO in an overtime fund to increase patrols. He explained how amending the contract would create flexibility for deputies to flex their time, come in on different shifts, overlap, or even open up shifts to other officers in the County to do 6-hour OT blocks. It would allow them to specifically focus on areas of town, even request officers to make 2 contacts an hour, or some other arrangement, with the goal for more presence and increased patrols. He also felt it gave the City the benefit of seeing what officers jumped on the chance to work here, what kind of work they did, how well, etc., which could help later when deciding to select an officer. Dep. Olson provided numbers to help them see what kind of added hours the City could get with the \$40k, which included payroll costs, dispatch, benefits, etc. similar to the existing contract, and confirmed the City would only get charged the hours officers worked, noting overall, it would give them a lot of opportunity to focus on "projects" and trouble spots in town.

Questions/Comments from Council: Councilor Beyerl clarified the amount set aside from year to year differed and was not always 40k, but he was in favor of it, as there was a great need and he would be

willing to give it a shot. Councilor Rossiter agreed. While Councilor Webster was definitely in support of it, she did not think they should spend the 40k down to zero, noting the general fund increased because of many factors and hoped when budget time came around, they could find a way to cover a 3rd officer. Garrett Olson spoke on the severe lack of police officers, noting that even if a 3rd officer was approved, it could take more than a year for the County to actually fill the position. Councilor Campau clarified the numbers provided were an average, to which Deputy Olson explained they were and it was dependent on each deputy's tenure and seniority. Councilor Watkins was impressed by the proposal and was in favor of utilizing the funds, noting the importance of public safety. He felt education of the public was of importance too and that citizens needed to help and take responsibility as well. Councilor Perry liked the idea of the 40k investment, with the thought that mixing things up a bit and bringing in fresh blood would be very helpful and a great opportunity. The City Recorder was directed to prepare a resolution to transfer the funds from contingency and have it ready for the next Council meeting.

4.2 Jefferson Historical Society Request

Karen Wells, representing the Historical Society shared information from an email from Alice Parman, a museum consultant, who was scheduled to visit the group on February 5th. Mrs. Wells would like to have the Conser House open for her to tour inside, and was also requesting the building be open during the Festival of Flowers from 10am – 2pm. There was discussion on receiving input from the public and the use of sticky notes for people to identify areas of interest to them. Councilor Webster commented that the City had previously held a community forum where information had been sought from citizens and she hoped the Historical Society would utilize that feedback as well. With no further comments, the City Council approved the use of the facility for the dates/times requested and directed Karen to work with staff to open/close the building.

4.3 LAC Term Renewals - Councilor Beyerl moved to approve both applicants, Mark Manning and Ron Gilles for another term. Councilor Rossiter seconded. All in favor: Ayes – 6, Opposed - 0. **APPROVED.**

4.4 2018 Election Result Abstracts – Councilor Beyerl moved to approve. Audrey Webster seconded. All in favor: Ayes – 6, Opposed – 0. **APPROVED.** Councilor Audrey was pleased to see that 88% of the people voted on the charter measure.

V. DISCUSSION/INFORMATION

5.1 Update on Land Acquisition from MC – Commissioners approved the City purchasing the wetland and old gas station property; deeds will be prepared.

5.2 PSU Preliminary Population Update – FYI

VI. CONSENT AGENDA

Councilor Beyerl moved to approve the Consent Agenda without the minutes of October 11th. Edna Campau seconded. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**

Dave Beyerl moved to approve the minutes of October 11, 2018. Councilor Rossiter seconded. All in favor: Ayes – 5, Opposed – 0, Abstained – 1 (Webster) **APPROVED.**

VII. COMMITTEE/DEPT UPDATES

Library – no new info
Planning – no new info
Chamber – working on fulfilling Christmas requests from kids in the community; tech-talk program begins in January
LAC – working on criteria for historical structure award; conser house ad hoc will not have a December meeting; waiting on grant openings
MPO – no new info
FOL – grand opening was a success; still fundraising
Parks & Rec – no new info
MWACT – no new info
School Board – no new info
Fire Board – daytime meeting for special districts training; possible director they will be considering for the board
LOC – no new info
TC – social media policy work; next move to focus on social media use with Nixle and assisting the sheriff's office with community communication to improve security, etc. Adaptive Broadband tower going live

VIII. VISITORS

Nancy Hamby, 14886 Parish Gap – inquired about the status of the lawsuit, to which Sarah Cook explained the backup at the State Court level and we may not hear anything until spring time.

IX. COUNCIL COMMENTS

Mayor Myers acknowledged it was a great year and he was very impressed with the Council, noting there were a lot of completed tasks and forward progress.

X. ADJOURNMENT – Councilor Webster moved to adjourn. Councilor Beyerl seconded. All 6 were in favor and the meeting closed at 8:53pm.

MINUTES APPROVED this 24th day of January, 2019.



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Recorder