

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, May 10, 2021 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Joe Groussman, Debbie Hamilton, Michelle Sumner, Seth Vincent and Larry Whitaker

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
Finance Director, Tami Trowbridge
City Recorder, Diane Harris
Deputy City Recorder, Melanie Masterfield
Public Works Director, Aaron Swan
Community Development Director, Brian Elliott
Community Development Supervisor, Kristi Gilbert
Police Chief, Troy Mills
Fire Chief, Mike Lane
City Attorney, Chad Jacobs (via Zoom)

Audience: Chuck Brummel, Gary Dagel, Nancy Rodriguez

Via Zoom: Jamie Chartier

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

Flag Salute:

Roll Call: All Present

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Jennifer Bragg – Dial-A-Ride**

Jennifer was unable to attend tonight's meeting. Presentation will be postponed until a later date.

CONSENT AGENDA

- **April 12, 2021 Minutes – Regular Meeting**

MOTION made by Councilor Boggs to approve Consent Agenda as presented; second by Councilor Vincent

Discussion: None

In favor: Councilors Sumner, Boggs, Vincent, Whitaker, Hamilton, Groussman and Mayor McKnight.

Opposed: None

Motion carried unanimously.

PUBLIC HEARING

- **Development Code Amendments**

Mayor McKnight opened the Public Hearing at 7:02 p.m.

Members of Council were asked to disclose any conflicts of interest, ex-parte contact or personal bias. - *None*

Staff Report – Community Development Supervisor, Kristi Gilbert, explained that it has been a long process to get to this point. The Planning Commission (PC) held four workshops to update these code amendments. Notice of the

proposed amendments was mailed to the Oregon Department of Land and Conservation on February 8, 2021; Notice of the proposed amendments was sent to interested agencies at least 20 days prior to the PC meeting; and notice was also posted in the News Review on March 2, 2021. The PC received three public written comments – one from the Fair Housing Council of Oregon (FHCO) and the second was in partnership with the FHCO and submitted jointly with The Land Advocates. The third comment was from ODOT regarding driveway widths. These amendments are solely focused around housing. Gilbert briefly discussed further changes to the development code and stated that all information was in the staff report as well as noted in the packet.

Questions from Council members? *None*

Testimony in favor? *None*

Testimony in opposition? *None*

Neutral parties who wish to speak? *None*

The Public Hearing closed at 7:05 p.m.

Discussion from Council? *None*

COUNCIL BUSINESS

- **CBA Agreements – Sutherlin Police Officer’s Associations (SPOA)**

Staff Report – Police Chief, Troy Mills, asked Council to approve the 2021-2024 SPOA contract which reflects changes agreed upon between the City and the SPOA as well as changes discussed during executive session.

MOTION made by Councilor Vincent to approve CBA Agreements – Sutherlin Police Officer’s Association (SPOA) as presented; second by Councilor Hamilton.

Discussion: Councilor Hamilton asked for a clarification of contract dates. *Mills – There was a typo in the staff report. It should read 2021-2024 contract.*

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

Opposed: None

Motion carried unanimously.

City Manager, Jerry Gillham, emphasized that leadership at the Police Department is why contract approvals go smoothly.

- **Ordinance No. 1084 – Repealing Chapter 1.08 – Initiatives and Referendums (second reading & adoption)**

City Recorder, Diane Harris, read Ordinance by title only: *“An Ordinance of the City of Sutherlin repealing and replacing chapter 1.08 of the Sutherlin Municipal Code to update code provisions related to the initiative and referendum process.”*

Staff Report – Harris, stated that all information was in the staff report and was available for questions.

MOTION made by Councilor Hamilton to approve Ordinance No. 1084 – Repealing Chapter 1.08 – Initiatives and Referendums (second reading & adoption) as presented; second by Councilor Vincent

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Development Code Amendments (first reading, title only)**

Harris read Ordinance by title only: *“An Ordinance of the City of Sutherlin adopting text amendments to the Sutherlin Development Code.”*

Staff Report – Gilbert, stated that all information was in the staff report and was available to answer questions.

MOTION made by Councilor Hamilton to approve Development Code Amendments (first reading, title only) as presented; second by Councilor Sumner.

Discussion: None

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

Opposed: None
Motion carried unanimously.

- **Everett & State Street Improvements Approval**

Staff Report – Public Works Director, Aaron Swan, stated that all information was listed in the staff report and was available to answer questions. Everett Avenue from State St. to Calapooia St. will be updated as well as State St. from Central Avenue to the bridge.

MOTION made by Councilor Sumner to approve the engineer’s estimate in the amount of \$463,857 for street improvements at the intersection of Everett Avenue and State Street as presented; second by Councilor Hamilton.

Discussion:

- Councilor Whitaker – Is this estimate for total construction? *Swan – Yes.*
- Councilor Sumner – When will this project start? *Swan – Construction will hopefully start in late season but if there isn’t any interest in the project during the bid process, it may be postponed until spring of next year.*

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

Opposed: None

Motion carried unanimously.

CITY MANAGER REPORT

- Nothing relevant to report.
- Working on the mid-month Council update.

STRATEGIC PLAN UPDATE

- **New Central Park Water Feature**

Staff Report – Swan, announced that a new water feature is currently being built and will be installed by the end of May 2021. The new addition will be a “Bucket Dump” feature that has three tractor style buckets that will randomly fill with water and dump. It will replace the “Mushroom” water feature that hasn’t worked well since it was installed. It’s being constructed by Great Northern Trailers.

- Councilor Hamilton – What’s the mushroom structure? *Swan – It’s supposed to provide a fountain of water for kids to stand under but it never work right.*
- Councilor Groussman – Can the mushroom structure be donated? *Swan - We’ll keep it for spare parts.*

CITY COUNCIL COMMENT

Councilor Sumner

- Suggested holding 4th of July fireworks in Sutherlin since Roseburg has cancelled theirs due to lack of space to hold it.

Councilor Boggs

- West Central Ave. intersections are giving way. *Swan – The man holes are sinking and have been marked for replacement.* Is the city responsible for all the repairs? *We’re looking into some grant funding to help with repairs.*

Councilor Vincent

- Update on Schoon Mtn Tank leak? *Swan – It’s fixed. It has a new floor and completely sealed and it’s online.*
- Thanked the Sutherlin Area Chamber of Commerce for the First Citizen’s Banquet. It was wonderful and a great venue.
- Thanked the community for continued support.

Councilor Whitaker

- Received citizen complaints of dogs running loose on the west end of town.
- Sewer gas smell from the new Wastewater Treatment Plant. *Swan - The plant is still getting fine-tuned.*

- Vehicles with trailers are parking on both sides of Jade Street making it unsafe for more than one car to pass through at a time.

Councilor Hamilton

- The First Citizen’s Banquet was great, Tami Trowbridge did a fabulous job.
- There are some deep potholes in the road to the dog park. *Swan – We can take care of it.*
- There aren’t any signs posted at the entrance for the dog park. *Swan – We’ll look into it.*
- Exit 135 sign update? *Gillham - It’s still in the works. Cooper Creek Creative has been very busy. What about using a different company? Gillham – That’s a good idea, we’ll look into it.*
- Gave kudos to Randy Harris, Water Supervisor, for being a 27 year city employee just retired.

Councilor Groussman

- The Sutherlin sign at the corner of Dovetail Ln. is really faded. *Gillham – That belongs to the Sutherlin Area Chamber of Commerce.*
- The memorial flags in Central Park need replaced. *Gillham – The Lion’s Club takes care of it. Mayor McKnight – The Lion’s Club has a replacement schedule.*

Mayor McKnight

- The First Citizen’s Banquet event was great.
- Congratulated all the winners.
- The flower baskets and banners along Central Avenue look really good.
- Thanked the flower basket sponsors.

PUBLIC COMMENT (Off Agenda Items)

- None

ADJOURNMENT

With no further business, meeting adjourned at 7:28 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 JUNE 14, 2021