

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, July 10, 2017 – 7:00pm

COUNCIL MEMBERS:

MAYOR: Tom Boggs, Wayne Luzier, Dennis Riggs, Forrest Stone, Travis Tomlinson, Seth Vincent
Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
Senior City Recorder, Debbie Hamilton
Chief Finance Officer, Dan Wilson
Community Development Director, Brian Elliott
Public Works Superintendent, Aaron Swan
Public Safety Director, Kirk Sanfilippo
Deputy Fire Chief, Avery Hazzard
City Attorney, Chad Jacobs (via Skype)

Audience: Beth & Jim Houseman, Tami Trowbridge, Jean Galleher, Gary Dagel, Pamela Semas,
Becky Wattles, Pat Fahey, Adam Heberly

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: Excused – Councilor Luzier

Introduction of Media: April Ehrlich, News Review

PUBLIC COMMENT (agenda items only)

- None

CONSENT AGENDA

- **June 12, 2017 Minutes – Regular Meeting**
- **June 26, 2017 Minutes – Workshop Meeting**

MOTION made by Councilor Vincent to approve Consent Agenda; second by Councilor Tomlinson.

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Liquor License Application – Romulo’s Mexican Grill**

Staff Report – Director of Public Safety, Kirk Sanfilippo – After investigation, recommendation is to move forward with requested approval for Romulo’s Mexican Grill’s Liquor License.

MOTION made by Councilor Boggs to approve Liquor License Application for Romulo’s Mexican Grill as presented; second by Councilor Riggs.

Discussion: Councilor Tomlinson – What are the ramifications of not having a wall between the restaurant and Chevron’s convenience store? *That will be up to OLCC’s restrictions.*

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight

Opposed: None

Motion carried unanimously.

- **Central Avenue Construction Engineering Phases 1, 2a, & 3-4 Approval**

Staff Report – Community Development Director, Brian Elliott, provided a summary and reported Heberly Engineering, Adam Heberly, is present to answer any questions.

MOTION made by Councilor Stone to approve Central Ave. Construction Engineering Phase 1 – Comstock to Calapooia Street for \$74,869 as presented; second by Councilor Vincent.

Discussion: Councilor Stone confirmed portion is from Comstock to Calapooia. ***Correct. Elliott and Heberly explained the differences between design engineering and construction engineering.***

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight

Opposed: None

Motion carried unanimously.

MOTION made by Councilor Boggs to approve Central Ave. Construction Engineering Phase 2a – Calapooia to State Street for \$67,410.50 as presented; second by Councilor Riggs.

Discussion: Councilor Stone – Is moving sidewalks back (bulb-ins), trees, and lights included? ***Yes.*** Concerned if project gets cut back will have to go back and redesign after it's approved. ***Elliott – Intent is to come back to Council at July 24th meeting with options to review.*** Will amount be reduced if project is cut back? ***Heberly – Yes, and it depends on what is reduced; intent is to never overcharge for anything that hasn't been expended.*** Does that need to be included in the motion?

Councilor Tomlinson – Just approving the amount at this point, if there is a change can determine at next meeting. ***Elliott – Correct, if we do scale back will negotiate with Heberly.***

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

MOTION made by Councilor Vincent to approve Central Ave. Construction Engineering Phase 3-4 – State to Emerald Street for \$55,242 as presented; second by Councilor Tomlinson.

Discussion: Councilor Stone confirmed approval is for the Construction Engineering not the designing.

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Wastewater Treatment Plant Construction Engineering Approval**

Staff Report – Elliott summarized the WWTP Construction Engineering approval for \$1,355,000, and reported this amount was approved by Council in WW Facility Plan amendment on November 2013, and again on August 2016 for WW Final Design. Dyer Partnership, Steve Major, was unable to attend the meeting.

MOTION made by Councilor Tomlinson to approve WWTP Construction Engineering Approval for \$1,355,000 as presented; second by Councilor Vincent.

Discussion: Councilor Stone – How much more will costs be after 5-years? ***Elliott – Information is not with me tonight, but will get back to you; this number has remained the same since 2013. Elliott provided details regarding the contract.***

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Resolution 2017.13 – Sutherlin Sanitary Rates**

Staff Report – Finance Director, Dan Wilson, referred to Ordinance No. 1040 requiring rate increases be adopted by resolution. Sutherlin Sanitary Service owner, Pat Fahey, is present to answer any questions.

MOTION made by Councilor Tomlinson to approve Resolution 2017.13 – Sutherlin Sanitary Rates as presented; second by Councilor Riggs.

Discussion: Councilor Stone asked for clarification that rate increases are for recycling program users. ***Fahey – Increases are across the board for everyone. Flyers will be distributed to all Sutherlin customers explaining procedures and costs for the 65-gallon recycle carts. New rate structure also***

offers an on-call service for those who don't need pickups as often as every week. New rates are effective August 1, 2017.

Discussion continued concerning recycling process details.

Councilor Stone voiced concerns regarding this rate increase and the already scheduled water and sewer annual increases effecting citizens.

In Favor: Councilors Vincent, Stone, Boggs, Tomlinson, Riggs, and Mayor McKnight.

Opposed: None

Motion carried unanimously.

REPORTS

• Bid Award for Central Avenue

Staff Report – Elliott – Central Avenue Paving Improvement Project bid deadline was extended to June 29, 2017, allowing more time requested by construction companies to submit more competitive bids. By allowing that additional week, bids would come in approximately \$800,000 less. Construction companies also requested the start date be moved from July 12th to October 1, 2017. City received bids from Knife River and Guido Construction. Lowest bid was submitted by Guido for \$3,604,214.98, approximately \$51,000 less than Knife River. Bid Award options will be brought to Council at July 24th meeting for decision. Discussion continued regarding the bids, Elliott explained two items were not filled in on the low bidder's document, therefore could potentially be eliminated.

City Manager, Jerry Gillham, reported contacting Guido Construction to discuss the issues regarding their bid. Staff will seek advice from City Attorney prior to recommendation to Council.

Councilor Stone – Entire project will be from Church Road to Emerald? *That is our intent.* Would like to see Knife River do the paving, and Guido do concrete portion of the project. By setting this back, will there be a cost increase? *It will be the same price.*

Councilor Vincent – By pushing back the start date, will that push back next year's completion date? *August 2018 is the scheduled completion date. If contractor's current projects finish early, they will be able to start the project before October 1st.*

• Lumber Company Campaign

Staff Report – Gillham – This idea was brought to Council for consideration by Councilor Riggs. Staff is happy to produce a flyer for lumber companies if directed to do so by Council. A future project planned for Sutherlin involves these lumber companies; asking them for donations could put that project at risk. Mayor McKnight suggested Councilor Riggs meet with Gillham before Council moves forward.

• State Certification – Library

Staff Report – City Attorney, Chad Jacobs – City already has an ordinance in place regarding State's certification requirements, and will confirm with the state that everything in place is adequate. *Gillham – If not, it will take only minimal steps to update the library plan for the certification.*

Councilor Stone – Does this affect the IGA (Intergovernmental Agreement) with the [Sutherlin] School District? *No, they are part of this.*

Library Volunteer Coordinator, Jean Galleher, expressed appreciation to Council and Staff for moving forward with the certification, adding this opens up future alternatives for available funding.

- Library Volunteers will attend a national webinar on volunteers and their libraries tomorrow at Civic Auditorium.
- Story Time will be held at 2:00pm tomorrow and will include a visit from Wildlife Safari.
- Douglas County has stated Sutherlin Library is at the forefront.
- Patrons express their appreciation daily for the library being open.

CITY COUNCIL COMMENTS

Councilor Boggs –

- What is the building project across from Murphy Plywood? *Public Works Superintendent, Aaron Swan – It is hot rod shop.*

Councilor Tomlinson –

- Would like to thank Sutherlin Chamber Members for the recent Street Fair, it was a good event.

Councilor Riggs –

- What are Bay Cities Ambulance’s criteria for responding to calls and transporting a patient? *Sanfilippo asked for clarification.* Councilor Riggs provided details about an incident that happened with a neighbor. *Sanfilippo – Will need some details regarding the date and time; incident is inconsistent to what their practice has been.*

Councilor Vincent –

- Was out of town recently, it was great being able to access City’s and Chamber’s Facebook pages and see what is going on in town. Excellent job at getting the news out to the community. *Senior City Recorder/Community Relations Director, Debbie Hamilton – It is amazing how fast a post can travel. Splash Pad post had over 13,000 viewers and over 100 shares; playground post had over 12,000 viewers and over 95 shares, so far.*

Councilor Stone –

- Noticed Sutherlin sign at Exit 135 is peeling off. *Will check into that.*
- When reviewing police media report noticed the same guys are getting arrested over and over again. Is there a benefit for continually arresting these guys, it costs a lot of money to do that; is there another way to work around that? *Sanfilippo – Some arrests are court ordered. As far as a benefit, there is none regarding costs, most can’t pay their fines. If not arrested the community suffers as a result. Is there another option? It is not an option to leave them out in the community to create grief and discontent to others.*
- Recent IGA with ODOT stated City is the agency responsible. When project is done, how long is the warranty for? *Elliott – Will find out.*
- Is ODOT responsible for the electrical on traffic light [at interchange] during the repaving? *Swan – Yes, that is their section, it won’t cost the City.*
- Was the 2015 State standard requirements mentioned during “side-street” paving bid process? *Swan – This was an informal bid, met with Guido and Knife River’s estimators regarding the job.* Councilor Stone voiced concerns about the ability to enforce quality of work. *Swan – Will not accept the job if it doesn’t look good once completed, State 2015 standards were not specified in the bid process.*
- Is Splash Pad work “subbed” out? *Yes.* Did not see that in cost breakdown. *Elliott – Staff was asked this question at a previous Council meeting; Council was informed cost for installation was \$22,500.* *Swan – Some faulty equipment was shipped, replacement is being re-shipped.* Staff is installing the playground equipment? *Correct.*
- Is there an update on the Urban Growth Boundary (UGB) Swap? *Moving ahead and making progress, completion date set for February 2018.* Is there going to be a traffic study? *Have applied for a grant for the TSP (Transportation System Plan) should hear if we receive it in August.* If a person owns property there, when can they build? *Depends on the developer.*

City Manager – It is a frustrating process, City is totally beholden to other agencies.

- Would like to thank volunteers for putting the flags out [July 4th], volunteerism makes our community what it is.

Mayor McKnight –

- The Lion’s Club put the flags out; they also hosted a picnic in the park that we attended.
- Attended Oakland’s 4th of July celebration, Lion’s Club supplied the food for that event as well.
- Was out of town and unable to attend the Chambers’ Street Fair and Push Race, looks like everyone had a great time, was glad to be able to keep up with the events on City’s Facebook.
- Would like to thank Staff for the work at Central Park, a lot of people are very excited about the Splash Pad and new playground.

PUBLIC COMMENT –

- Resident, Becky Wattles – Wanted to find out about the park’s project completion timeline. Is there an estimated date it will be ready? *Swan – It should be ready by August 1st.*

- Wattles explained her husband drives a large truck for Umpqua Dairy and has voiced concerns about extra vegetation at intersections making it difficult to see oncoming traffic. Wanted to bring it to Council's attention.

Mayor McKnight asked for the locations of concern. Wattles stated she will find out the specific problem areas and report back.

Councilor Stone spoke of concerns about the high grass at the Chevron Station and near McDonald's parking lot.

ADJOURNMENT –

With no further business meeting adjourned at 8:10pm.

Approved: *Jerry Gillham*
Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris
Diane Harris, City Recorder

Todd McKnight
Todd McKnight, Mayor

APPROVED BY COUNCIL, AUGUST 14, 2017