

LEBANON CITY COUNCIL
MINUTES
July 8, 2020

Council Present Mayor Paul Aziz, Councilors Jason Bolen, Robert Furlow, Rebecca Grizzle, Wayne Rieskamp, Karin Stauder and Michelle Steinhebel

Staff Present City Attorney Tré Kennedy, Interim City Manager/Engineering Director Ron Whitlatch, City Recorder Kim Scheafer, Police Chief Frank Stevenson, Finance Director Matt Apken and Community Development Director Kelly Hart

CALL TO ORDER Mayor Aziz called the electronic meeting to order at 6:00 p.m. using Zoom web conferencing due to the COVID-19 pandemic.

ROLL CALL All Councilors were present.

CONSENT CALENDAR *Councilor Steinhebel moved, Councilor Stauder seconded, to approve the Consent Calendar as presented. The motion passed unanimously.*

AGENDA Lebanon City Council Agenda – July 8, 2020
COUNCIL MINUTES June 10, 2020 Regular Session

PROCLAMATIONS

Mayor Aziz read the proclamation celebrating the July 26 anniversary of the signing of the Americans with Disabilities Act.

PUBLIC COMMENTS

Mayor Aziz read an email from Jereme Guenther asking Council to reject Governor Brown's mandate, requiring all Oregonians to wear a mask when leaving their homes for any public buildings or businesses, in Lebanon.

PUBLIC HEARINGS

1) Annexation – Oak Street

City Attorney Kennedy reviewed public hearing quasi-judicial procedures. He stated that the hearings were noticed and testimony was requested in writing ahead of time. No written testimony was submitted, nor were there any requests for opportunity to speak regarding the hearings. *Mayor Aziz opened the Public Hearing at 6:08 p.m.* There were no submitted objections to the notice sent out in this case or to the jurisdiction of this body to hear and consider this case. There were no declarations of ex parte contact or conflicts of interest by any Council member.

Community Development Director Hart requested Council approval of an annexation request for property located on 820 W. Oak Street. The Council previously authorized an emergency sewer connection for this property, which was contingent upon the annexation into the City. The land is located within the Lebanon urban growth boundary and is adjacent to City limits, The applicant accepts the automatic zoning designation of the Residential Mixed Density zone upon annexation. The Planning Commission found that the application complies with the Development Code decision criteria and voted unanimously to recommend Council approval of the application.

Mayor Aziz reported that no applicant testimony or comments were received regarding this application. He closed the Public Hearing at 6:11 p.m. Kennedy read the title of ORDINANCE BILL NO. 2020-08, ORDINANCE NO. 2948. **Councilor Grizzle moved, Councilor Rieskamp seconded, to APPROVE ORDINANCE BILL NO. 2020-08, ORDINANCE 2948, A BILL FOR AN ORDINANCE ANNEXING AND ZONING PROPERTY FOLLOWING CONSENT FILED WITH THE CITY COUNCIL BY LANDOWNERS IN SAID AREA PURSUANT TO ORS 222.120 AND ORS 222.170. FILE A-20-03; TRAVIS WAGER. The motion passed unanimously.**

[Councilor Steinhebel left the meeting due to loss of WiFi connection.]

2) Annexation – Street Segments

Kennedy stated that the public hearing quasi-judicial procedures are the same. Nothing was submitted and no one requested to speak during public comment. *Mayor Aziz opened the Public Hearing at 6:13 p.m.* There were no submitted objections to the notice sent out in this case or to the jurisdiction of this body to hear and consider this case. There were no declarations of ex parte contact or conflicts of interest by any Council member.

Hart requested Council approval of an annexation request for various street segments into the City to organize jurisdictional boundaries. This was initiated by the Engineering and Police Departments to create a more appropriate city boundary for service and to provide opportunity for the local Police Department to enforce parking restrictions on certain streets. The annexation only includes the public rights-of-way so there is no zoning designation identified for these segments. This does not impact private properties that may abut the rights-of-way in question. No private property is proposed to be annexed as part of this application and there is no zone change or change in allowed uses on private property.

Mayor Aziz closed the Public Hearing at 6:16 p.m. Kennedy read the title of ORDINANCE BILL NO. 2020-09, ORDINANCE NO. 2949. **Councilor Stauder moved, Councilor Furlow seconded, to APPROVE ORDINANCE BILL NO. 2020-09, ORDINANCE 2949, A BILL FOR AN ORDINANCE ANNEXING CERTAIN STREET SEGMENTS INTO THE CITY FILED WITH THE CITY COUNCIL BY THE CITY OF LEBANON PURSUANT TO ORS 222.120 AND ORS 222.170. FILE A-20-02; CITY OF LEBANON. The motion passed unanimously.**

REGULAR SESSION

3) Budget (Levying Taxes) Amendment

Finance Director Apken presented an amendment to Resolution No. 2020-11 that includes delinquent sewer (\$25,416.81) and storm drain (\$2,988.43) assessments. He confirmed for Councilor Grizzle that these accounts are not COVID-related; they have been delinquent since last year.

Kennedy read the title of RESOLUTION NO. 2020-16. **Councilor Furlow moved, Councilor Stauder seconded, to APPROVE RESOLUTION NO. 2020-16, A RESOLUTION AMENDING SECTION 1 OF RESOLUTION NO. 2020-11 TO INCLUDE DELINQUENT SEWER AND STORM DRAIN ASSESSMENTS. The motion passed unanimously.**

Mayor Aziz temporarily adjourned as the Lebanon City Council and convened as the Urban Renewal Agency.

4) Amending Section 1 of Resolution 2020-13 to Correct Request for Taxes for the Northwest Lebanon Urban Renewal District

Apken requested approval to amend Section 1 of Resolution 2020-13 to correct a request for taxes for the NW Lebanon URD. The correct number for the property value that taxes will be based on is \$60,000,000.

Kennedy read the title of RESOLUTION NO. 2020-07. **Councilor Grizzle moved, Councilor Rieskamp**

seconded, to APPROVE RESOLUTION NO. 2020-07, A RESOLUTION AMENDING SECTION 1 OF RESOLUTION NO. 2020-13 TO CORRECT REQUEST FOR TAXES FOR THE NORTHWEST LEBANON URBAN RENEWAL DISTRICT. The motion passed unanimously.

Mayor Aziz adjourned as the Lebanon Urban Renewal Agency and reconvened as the Lebanon City Council.

5) PFM Financial Advisors LLC Agreement

Apken presented a request for staff to enter into a contract with PFM Financial Advisors LLC for municipal advising services.

Councilor Stauder moved, Councilor Furlow seconded, to APPROVE AN AGREEMENT WITH PFM FINANCIAL ADVISORS LLC TO ASSIST WHEN WORKING ON ISSUING DEBT. The motion passed unanimously.

6) State of Oregon Grant Agreement for Reimbursement of COVID-19 Expenses

Apken requested approval for staff to enter into a grant with the State of Oregon for COVID-19 costs of over \$93,000. Reimbursement includes costs for PPE, staff time off and staff time spent on COVID-19, and laptops and equipment for telecommuting. There is potential for more funds for expenses incurred after May 15, 2020.

In response to Councilor Furlow's question about an end date, Apken said that the federal awards program is open through December 21, 2020, but it depends on how much funding is left.

[Councilor Steinhebel rejoined the meeting.]

Councilor Rieskamp moved, Councilor Grizzle seconded, to APPROVE THAT THE CITY ENTER INTO A GRANT AGREEMENT WITH THE STATE OF OREGON FOR COVID-19 EXPENSE REIMBURSEMENT. The motion passed unanimously.

7) CDBG Emergency Assistance Grant

Hart asked for a motion to enter into an Emergency Childcare CDBG Intergovernmental Agreement with the City of Sweet Home, who would be the grant administrator and would be responsible for records associated with the grant.

Councilor Furlow moved, Councilor Stauder seconded, to APPROVE THAT THE CITY ENTER INTO AN EMERGENCY CHILDCARE CDBG INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SWEET HOME. Councilor Rieskamp abstained since he is a member of the Boys & Girls Club Board. The motion passed unanimously.

8) League of Oregon Cities Request for Top Four Legislative Priorities for 2021

Interim City Manager/Engineering Director Whitlatch presented the League of Oregon Cities priorities survey that is sent out prior to the legislative session.

After discussion, **Council consensus was to recommend to the League of Oregon Cities the following as its top four legislative priorities: COVID-19 Economic Recovery Investments; Increased Budgetary Flexibility During Budgetary Emergency; Infrastructure Financing and Resilience; and Mental Health Service Delivery.**

9) City Manager's Report – Whitlatch provided updates:

- Staff is proposing that the City renew the extension of the auditor's contract. Apken confirmed that it has been easy to work with the current auditor. He added that with the pandemic and possibility of changing software, it may be good to stay with the same auditor. **Council consensus was to stay with the current firm that performs auditing services for the City.**

ITEMS FROM COUNCIL

Mayor Aziz announced information about running for the elected offices of Mayor and City Councilor. The filing period is from July 13, 2020 through 5:00 p.m. on July 31, 2020. City officials with terms expiring December 31, 2020 are Mayor Aziz, Councilor Furlow (Ward 1), Councilor Grizzle (Ward 2) and Councilor Bolen (Ward 3). Please contact the City Recorder Kim Scheafer to schedule a time to complete the paperwork.

PUBLIC/PRESS COMMENTS – *There were none.*

NEXT SCHEDULED COUNCIL MEETING(S) – August 12, 2020 (6:00 p.m.) Regular Session. There was a brief discussion about holding a hybrid meeting with only Council and staff present at the Santiam Travel Station and citizens viewing the meeting through Zoom.

The Council convened into Executive Session at 6:43 p.m.

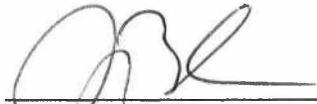
EXECUTIVE SESSION – *Per ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.*

REGULAR SESSION – *The Council reconvened into open session at 7:40 p.m.*

ADJOURNMENT – Mayor Aziz adjourned the meeting at 7:40 p.m.

[Minutes prepared by Donna Trippett]

Minutes Approved by the Lebanon City Council on this 12th day of August 2020.



Paul R. Aziz, Mayor
Jason Bolen, Council President

ATTESTED:


Kim Scheafer, MMC, City Recorder