

1
2 **6. VISITORS/PETITIONS**

3 **6.1** None.
4

5 **7. STAFF REPORTS**

6 **7.1 City Manager** – Mr. Workman reported that the City is working with the Public
7 Arts Council and the high school to establish an art project on the railing in front
8 of the grocery store. He stated that the design is being coordinated with Public
9 Works to make sure the rail can support it. He also followed up on the
10 panhandling discussion from the last Council meeting and stated that he has had
11 discussions with Chief Elwer regarding that issue. He stated that, for now, the
12 Police Department will use existing ordinances and laws to manage the issue.
13 Mr. Workman stated that, as of today, the two newest officers are patrolling on
14 their own. Mayor Sloan noted that any artwork should not be placed too close to
15 the entry due to cars that tend to hit the end of the railing when bad weather
16 makes the street slippery.
17

18 **7.2 Public Works Director** – Mr. Fear reported that new employee Matt Butler
19 started work today. He stated there were no issues with the reservoir cleaning
20 last month. He also reported that the parking lot from City Hall to the Library was
21 sealed this weekend. New parking stripes will be applied in the near future. Mr.
22 Fear also reported on four sewer line breaks within the past month that were all
23 old 1952 pipe. He stated that TV review of the sewer lines in the Urban Renewal
24 Area will begin soon in preparation for the line replacement project in that area
25 early next summer.
26

27 **7.3 City Recorder** – Ms. Post reported that she will be out of the office next week to
28 attend the International Institute of Municipal Clerks conference on a scholarship
29 provided by the Oregon Association of Municipal Recorders. She noted that the
30 scholarship will cover all of her travel costs.
31

32 **7.4 Finance Director** – No report.
33

34 **7.5 Police Sergeant** – Sgt. Rueben reported on the sentencing last week of the
35 individual who committed the armed robbery at the Philomath Market last year.
36 He also reported on the arrest of an individual last month and recovery of over
37 130 stolen items. They have reviewed all of their old robbery reports to identify
38 the owners of the property and are proceeding with identifying victims in
39 Corvallis.
40

41 **7.6 City Attorney** – No report.
42

43 **8. COUNCIL REPORTS**

44 **8.1** Eric Niemann – Councilor Niemann reported on efforts by the Mid-Valley Media
45 Group and Philomath Express to increase subscriptions and provide marketing
46 information locally. He stated that the publisher has restated his commitment to
47 the community and they are up to 375 subscriptions. He also reported that on
48 May 11, 1861, Mount Union Cemetery was established. He read a short history
49 of the cemetery's origin by former slave Ruben Shipley. He stated the Cub
50 Scouts will be working with the OSU Army ROTC Cadets to plant flags on May

1 21st in preparation for Memorial Day weekend. He noted that this supports the
2 Council goal to increase engagement with OSU.
3

4 **9. NEW BUSINESS**

5 **9.1 City Council Vacancy Appointment and Oath of Office** – Mr. Workman stated
6 that two applications for the City Council vacancy were received. He invited each
7 applicant to come forward and answer any questions the Council may have.
8

9 Charla Koeppe, Philomath, OR – Ms. Koeppe explained that she had previously
10 served on the Council and was term limited out. She stated that the break was
11 good as this is her twin daughters' senior year of high school; however, she
12 enjoyed her time on the Council and would look forward to serving again.
13

14 Cyndi Marrs, Philomath, OR – Ms. Marrs stated that she previously lived outside
15 of the city limits and that Philomath is a great place to be. She stated she likes
16 the small town atmosphere of events like the Frolic parade and knowing all of the
17 police officers in town.
18

19 Councilor Baca encouraged whoever isn't selected to consider volunteering for
20 another committee.
21

22 **COUNCIL VOTE BY BALLOT** – Ms. Post reported that Charla Koeppe had
23 received the majority of votes required for appointment.
24

25 **OATH OF OFFICE** – Ms. Post administered the oath of office to Charla Koeppe.
26 Councilor Koeppe took her seat on the Council at 7:27 p.m.
27

28 **9.2 Police Chief Recommendation** – Mr. Workman summarized the Council's
29 action at the last City Council meeting which gave him the opportunity to look
30 internally for Ken Elwer's replacement when he retires in August. He reported his
31 recommendation is to name Sergeant Ken Rueben as the Police Chief as of
32 August 22, 2015. Sgt. Rueben described his enthusiasm to be a part of the
33 Philomath Police Department and to serve as the new police chief. He described
34 some of the differences between his former work at the state level in the
35 Department of Justice and working at a community like Philomath. He stated he
36 can do investigations all day long but it has taken him a bit to get accustomed to
37 being back on the street doing patrol work again.
38

39 Councilor Leonard described his ride-along last year with Sgt. Rueben and stated
40 it was a great experience. Mayor Sloan also described his positive professional
41 interaction with the Sergeant.
42

43 **MOTION:** Councilor Baca moved, Councilor Edmonds second, to approve the
44 City Manager's recommended appointment of Ken Rueben as the new Police
45 Chief of the Philomath Police Department effective August 22, 2015. Motion
46 APPROVED 7-0. (Yes: Baca, Edmonds, Koeppe, Leonard, Manning, Niemann
47 and Sloan; No: None.)
48

49 **9.3 OLCC Liquor License Renewals** – Sgt. Rueben explained the review process.
50 He stated that only one business had one reported issue during the past year. He
51 stated that all ten of the locations are cooperative with the Police Department.

1 Councilor Edmonds questioned the reasons OLCC is not able to consider when
2 deciding to renew a liquor license. Mr. Brewer explained the limitations that
3 OLCC has when making renewal decisions.
4

5 **MOTION:** Councilor Niemann moved, Councilor Manning second, that the
6 Philomath City Council recommend approval of the liquor licenses for the listed
7 businesses:

8 Philomath Towne Pump	1841 Main Street
9 Ixtapa Mexican Restaurant	1702 Main Street
10 Jona's Market	100 S 8th Street
11 Philomath Market	1405 Main Street
12 Philomath Shell	1830 Main Street
13 Eats & Treats Café	1644 Main Street
14 Reliance Petroleum	1414 Main Street
15 The Meet'n Place	1150 Main Street
16 Wing Sing Restaurant	658 Main Street
17 La Rockita	1413 Main Street

18 Motion APPROVED 7-0. (Yes: Baca, Edmonds, Koepp, Leonard, Manning,
19 Niemann and Sloan; No: None.)
20

21 **9.4 Public Works Plan Review Fee** – Mr. Fear reviewed the Public Works
22 Committee decision to recommend a plan review fee for development projects.
23 He explained the DEQ and DHS reviews and that these do not address the
24 Public Works Design Standards. He stated that a plan review fee will allow for a
25 complete review by the City's engineer. He described the Committee's
26 recommendation, including a mandatory pre-design meeting.
27

28 Councilor Edmonds described the Committee's review of this issue with the
29 City's engineer and stated this is a good step in the right direction to prevent
30 issues that have occurred in the past. Councilor Leonard stated his support of the
31 fee. Mr. Fear clarified that this is for only Type "B" permits which involve
32 infrastructure. There is no change to the Type "A" permits such as sidewalks and
33 curb cuts which will remain free.
34

35 **MOTION:** Councilor Edmonds moved, Councilor Baca second, to implement the
36 Plan Review Fee for Type "B" permits and direct staff to prepare a resolution with
37 the fee as presented:

- 38 • Non-refundable fee of \$1,000 due at time of required pre-design meeting;
- 39 • Plan review fee deposit of 4% of the initial engineer's estimate of all
40 construction work related to the project, less the \$1,000 pre-design fee,
41 due at submission of engineered plans for review;
- 42 • Monthly billing of any fees exceeding the plan review fee deposit, payable
43 within 30 days;
- 44 • Final reconciliation of project review costs, including Westech fees and
45 Public Works staff expenses, to be completed at project completion, with
46 any final balance due within 30 days or refund processed within 30 days.

47 Motion APPROVED 7-0. (Yes: Baca, Edmonds, Koepp, Leonard, Manning,
48 Niemann and Sloan; No: None.)
49

- 1 **10. INFORMATION/CORRESPONDENCE**
2 **10.1 Website Report for April 2015** – There was brief discussion about the increases
3 in website hits over previous years. Ms. Post noted that a Facebook page has
4 been added within the past year that directs users back to the website.
5
6 **10.2 Philomath Connection Monthly Ridership for April 2015** – There was a brief
7 discussion about the decrease in ridership.
8

- 9 **11. ADJOURNMENT**
10 **11.1 Adjournment** – Seeing no further business, Mayor Sloan adjourned the meeting
11 at 7:49 p.m.
12

13 SIGNED:
14 Rocky Sloan, Mayor

 ATTEST:
 Ruth Post, MMC, City Recorder