

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, November 9, 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

Public Works Director, Aaron Swan

Police Captain, Kurt Sorenson

Fire Chief, Mike Lane

Audience: Councilors Elect: Larry Whitaker & Joe Groussman; Adam Sarnoski (Cooper Creek Creative), Morgan Leatherman (City Manager Intern)

Via Zoom: Battalion Fire Chief, Brandan McGarr; Sierra Moon

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

Flag Salute:

Roll Call: Councilor Stone - Excused

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

Mayor McKnight invited Adam Sarnoski of Cooper Creek Creative to discuss the Central Park Holiday Lighting Display.

- Adam Sarnoski updated Council on the 50' lighted Christmas tree that's being built and will be displayed in Central Park and showed a video image of what the tree will look like. There will be a sequence of lights on display with the capability of syncing to music. *Public Works Director, Aaron Swan - The smallest of the lighted trees (from last year's display) will be placed at the Visitor's Center, leaving the three largest at Central Park. The tree lighting will be on December 6th.*
- Early next year, Adam will be updating and cleaning the city sign at exit 135.

CONSENT AGENDA

- **October 12, 2020 Minutes – Regular Meeting**

MOTION made by Councilor Tomlinson to approve consent agenda as presented, second by Councilor Vincent.

Discussion: None

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

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Purchase Approval – Wild Land Brush Rig**

Staff Report – Fire Chief, Mike Lane, asked Council to approve the purchase of a 2021 Ford F-450 4x4 Crew Cab and chassis. The currently owned 2005 brush engine is scheduled for replacement in the 2020/2021 budget year. Fire staff would like to keep that engine, giving the Sutherlin Fire Department a total of 3 brush engines. Over the summer, one was staffed at Fair Oaks Fire Station and the '05 was sent to Glide, for the Archie Creek Fire, which left Sutherlin Fire Department without one.

MOTION made by Councilor Hamilton to approve Purchase of a Wild Land Brush Rig in the amount of \$89,693.23 as presented; second by Councilor Sumner.

Discussion:

- Councilor Boggs questioned lighting costs. Lane clarified.
- Mayor McKnight – Does the budget have sufficient funds for the purchase? *Finance Director, Dan Wilson – Yes.*

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

Opposed: None

Motion carried unanimously.

- **Resolution 2020.18 – Public Works Surplus Property – Sludge Truck**

Staff Report – Public Works Director, Aaron Swan, informed Council that with the new Wastewater Treatment Plant operations, the truck is no longer needed. It has also reached an age that extensive maintenance is required.

MOTION made by Councilor Vincent to approve Resolution 2020.18 – Public Works Surplus Property – Sludge Truck as presented; second by Councilor Tomlinson.

Discussion:

- Councilor Vincent – Is it a tanker truck? *Swan - Yes*

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

Opposed: None

Motion carried unanimously.

REPORTS

- None

STRATEGIC PLAN UPDATE

- **Sidewalks from Silver Glen to Quail Run** – Community Development Director, Brian Elliott, updated Council with sidewalk extension details. This fiscal year's budgeted funds will extend the sidewalk on the south side of Central Ave. from approximately Silver Glen to Grove St. I.E. Engineering is designing construction plans which should be completed by the end of November and will go out to bid the first part of 2021.
- **Central Park Holiday Lighting Display Improvements** – Mayor McKnight asked designer, Adam Sarnoski of Cooper Creek Creative, to give his presentation at the beginning of the meeting.

CITY MANAGER REPORT (VERBAL)

- Introduced the Councilors Elect – Joe Groussman and Larry Whitaker.
- Councilors Elect attended a Council Orientation hosted by staff to discuss city policies and procedures, the Strategic Plan, and met department heads.
- January's Council meeting will be a combination regular & workshop meeting, held at the Community Center. Councilors and Mayor will be sworn in and the workshop portion will consist of a Strategic Plan outline and Council Priority discussion for 2021-2022.

COUNCIL COMMENTS

Councilor Hamilton

- Congratulated the elected candidates.
- A complaint posted on Facebook of a hole in the pavement on Central Ave. by the train. *Swan – There was a water leak and it’s been cold patched. It’ll be fixed with hot mix soon.*
- Another complaint on Facebook of potholes at the intersection 6th street and the railroad tracks. *Swan – We’ve patched them a few times. The railroad is supposed to fix it. We’ll look at them again.*
- Heavenly Ct. has a large bump in the road. *Swan – We’ll look at it.*

Councilor Tomlinson

- None

Councilor Boggs

- Welcomed the new Councilors.
- Asked if the 2 week limit on signs hung on the fence around the train is still being enforced. *Gillham will follow up on it.*
- Shrubs need to be trimmed in front of the train so the holiday lights can be seen.

Councilor Sumner

- Asked about improvement plans for the intersection of Everett Ave. & State St. *Swan – It’s planned to be fixed next year.*
- Update on Schoon Mtn. water tank progress? *Swan – Minor water leaks have delayed completion, but it’s close to being done.*

Councilor Vincent

- Shout out to the Sutherlin Area Chamber of Commerce for the Halloween trick-or-treat through downtown businesses. The effort was great and it was a fantastic event for the community.
- Looking forward to the holidays and encouraged everyone to think about families in need.

Mayor McKnight

- Update on Ford’s Pond? *Elliott – It’s on track and should be completed by the end of December. Recreational Trails Program (RTP) grant for \$240,808.00 and the Land & Water Conservation Fund (LWCF) grant for \$205,775.00 have been approved but due to COVID-19, won’t be received until the first part of 2021 and will complete the 0.9 mile of trail that’s not being completed now. The Local Government Grant (LGG) for \$517,814.00 is lottery funded and has been put on hold due to COVID-19.*
- Welcomed new Councilors.
- Thanked the staff for hosting the Council Orientation.
- Thanked the Lion’s Club in advance for putting out the flags for Veteran’s Day.
- The Halloween event was well attended and a great function.
- Elliott added a shout out to Friends of Ford’s Pond for their involvement in the process of improvements at Ford’s Pond.

PUBLIC COMMENT

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:28 p.m.

Respectfully submitted by,

Melanie Masterfield

Melanie Masterfield, Deputy City Recorder

Approved: *Jerry Gillham*

 Jerry Gillham, City Manager

Todd McKnight

 Todd McKnight, Mayor

APPROVED BY COUNCIL ON DECEMBER 14, 2020