

CITY OF JEFFERSON
Regular Council Meeting & Executive Session
December 14, 2023
6:30pm

COUNCILORS PRESENT: Mayor Myers, Bob Rossiter, David Kellogg, Charles Vickery, David Watkins, Chandra Cruikshank, Keonali Hutley (zoom)
COUNCILORS ABSENT: None
STAFF PRESENT: Sarah Cook, CM/R; Jeff Buskirk, Alex Kemmer, and Kyle Ward from PW

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

II. OLD BUSINESS

- 2.1 Dangerous Building Update – Sarah Cook provided a brief update on the status of the case and indicated some of the additional work that had been done on the building. The owner was still awaiting final inspection from the County and upon completion, the City Manager would bring back a final report to the Council.
- 2.2 Main St. Improvements – Information from the City Engineer was provided in Council packets, which included a cost breakdown of the work that would be necessary to fully improve the street. Jeff Buskirk noted the amounts did not reflect costs for the streetscapes. Mayor Myers spoke on the possibility of grants or other funding, noting his conversation with Senator Wyden’s representative, Carina. All agreed the project would be challenging, but they needed to continue pushing ahead.

III. NEW BUSINESS

- 3.1 Annual DMV Dismantler Certificate Renewal – Councilor Rossiter moved to approve the license renewal, seconded by Councilor Watkins. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**
- 3.2 4th St. Right-Of-Way – Jeff Buskirk explained the matter, noting the area was not for public travel; however, a nearby homeowner was using it for personal access, which had created a muddy mess and he did not want the City to be liable should something happen. He suggested blocking it off with jersey barriers, to which the Council agreed.
- 3.3 Rural Prosperity & Partnership Act – Mayor Myers provided background on Congresswoman Salinas bi-partisan legislature proposal for financial and technical assistance to rural communities nationwide. He sought the Council’s support via a letter of support he had prepared, that he hoped they would all sign. Councilor Watkins was in favor of the show of support and moved as such. Councilor Rossiter seconded. Discussion: Councilor Cruikshank indicated she was not ready to sign the letter without more time to research the subject. All in favor: Ayes – 5, Opposed – 1 (Cruikshank). **APPROVED.**

IV. DISCUSSION/INFORMATION

- 4.1 Letter to District Judge Hernandez Re: Dam Drawdowns – FYI - there was brief discussion about the matter, with concerns expressed about the future water levels and overall availability of water if dams were removed.
- 4.2 Emergency Op Plan Funding & Timeline – FYI – update, no discussion.
- 4.3 WWTP Inspection Results – FYI – Jeff Buskirk noted the one remark in the report had been fixed immediately, explaining that it was not ever a problem, but rather, the inspector did not see the information in the City’s document so it was noted as missing and needed to be added. There was brief discussion on another recommendation in the report and the Public Works Director indicated they were not mandates.

- V. **CONSENT AGENDA** – Councilor Rossiter moved to approve the AP; seconded by Councilor Kellogg. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**

VI. COMMITTEE/DEPARTMENT UPDATES

Historical Society – Mayor thanked them for the time they made themselves and the Conser House available for tours

Planning – meeting in January

Fire Board – no new info

Parks & Rec – no new info

School Board – Providence pulled out of the plans to service the health clinic due to funding; in discussions with Samaritan now; drop in enrollment which means decreased funding, so they have consolidated some classes.

Library – no new info

Landmarks – currently reviewing City’s code in comparison to State, which will take several meetings

MWACT – no meeting

TAC – whole meeting was centered around Albany and Corvallis

City Parks – no new info; awaiting JES lease agreement; Mill St park progressing along

VII. VISITORS

Patti Ball handed out a Chamber newsletter and spoke on some highlights, including their next meeting date and a \$10k grant.

VIII. EXECUTIVE SESSION***ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees

The City Council, City Manager, and Public Works Director excused themselves to the conference room at 7:06pm following the Mayor’s announcement of the executive session authorized by the ORS provided. They reconvened in regular session at 7:24pm. Mayor Myers indicated Jeff Buskirk had reached the top of his pay scale; therefore, they were unable to provide a merit increase at that time.

However, the Council spoke very highly of his performance, noting he was certainly deserving and extremely valuable to the City. Councilor Watkins moved to approve a merit increase for Sarah Cook, expressing his appreciation to her. Councilor Rossiter seconded, adding that she always had answers to his questions and he appreciated the guidance she provided to the Council. Councilor Vickery and Kellogg offered similar sentiments, complimenting her ability to manage the day to day so well that they didn't have to worry about things. All in favor: Ayes – 6, Opposed – 0. **APPROVED.**


IX. COUNCIL/STAFF COMMENTS

Sarah Cook indicated she'd been working with Travel Salem on the ad for the Conser House, which was looking to be more spendy than first thought. Jeff Buskirk provided a brief update on the Marion County ARPA Grant, noting the City was back in the project after some internal differences with their criteria.

Mayor Myers shared an update on the visits from Senator Wyden and Congresswoman Salinas representatives, and noted an upcoming meeting with Sheriff Hunter. Further, as it was the year end, he asked the Council to come back in January with their thoughts and reflections of the year; what had been done well and what still needed work, and to be ready to share.

- X. ADJOURNMENT** – Councilor Kellogg moved to adjourn, seconded by Councilor Vickery. All were in favor and the meeting closed at 7:38pm.

MINUTES APPROVED this 25th day of January, 2024.



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Manager/Recorder