

**CITY OF JEFFERSON**  
Regular Council Meeting  
Executive Session  
October 24, 2019  
6:30pm

**COUNCILORS PRESENT:** Walt Perry, Dave Beyerl, Bob Rossiter, David Watkins, Edna Campau, Mayor Michael Myers, Audrey Webster

**COUNCILORS ABSENT:** None

**STAFF PRESENT:** Sarah Cook, CM/R; Jeff Buskirk, PWD

**I. COUNCIL MEETING CALL TO ORDER/FLAG SALUTE** – Mayor Myers called the meeting to order at 6:30pm and led in the flag salute.

1.1 LAC Presenting Historic Designation Award – skipped briefly until all parties were present

**II. OLD BUSINESS**

2.1 Resolution #1055, Adopting Council Rules & Procedures, Repealing Resolution #1026.

Sarah Cook explained that Councilor Perry had previously suggested adding a new section on the agenda to include Staff Comments; titles were also updated throughout the document. Mayor Myers asked the Council to consider moving the Committee/Dept Updates to worksession agenda's in the future, rather than having them at regular sessions. During the holiday months, when no worksessions were held, updates could still be given at the regular meeting. Council agreed with his suggestion and Dave Beyerl moved to adopt Resolution 1055 as amended. Councilor Rossiter seconded. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**

With all parties present, Mayor Myers returned to the LAC award presentations. Mark Manning came forward and spoke of the award the LAC would be issuing each month for the next year, leading up to the City's 150<sup>th</sup> birthday. The award, consisting of a beautiful plaque to be displayed on the home, and a certificate, were awarded to Marc and Jeana Manna, who came forward to receive it. They received the award in recognition of their historic home, located at 310 Church Street, known as the Smith house, built in 1910 in Queen Anne architectural style. Photo's were taken and applause was given.

2.2 Ad Hoc Committee Presentation – Re: Conser House Restoration – Cont'd from prior meeting

Frank and Patti Ball came forward. Patti spoke on the grant writing series she and Sarah Cook were attending, noting that what they were learning was very applicable to what they were doing. She shared the project charter and the 1-pager, which were homework assignments from the class, with the Council.

Moving on, Mayor Myers pointed out several considerations they all needed to keep in the back of their minds as they moved forward, such as clarification on who will be responsible for what at the Conser House, including building maintenance, landscaping; he imagined it would be similar to a landlord/tenant agreement. Also, clarification from the City on what will be continuously budgeted for the Conser House on an annual basis, other things that had value but no real price tag, including staff's time, equipment time, etc. In terms of the lease itself, he questioned Patti on the timeline she was envisioning, to which she replied that she hoped to start it in 2020, but for now, the MOU was their greatest concern because it was necessary for grant purposes, one of which she hoped to apply for in January, noting the Conser money would give them a big leg up. She wanted the Historical Society Board to have the opportunity to review the MOU so she appreciated

how promptly Sarah had prepared it. Councilor Beyerl noted that with the information from CIS, he was less apprehensive about moving forward, noting it brought them closer to figuring out the process.

In the draft MOU, Patti expressed concern regarding the statement about people entering the Conser House at their own risk, as she didn't want people to get the impression that it was unsafe to enter. Sarah Cook felt the sentence was too harsh as well, and suggested deleting it, to which the Council agreed. Patti's other concern was regarding the prior written consent of the City before any improvements could be made. She was concerned about having to take every part of the project before the Council, rather than submitting the whole plan for Phase I, II, and III for approval. Council explained that either Sarah Cook or Jeff Buskirk were "the City" as well, and the language did not specifically say it needed to go before Council. She was more comfortable with that interpretation. Sarah Cook reminded the Council of the City's no volunteer coverage policy and suggested the use of the Public Works staff to mitigate some of the costs of hiring a contractor to perform easier tasks, such as ripping out carpet and removing shelving. Councilor Perry emphasized the need to restrict access to volunteers and not schedule any events during times where work was being performed on any portion of the flooring, walls, electricity, etc. With no other comments, Patti would take the draft to her board meeting and bring back comments to the next meeting.

### **III. NEW BUSINESS**

#### **3.1 Bid Award for WTP Expansion Project**

Councilor Beyerl said because of the way construction was going, the bids came back so high, but if the City was able to pick up the additional loan money as suggested, he recommended proceeding. He moved to accept the recommendation of Westech Engineering as outlined in their letter. Councilor Campau seconded. Discussion: Councilor Webster confirmed doing so would not have an impact on the 5% rate increases. Jeff Buskirk explained the early projections used a 3% interest payback on the loan. The actual loan came in at 1%, so adding the additional million dollars still kept the numbers within the original estimate. Mayor Myers spoke on the great planning and saving of funds for the project, which could lead to skipping a COLA increase later. There was discussion on the capacity the plant would serve and the ease in expanding it down the road, which could extend the life of the plant to 70 years. All agreed it was a good investment for the future of Jefferson. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**

#### **IV. DISCUSSION/INFORMATION – None**

#### **V. CONSENT AGENDA – Beyerl moved to approve, seconded by Councilor Perry. All in favor: Ayes – 6, Opposed – 0. **APPROVED.****

#### **VI. COMMITTEE/DEPT UPDATES**

Library – establishing a teen advisory board; book sale with FOL a success

LAC – heard previously

Ad-Hoc – heard previously

Planning – 3<sup>rd</sup> and Hazel lot line adjustment on agenda; new member started so full committee again

Chamber – no new info, no meeting, no contact with president

TAC – no new info

LOC – we are hosting small cities meeting in Feb; lot of committees within LOC that need members

MWACT – no new info

FOL – Oct 26<sup>th</sup> Buncoween party; stuffing water bills on Nov. 1<sup>st</sup>

Parks & Rec – no new info

Fire Board – chose supplier for purchasing the ambulance; working on specs for new tender; brainstorming on wish list for Millersburg and Jefferson stations; received \$20k for hoses and self-contained breathing apparatus  
School Board – discussed demolishing middle school; sold modulars to another school; report on math scores was not very positive; will be implementing a new curriculum; excited to hear about school success act - state wide school funding approved by legislature; next meeting moved to the day after Veteran’s Day  
Technology – discussed security and privacy audit related to new computers; working to get audio on YouTube but having trouble with conversion/uploads; comparing internet provider/phone service for possible change; membership discussion re: allowing out of towners  
MPO – approved \$180k change to block grant in Albany; signed on to a household travel survey which will start after census is taken and likely be statewide; letter from governor urging MPO’s and transportation committees to look at ways of cutting greenhouse gases; Corvallis and Albany TAC agreed to joint meeting twice per year; December 16<sup>th</sup> regional conference with ODOT  
150<sup>th</sup> – need people to join committees; some things solidified; will be downtown, including the chuck wagon dinner; Sunday services; dollars coming in to fund it and more fundraising to come; big committee

**VII. VISITORS**

Karen Wells said November 5<sup>th</sup> was the Historical Society’s annual meeting and they were giving special recognition to honor Mike Barnes as the City’s local historian, which she asked Mayor Myers to present a proclamation for. He agreed he would be there.

Patti Ball said when the 150<sup>th</sup> group had just begun, she applied for a grant to the Siletz tribe. She was happy to report they were awarded \$3,700 to publish a book, make bookmarks, banners, and other marketing materials.

**VIII. COUNCIL COMMENTS**


Edna Campau reminded everybody about Tales from the Graveyard at the Cemetery Oct 26<sup>th</sup>. Bob Rossiter expressed gratitude for his ability to attend the Marion County leadership breakfast once a month, noting the great opportunity it provided him to network and learn.

**IX. CALENDAR CHANGES – none**

**X. EXECUTIVE SESSION – ORS 192.660(2)(e)** – Real Property Transactions – Mayor Myers stated the ORS and excused the Council, City Manager/Recorder and Public Works Director into the conference room at 7:45pm. Council entered back into regular session at 8:05pm.

**XI. ADJOURNMENT** – Councilor Webster moved to adjourn. Councilor Watkins seconded. All were in favor and the meeting closed at 8:05pm.

**MINUTES APPROVED** this 14<sup>th</sup> day of November, 2019.

  
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Michael D. Myers, Mayor

ATTEST:

  
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Sarah Cook, City Manager/Recorder