

MINUTES
STANFIELD CITY COUNCIL
REGULAR MEETING, PUBLIC HEARING, AND BUDGET COMMITTEE MEETING
TUESDAY, MAY 3, 2016
STANFIELD COUNCIL CHAMBERS
150 WEST COE AVENUE

CALL TO ORDER

The regular meeting and public hearing of the Stanfield City Council and budget committee meeting was called to order at 7:04 p.m. by Mayor Tom McCann at the Stanfield City Council Chambers, located at 150 West Coe Avenue, Stanfield, Oregon.

ROLL CALL

Members present were Mayor Tom McCann and Councilors Pam McSpadden, Don Tyrrell, Lynn Weathermon, Del Manley, Jason Sperr and Jack Huxoll. Also present were City Manager Blair Larsen, Police Chief Bryan Zumwalt, Librarian Cecili Longhorn, Finance Director Jerry Carlson, and budget committee members Jim and Susan Whelan, Steve and Paula Otzenberger, Gene Jorgenson, and Karen Johnson.

FLAG SALUTE

Mayor Tom McCann led the audience and members of the Council in the Pledge of Allegiance.

APPROVAL OF MINUTES FROM APRIL 19, 2016

Councilor Sperr said that he was present at the meeting, and the draft of the minutes states that he was not. Mayor Tom McCann approved the minutes for the April 19, 2016 council meeting as corrected.

RESOLUTION 2-2016: A RESOLUTION AUTHORIZING A FINANCING LOAN FROM THE WATER FUND BY ENTERING INTO A FINANCING CONTRACT WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY

Mr. Carlson asked what the length of time was for the loan. Mr. Larsen apologized and said that he did not have that information with him. He said that he thought the term was for ten years. Mr. Larsen said that part of the water master plan would be covered by a grant, and this loan would pay for the rest. Councilor Weathermon asked the total cost of the master plan and if bids have been requested yet. Mr. Larsen said that the total cost is \$80,000, with \$20,000 covered by a grant, and the remaining \$60,000 covered by the loan. He said that a request for bids is not required, as this does not meet the threshold, but he would like to anyway.

Councilors Weathermon and Sperr moved and seconded to approve the resolution. Ayes: McSpadden, Tyrrell, Weathermon, Manley, Sperr and Huxoll. Nays: None. Motion carried.

BUDGET COMMITTEE MEETING

Mayor McCann recessed the regular meeting and opened the budget committee meeting. Committee members Gene Jorgenson and Jim Whelan moved to appoint Steve Otzenberger as chair of the budget committee. No other nomination was made, resulting in Steve Otzenberger being selected as chairperson.

Mr. Larsen introduced the proposed budget. He said that it is similar to previous years, with no major changes. He said that the proposed budget includes funding to continue the façade improvement grant program and sidewalk improvement grant program, however, the sidewalk program has been shifted from the street fund to the general fund. He said that funding is also included in the general fund to pay for a video sign board to be erected somewhere on Main Street. He said that the budget includes funding for salary increases, but those increases are dependent on performance evaluations, and are not automatically made by the budget. Mr. Larsen said that each fund needs to be approved or adjusted by the committee, and then the entire proposed budget needs to be approved as a whole.

Susan Whelan asked about the risks associated with the proposed budget. Mr. Larsen said that everyone has a different idea of what risky is, but he did not consider it very risky. He said that he thought it was conservative. Councilor Sperr asked Mr. Carlson if he agreed. He said that he had not seen the whole budget. Mr. Carlson said that the City usually budgets low for revenue and high for expenditures. Mr. Larsen said that the City is continuing to budget contingency

funds for emergencies, with a goal of at least 10%. He said that the purpose of this is to make sure there is room in the budget in case there is a problem.

Gene Jorgenson and Susan Whelan moved and seconded to approve the revenues and expenditures for the General Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Susan Whelan and Karen Johnson moved and seconded to approve the revenues and expenditures for the Street Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Mayor McCann and Councilor Manley moved and seconded to approve the revenues and expenditures for the Water Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues and expenditures for the Sewer Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Susan Whelan and Councilor Huxoll moved and seconded to approve the revenues and expenditures for the Library Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Councilor Huxoll and Susan Whelan moved and seconded to approve the revenues and expenditures for the Public Safety Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Paula Otzenberger and Gene Jorgenson moved and seconded to approve the revenues and expenditures for the City Hall Reserve Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Gene Jorgenson and Karen Johnson moved and seconded to approve the revenues and expenditures for the System Development Charge Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Susan Whelan and Gene Jorgenson moved and seconded to approve the revenues and expenditures for the Garbage Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues and expenditures for the Fuel Tax Fund. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

Gene Jorgenson and Karen Johnson moved and seconded to approve the proposed budget as a whole and send it to the City Council for adoption. Ayes: McSpadden, Tyrell, Weathermon, McCann, Manley, Sperr, Huxoll, S. Otzenberger, P. Otzenberger, Jorgenson, J. Whelan, S. Whelan, Johnson. Nays: None. Motion carried.

The committee and Mr. Larsen talked about how System Development Charges are budgeted.

The budget committee meeting being finished, Mayor McCann declared a five minute recess before reopening the regular meeting.

COMMITTEE REPORTS

Police/Court: Chief Zumwalt submitted his report in writing. He said that it looked different because the Echo police activity was not included, but he can include that report if desired. Mr. Larsen said that he would like to receive the report on Echo police activity. Councilor McSpadden asked for it as well.

Public Works/Building: None. Mayor McCann asked if anything was happening with 170 S. Main Street. Mr. Larsen said that the realtor continues to show the property. Councilor Huxoll asked if the work had been done to divide the attic from City Hall had been done yet. Mr. Larsen said not yet, but he would talk to Mr. Morris about it.

Finance/Administrative: Councilors Sperr and Huxoll moved and seconded to pay the bills for the month of April 2016 in the amount of \$161,784.06 as funds become available Ayes: McSpadden, Tyrrell, Weathermon, Manley, Sperr, and Huxoll. Nays: None. Motion carried.

Safety: None.

Library: Mrs. Longhorn said that the Library is starting to plan summer reading, and a free lunch program for families and kids during the summer. She said that the Library received \$1,000 to buy early learning toys.

Councilors Huxoll and Sperr moved and seconded to approve all committee reports. Ayes: McSpadden, Tyrrell, Weathermon, Manley, Sperr and Huxoll. Nays: None. Motion carried.

PUBLIC HEARING: APPLICATION TO AMEND THE STANFIELD ZONING MAP, REVISING A TAX LOT AT 425 S. MAIN STREET FROM RESIDENTIAL TO DOWNTOWN

Mr. Larsen gave the staff report on the application. He said that the property is on the corner of South Main Street and Page Avenue, across the street from the Post Office. He said it is vacant now, but was previously a used car lot. He said that when the current zoning map was made, it was zoned residential, but borders the downtown zone to the north and the east. The owner has applied to change the zoning so that it can be used for commercial purposes. He said that the Planning Commission recommended that the change be made.

Councilor Sperr asked if it costs less to re-zone more properties at a time. Mr. Larsen said that the main cost is the required advertising for public hearings. He said that piecemeal zoning is not always a good idea, but that in this case he recommended it. He didn't recommend hunting for properties and changing their zoning without the owners applying for it first. He said it is wise to look at the zoning map regularly, but not too often. Steve Otzenberger went over the history of the zoning map, and said that the map was changed erroneously, and it should already be considered commercial. He said that this public hearing is necessary to correct the mistake of making the property residential.

Councilor Huxoll asked Mr. Don Moss if he was planning on selling the property. Mr. Moss said that it has been sold already.

The Council discussed code enforcement on properties on Main Street.

Councilor Weathermon asked if there was any negative public comment at the planning commission public hearing. Mr. Otzenberger said that a neighboring property owner on Page Avenue said she was opposed to the change because she thought it would affect her property value.

Hearing no other comments from the public, Mayor McCann closed the public hearing and reopened the regular meeting.

ORDINANCE NO. 419-2016: AN ORDINANCE AMENDING ORDINANCE NO. 339-2001 CHANGING THE USE OF TAX LOTS 9900 AND 10100 ASSESSOR'S MAP 4N 29 32 CD FROM RESIDENTIAL TO DOWNTOWN, AND AMENDING THE ZONING MAP

Councilors Sperr and Weathermon moved and seconded to approve Ordinance No. 419-2016. Ayes: McSpadden, Tyrrell, Weathermon, Manley, Sperr and Huxoll. Nays: None. Motion carried.

Mayor McCann noted that there was no emergency clause, so it would be read again at the next Council meeting.

COMMENTS FROM THE AUDIENCE

Mr. Jack Bell asked if parking semi trucks on Harding Avenue was permitted, he said that he reported one the other night. Chief Zumwalt said that he checked on this, but the officers who were on duty were tied up when the call came in and weren't able to check on it until later, but when they did, it was gone. Mr. Bell said this was not the first time that truck was there. He said

it was near 710 E. Harding, but the driver's house is on Sloan. Chief Zumwalt encouraged him to call in if it happens again.

OTHER BUSINESS

Mr. Larsen asked if any others besides Mayor McCann and Pam McSpadden were interested in attending the League of Cities meeting on May 18th. He also said that they were welcome to attend the Economic Development Summit in Pendleton on May 5th as well.

Mr. Larsen said that there would not be a second council meeting in May, but on that day, May 17th, there would be a community meeting for updating the downtown code.

COMMENTS FROM THE COUNCIL

Councilor Sperr asked if Jack Bell was pleased with the response. Mr. Bell said that he understood that the officers are busy and can't be everywhere. Councilor McSpadden asked Mr. Bell if the dog problem is still happening. Mr. Bell said yes, the same golden lab is out all the time.

Councilor Sperr asked about the grant for the path along stage gulch. Mr. Larsen said that the committees were meeting on Thursday, and he was not happy about the ranking that the subcommittee made. He said that it is not looking good.

Councilor Sperr asked about the City Manager's salary. Mr. Larsen said he would schedule an executive session for the next council meeting.

ADJOURNMENT

With no other business to consider, Mayor Tom McCann adjourned the regular meeting of May 3, 2016 at 8:00 p.m., with the next meeting scheduled for June 7, 2016.

Respectfully Submitted,

W. Blair Larsen, City Manager/Recorder

Attest: _____
Mayor

Date of Approval: _____