

CITY OF SUTHERLIN
City Council Meeting
Sutherlin Civic Auditorium
Monday, July 13, 2020 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Debbie Hamilton, Forrest Stone, Michelle Sumner, Travis Tomlinson and Seth Vincent

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham

Finance Director/Asst. City Manager, Dan Wilson

City Recorder, Diane Harris

Deputy City Recorder, Melanie Masterfield

Community Development Director, Brian Elliott

Community Development Supervisor, Kristi Gilbert

Public Works Director, Aaron Swan

Police Chief, Troy Mills

Fire Chief, Mike Lane

Media Coordinator/Sign Language Interpreter, Nancy Rodriquez

City Attorney, Chad Jacobs (via Zoom)

Audience: Rob Rippy (Water Control District Manager), Chuck Brummel; Via Zoom: Pat Fahey, Peggy Brummel, Jim Houseman

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

Flag Salute:

Roll Call: Councilor Tomlinson via Zoom

Media: None

PUBLIC COMMENT (agenda items only)

- Rob Rippy introduced himself as the new Water Control District Manager.

CONSENT AGENDA

- a. **June 8, 2020 minutes – Regular Meeting**
- b. **June 11, 2020 minutes – Special Meeting**
- c. **Special Events Liquor Waiver – Music off Central**

MOTION made by Councilor Boggs to approve Consent Agendas as presented; second by Councilor Hamilton.

Discussion:

- Councilor Stone asked about insurance for Music off Central events. **City Manager, Jerry Gillham - \$1 million is required.**
- Councilor Sumner questioned having Music off Central. **Gillham – It may be subject to change but we are getting prepared now.**

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Bid Award – Ford’s Pond Construction**

Staff Report – Community Development Director, Brian Elliott, asked Council to award the contract to Cradar Enterprises, Inc. in the amount of \$456,170.00 for construction of Ford’s Pond Community Park & Trail Improvements projects 1 and 2A (phase 1). On July 9, 2020 a bid opening was held at the Community Center and six bids were received. Cradar Enterprises, Inc. submitted the lowest bid and is qualified for the project.

MOTION made by Councilor Stone to approve Bid Award – Ford’s Pond Construction to Cradar Enterprises, Inc. in the amount of \$456,170.00 as presented; second by Councilor Vincent.

Discussion:

- Councilor Stone questioned the alternative bid. *Elliott – That included hydro-seeding. Would like to see the trail completed instead.*
- Councilor Vincent – Does completed mean compacted rock? *There are two options: pave the path 2/3 of the 0.8 mile or use grindings and ¾” minus rock the entire 0.8 mile.*
- Mayor McKnight – How much of the trail will be completed? *For project 1 & 2A in phase 1, 0.8 mile will be completed.*
- Councilor Tomlinson suggested doing the asphalt, grindings & gravel first. *We are open for discussion.*
- Councilor Hamilton – Can you pave first then do the grindings? *We can work something out and calculate it.*

Discussion ensued between staff and Council. There will be a future meeting to discuss the possible use of grindings with city staff, Councilor Tomlinson and The Dyer Partnership Engineers & Planners, Inc.

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

Opposed: None

Motion carried unanimously.

- **Ordinance – Amending Ordinance No. 1040 – Sutherlin Sanitary Franchise Agreement (first reading, title only)**

City Recorder, Diane Harris, read the Ordinance by title only: *“An Ordinance of the City of Sutherlin amending subsection 3(A) of Ordinance 1040 to provide additional requirements associated with solid waste flow control.”*

Staff Report – City Manager, Jerry Gillham stated, the County has requested that the City require our solid waste franchisee to comply with the County’s Flow Control Ordinance.

MOTION made by Councilor Sumner to approve first reading, title only of Ordinance – Amending Ordinance No. 1040 – Sutherlin Sanitary Franchise Agreement as presented; second by Councilor Hamilton.

Discussion:

- Councilor Boggs – What’s the cost to our citizens? *Sutherlin Sanitary Owner, Pat Fahey – There won’t be any increase to the citizens. There may need to be a rate structure change at the landfill.*
- Councilor Stone – Is there a cost for the IGA? *Fahey – Doesn’t believe there is a cost at this point. City Attorney, Chad Jacobs – Right now, we’re just setting a franchise agreement. This will allow the County to set rates at the landfill. Doesn’t see costs changing much.*

Discussion ensued between Fahey, Jacobs and Council.

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

Opposed: None

Motion carried unanimously.

- **IGA – Douglas County Flow Control**

Staff Report – Gillham added, this IGA is next in the process relating to the above listed Ordinance and will ensure funding for ongoing operations and eventual closure of the Roseburg land-fill due to reaching capacity.

MOTION made by Councilor Vincent to approve IGA – Douglas County Flow Control as presented; second by Councilor Sumner.

Discussion: None

In Favor: Councilors Boggs, Sumner, Vincent, Stone, Hamilton and Mayor McKnight

Due to technical difficulties, Councilor Tomlinson was exited from Zoom and not able to vote.

Opposed: None
Motion carried unanimously.

STRATEGIC PLAN UPDATE (Reports in Council Packet)

• **Nicholas Court to St John Street Crosswalk**

Staff Report – Public Works Director, Aaron Swan, informed Council that after an engineer evaluated the site for the crosswalk, it was determined that (per ODOT standards) there wasn't enough visual distance to provide a safe crosswalk. At this time, the City will not be moving forward with this project.

- Councilor Vincent – N. Grove Ln. could use a crosswalk. *There isn't 250' of visibility so it's not feasible. We're looking at Opal St. or Jade St. to cross Central Ave.*
- Councilor Stone – Are we following state regulations? *Yes, ODOT.* Do we have to? *No, but after consulting with an engineer, it's a safer way to go.*

• **Long Term Budget Forecast**

Staff Report – Finance Director, Dan Wilson, explained that the purpose of this particular item is to project the City's financial status into the future. This is ongoing as part of the City's Strategic Plan.

COUNCIL COMMENTS

Councilor Boggs

- None

Councilor Sumner

- New fire engine looks really good.

Councilor Vincent

- None

Councilor Stone

- Questioned the cost of the meter readers. *Wilson – It's not much of a difference. Swan – The radios that read the meters were reaching a point of needing replaced at a costly amount, this is cheaper plus the time it took staff away from other projects.*
- Myrtle Street needs some repair.
- Bridge on Calapooia St. has holes.
- Is the radar gun is being used. *Police Chief, Troy Mills – Periodically.*
- A police officer was mentioned on Douglas County Rants & Raves. *Mills – It's a personnel matter and can speak privately after the meeting.*
- Isn't able to find the Council meeting audio recordings. *Deputy City Recorder, Melanie Masterfield – They're all on the website where you can view the Council packet.*

Councilor Hamilton

- None

Mayor McKnight

- Thanked the Lions Club for putting the flags out for the 4th of July.

PUBLIC COMMENT

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:47 p.m.

Approved: Jerry Gillham
Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield
Melanie Masterfield, Deputy City Recorder

Todd McKnight
Todd McKnight, Mayor

APPROVED BY COUNCIL ON AUGUST 10, 2020