

**PHILOMATH CITY COUNCIL
MINUTES
March 9, 2015**

1. CALL TO ORDER

The city council of the City of Philomath was called to order on Monday, March 9, 2015, at 7:03 p.m. in the Philomath City Hall Council Chambers by Mayor Rocky Sloan.

2. ROLL CALL

Present:

Mayor Rocky Sloan
Councilor Angie Baca
Councilor Doug Edmonds
Councilor Tamera Hull
Councilor Jason Leonard
Councilor Sean Manning
Councilor Eric Niemann

Excused:

Staff Present:

City Manager Chris Workman
City Attorney Jim Brewer
Chief of Police Ken Elwer
Finance Director Joan Swanson
Public Works Director Kevin Fear
Police Administrative Assistant Shelley Bartlow

3. CONSENT AGENDA

- 3.1 City Council Minutes – February 9, 2015**
- 3.2 Park Advisory Board Minutes – February 3, 2015**
- 3.3 Public Works Committee Minutes – February 5 and 12, 2015**
- 3.4 Police Committee Minutes – February 19, 2015**
- 3.5 Planning Commission Minutes – February 17, 2015**
- 3.6 2015-2016 Standing Committee and Representative Assignments**
- 3.7 Policy #15-01 Executive Session News Media Attendance Policy**

MOTION: Councilor Baca moved, Councilor Edmonds second, to approve the consent agenda and the council agenda for March 9, 2015, as presented. Motion APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.)

4. ITEMS REMOVED FROM CONSENT AGENDA

- 4.1 None.**

5. VISITORS/PETITIONS

- 5.1 Colin Horton, 4880 NE Hwy 20, Corvallis - Mr. Horton introduced himself to the council and shared his desire to open a dispensary for medical marijuana on Main Street in the Gateway Gallery building. He is interested in applying for a license and opening on May 1st. Councilor Manning asked why he was interested in the Philomath location since he lives in Corvallis. Mr. Horton said there are already four locations in Corvallis, and he would like to target the**

1 Philomath area. He stated he likes Philomath and is interested in relocating
2 here. He met with the city manager and was encouraged to attend the City
3 Council meeting to introduce himself. After a brief discussion, Mr. Workman said
4 he would do more research on this topic and bring it back to the next Council
5 meeting; and Mr. Horton would be invited back to a later meeting.
6

7 **6. STAFF REPORTS**

8 **6.1 City Manager** – Mr. Workman reported that the park shelter dedication and
9 ceremony would be held this Saturday, March 14, at 9:30 AM. The mayor will be
10 presenting and Randy Kugler will be honored by having the shelter named after
11 him. The Lions, Philomath Community Foundation and The Ford Foundation are
12 also on the agenda to speak because of their generous contributions to the
13 project. Mr. Workman extended special thanks to Public Works for the hours it
14 took to get everything ready.
15

16 **6.2 Public Works Director** – Mr. Fear reported that Spring clean-up is coming April
17 13 through 18 and the hours will be 8 AM to 4 PM. He stated that no Freon items
18 are allowed this year and treated wood will need to go in the trash instead of the
19 recycle bin.
20

21 **6.3 City Recorder** – Excused.
22

23 **6.4 Finance Director** – Ms. Swanson reported that the auditors were here the past
24 week and everything went well. She stated they will be back for their regularly
25 scheduled appointment in September.
26

27 **6.5 Police Chief** – No report.
28

29 **6.6 City Attorney** – No report.
30

31 **7. COUNCIL REPORTS**

32 **8.1 Councilor Niemann** reported that the new newspaper, Philomath Express,
33 currently has 230 subscriptions, and they need 500. The Mayor offered his
34 support and hoped Philomath citizens would step up and support it also.
35 Councilor Baca commented that her husband was enjoying the sports page in
36 particular. She stated it was very detailed and included all sports. Councilor
37 Niemann said it costs \$39 per year; and if anyone is interested, the number is
38 541-967-2490.
39

40 **Councilor Edmonds** reported that the District robotics competition at Philomath
41 was coming up March 27-28. Joan Swanson has volunteered to help at this
42 event, and he is still looking for more judges.
43

44 **Councilor Hull** reported that she recently visited Newport and was talking to the
45 Fisherman's Wives about Save the Helo, a newly formed organization to save the
46 Coast Guard helicopter. Due to lack of federal funds the community may lose this
47 resource which is so important for saving lives. She encouraged the Council to
48 write letters in favor of supporting this service. The Mayor shared that he would
49 write a letter, especially since his father was saved at sea by a Coast Guard
50 helicopter in 1989.
51

1 **8. NEW BUSINESS**

2 **8.1 Review and adoption of 2015-2016 Capital Improvement Plan** – Ms. Swanson
3 explained that Public Works annually reviews what is new and what needs to be
4 updated on the schedules. They specifically look at large equipment,
5 infrastructure and facilities that need to be replaced or updated. Councilor
6 Leonard chairs the Public Works Committee and said the Committee spent a lot
7 of time reviewing and discussing the details. He stated the Committee was
8 satisfied with the updated plan.
9

10 **MOTION:** Councilor Edmonds moved, Councilor Leonard second, the City
11 Council approve the 2015-16 Capital Improvement Plan as presented. Motion
12 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and
13 Sloan; No: None.)
14

15 **9. ORDINANCES / RESOLUTIONS**

16 **9.1 Resolution 15-01 Setting Utility Rates** - Ms. Swanson explained that
17 traditionally the city implements an annual cost of living increase so that in no
18 one year there is a large increase. This year the minimum increase just to keep
19 revenue even with expenses is about a 3.3 percent increase. After a lengthy
20 discussion in the Public Works Committee meeting, they recommended an 8.2
21 percent increase effective July 1, 2015. This increase reflects two goals the
22 Council has adopted which are an upgrade to the water treatment plant and the
23 replacement of the 1952 sewer lines.
24

25 Mayor Sloan explained the base rate and how it is reached. He also pointed out
26 and referred to the hand out which compared Philomath to other cities in Oregon
27 and showed how the city tries to keep its rates low compared with other cities.
28

29 Councilor Edmonds reported that after much discussion the Committee felt
30 comfortable, after looking into the future and discussing numbers, that this
31 increase would prepare the city and take a proactive approach.
32

33 Ms. Swanson answered Councilor Leonard's question explaining that the water
34 rates had not increased in the past 3 years, but the water treatment plant is at
35 capacity and the City needs to prepare for the future. She also commented on
36 several cities that had to raise their rates all at once because they did not
37 prepare for the future, and the City wants to take a proactive approach.
38

39 Councilor Niemann commented that the treatment plant is at capacity right now,
40 so that is another factor to consider in this increase. System development
41 charge fees are down, housing starts are down and the money has to come from
42 somewhere in order to expand the infrastructure.
43

44 Councilor Edmonds said that a nicely worded statement to the citizens explaining
45 the reasons for the increase would be very helpful. Ms. Swanson said this was
46 already in the works and would be placed in the newsletter and on the website.
47

48 **MOTION:** Councilor Baca moved, Councilor Manning second, the City Council
49 approve Resolution 15-01 setting utility fees in the City of Philomath as
50 presented. Motion APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard,
51 Manning, Niemann and Sloan; No: None.)

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

9.2 Ordinance #791 Amending Chapter 2.40 Tree Advisory Board regarding terms of membership and scope of permit requirements – First reading – Mr. Brewer read the proposed ordinance twice by title.

ROLL CALL VOTE: Ordinance #791 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8, 2015

9.3 Ordinance #792 Amending Chapter 6.10 Animals regarding maximum leash length – First reading – Mr. Brewer read the proposed ordinance twice by title.

Mayor Sloan explained this amendment is basically cleaning up language so that it is more clearly understood.

ROLL CALL VOTE: Ordinance #792 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8, 2015

9.4 Ordinance #793 Amending PMC Chapter 9.15 Nuisances, adding Section 9.15.025 regarding use of a recreational vehicle as a dwelling, and setting an effective date – First reading – Mr. Brewer read the proposed ordinance twice by title.

Mr. Workman explained that the intent of this change is to make the code more clear and add language to explain what a recreational vehicle is.

ROLL CALL VOTE: Ordinance #793 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: March 9, 2015

9.5 Ordinance #794 Amending Chapter 12.10 Parks regarding maximum leash length – First reading – Mr. Brewer read the proposed ordinance twice by title.

ROLL CALL VOTE: Ordinance #794 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8, 2015

9.6 Ordinance #795 Amending Chapter 12.15 Rights of Way, adding Section 12.15.060 obligation of property owner to perform maintenance – First reading – Mr. Brewer read the proposed ordinance twice by title.

Mr. Workman explained that the new wording will clear up the expectations of homeowners with public right-of-way property abutting their property.

ROLL CALL VOTE: Ordinance #795 APPROVED 7-0 (Yes: Baca, Edmonds, Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8, 2015

1 **9.7 Ordinance #796 Amending Chapter 13.20 Sewer System, regarding pre-**
2 **treatment of waste before discharge into city sewer and adding Sections**
3 **13.20.150 to 13.20.250 regarding unauthorized connections and**
4 **enforcement – First reading –** Mr. Brewer read the proposed ordinance twice
5 by title.
6

7 Councilor Edmonds summarized that the changes explained the authorized use
8 of the sewer system as opposed to the unauthorized use to make the ordinance
9 clearer. Councilor Niemann added that this kind of parallels the recreational
10 vehicle changes in Chapter 9.15.
11

12 **ROLL CALL VOTE:** Ordinance #796 APPROVED 7-0 (Yes: Baca, Edmonds,
13 Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8,
14 2015
15

16 **9.8 Ordinance #797 Amending Chapter 13.30 Water System, adding Section**
17 **13.20.280 to 13.20.380 regarding unauthorized connections and**
18 **enforcement – First reading –** Mr. Brewer read the proposed ordinance twice
19 by title.
20

21 Mr. Fear explained that the proposed amendments clarify current practices. He
22 stated they also define the backflow testing compliance process and associated
23 fees.
24

25 **ROLL CALL VOTE:** Ordinance #797 APPROVED 7-0 (Yes: Baca, Edmonds,
26 Hull, Leonard, Manning, Niemann and Sloan; No: None.) Effective Date: April 8,
27 2015
28

29 **10. INFORMATION/CORRESPONDENCE**

30 **10.1 Website Report for February 2015 –** Councilor Niemann commented positively
31 on the hits that the website is getting and the fact that it was interesting to
32 compare to other cities. Based on the benchmarks, Philomath looks pretty good.
33

34 **10.2 Philomath Connection Monthly Ridership for February 2015 –** No comments.
35

36 Mr. Workman reminded the council that at the April council meeting there will be
37 a work session starting at 6:30 to review a CIS insurance video.
38

39 **ADJOURNMENT**

40 **11.1 Adjournment –** Seeing no further business, Mayor Sloan adjourned the meeting
41 at 7:52 p.m.
42

43 SIGNED:
44 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder