

**PHILOMATH COMMON COUNCIL  
MINUTES  
May 12, 2014**

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6 **1. CALL TO ORDER**

7 The common council of the City of Philomath was called to order on Monday, May 12,  
8 2014, at 7:00 p.m. in the Philomath City Hall Council Chambers by Mayor Rocky Sloan.  
9

10 **Present:** Mayor Rocky Sloan, Councilors Matt Bierek, Charla Koeppe, Jason Leonard  
11 and Sean Manning.  
12

13 **Staff:** Chris Workman, City Manager; Jim Brewer, City Attorney; Ken Rueben, Police  
14 Sergeant; Joan Swanson, Finance Director; Garry Black, Public Works  
15 Operations Supervisor; and Ruth Post, City Recorder.  
16

17 **Excused:** Councilor Nolan Bartlow and Angie Baca.  
18

19 **2. CONSENT AGENDA**

20 **2.1 City Council Minutes – April 14, 2014**

21 **2.2 Street Closure Request from Philomath Community Church for July 27,**  
22 **2014**

23  
24 **MOTION:** Councilor Koeppe moved, Councilor Bierek second, to approve the  
25 consent agenda and the council agenda for May 12, 2014, as presented. Motion  
26 APPROVED 5-0 (Yes: Bierek, Koeppe, Leonard, Manning, and Sloan; No:  
27 None.)  
28

29 **3. ITEMS REMOVED FROM CONSENT AGENDA**

30 **3.1** None.  
31

32 **4. PUBLIC HEARING**

33 **4.1 Proposed uses of State Revenue Sharing Funds –** Mayor Sloan opened the  
34 public hearing at 7:02 p.m. Ms. Swanson provided a brief explanation of the  
35 process the state uses to release state revenue sharing funds. Seeing and  
36 hearing no public testimony, he closed the public hearing at 7:03 p.m.  
37

38 **5. VISITORS/PETITIONS**

39 **5.1 Jean Nelson, Corvallis, OR and Stella Guenther, Philomath, OR –** Ms. Nelson  
40 explained their plan to hold an event to honor all of the city's volunteers since  
41 1985. She stated they decided on going back to 1985 because that's when the  
42 Philomath 2000 group began making plans for Marys River Park and the library.  
43 She complimented the Council on the way Philomath is operated and stated they  
44 want to honor the Council too. Ms. Guenther stated this is a big undertaking. She  
45 complimented the way the schools are operated. She stated the event will be at  
46 the Philomath Rodeo Grounds and organizations can have booths. Ms. Nelson  
47 stated the plan is to contact all of the organizations in town and ask them to pass  
48 out tickets to attendees. She stated they will also be contacting people to see if  
49 they will be sponsors. She stated the event will be September 6 from 2 to 7 p.m.  
50 Ms. Guenther complimented Dr. Johnson for the band program at the high  
51 school. Ms. Nelson stated there will be a live band and a presentation on history  
52 of Philomath. Mayor Sloan suggested it sounds like it might be a good  
53 opportunity to recruit new volunteers for organizations. Ms. Guenther stated they

1 did a similar celebration in North Albany several years ago. Ms. Nelson  
2 requested that the City consider being a sponsor. Mayor Sloan suggested they  
3 come back when they get further along and keep the Council posted on their  
4 plans.  
5

6 **6. STAFF REPORTS**

7 **6.1 City Manager** – Mr. Workman stated that materials have been ordered and next  
8 week there should be a full crew working on the park shelter. He stated there is a  
9 list of people waiting to reserve it already. He stated the fee structure will go  
10 before the Finance/Administration Committee later this month.  
11

12 **6.2 Public Works Operations Supervisor** – Mr. Black reported on the statistics  
13 from spring cleanup. He stated that they took in 34 tons of trash and spent  
14 \$6,993 this year. He reported that hydrant flushing was completed last week and  
15 only one complaint was received this year. He stated the notification process has  
16 been improved over recent years. He stated that transmitters have begun being  
17 installed for the auto read meters. He stated it should take approximately six  
18 months to get them installed citywide. He also reported on the hiring of new  
19 Utility Worker Lige Weedman.  
20

21 **6.3 City Recorder** – Ms. Post reported she received a scholarship from the state to  
22 attend the National Floodplain Managers Conference in Seattle the first week in  
23 June. She stated this will be an opportunity for her to learn more about Philomath  
24 potentially participating in FEMA's Community Rating System Program.  
25

26 **6.4 Finance Director** – Ms. Swanson reported that the city's independent auditors  
27 were in the office for a day last week performing preliminary work for the annual  
28 audit. She stated they will return in early September.  
29

30 **6.5 Police Sergeant** – Sgt. Rueben stated that the liquor license renewal  
31 investigations resulted in no concerns. He also reported on the police officer  
32 position recruitment and stated that two applications have already been received.  
33 He stated they are also recruiting for new reserve officers.  
34

35 **6.6 City Attorney** – No report.  
36

37 **7. COUNCIL REPORTS**

38 **7.1** No report.  
39

40 **8. NEW BUSINESS**

41 **8.1 OLCC Liquor License Renewals** – Mayor Sloan noted that Sgt. Rueben  
42 reported there were no concerns.  
43

44 **MOTION:** Councilor Koeppé moved, Councilor Bierék second, the Philomath City  
45 Council recommend approval of the liquor licenses for the following listed  
46 businesses:

47	Philomath Town Pump	1841 Main St.
48	Ixtapa Mexican Restaurant	1702 Main St.
49	Jona's Market	100 S. 8 <sup>th</sup> St.
50	Philomath Market	1405 Main St.
51	Philomath Shell	1830 Main St.
52	Eats & Treats Café	1644 Main St.
53	Reliance Petroleum (Chevron)	1414 Main St.

The Meet'n Place 1150 Main St.  
Wing Sing Restaurant 658 Main St.  
La Rockita 1413 Main St.

Motion APPROVED 5-0 (Yes: Bierek, Koepp, Leonard, Manning and Sloan; No – None.)

**8.2 City Attorney Evaluation** – Mr. Workman stated the overall evaluation results were very good. He noted that this review is done approximately every other year. He stated he is very happy to have Mr. Brewer as the City Attorney. Mr. Brewer had no additional comments to offer.

**9. INFORMATION/CORRESPONDENCE**

**9.1 Website report for April 2014** – No comments.

**9.2 Philomath Connection ridership for April 2014** – No comments.

**9.3 CWACT meeting notes for April 24, 2014** – No comments.

**9.4 Republic Waste Annual Franchise Report** – No comments.

**10. EXECUTIVE SESSION**

**10.1 Per ORS 192.660(2)(h) Legal Counsel**

Mayor Sloan convened the Council into Executive Session at 7:25 p.m., citing the published ORS to convene and excused the public.

**ROLL CALL:** Mayor Sloan, Councilors Bierek, Koepp, Leonard and Manning.  
Staff: City Manager Workman, City Attorney Brewer, Police Sgt. Rueben, Finance Director Swanson, Public Works Operations Supervisor Black, and City Recorder Post.

Mayor Sloan moved the Council back into public session at 7:35 p.m.

**11. ADJOURNMENT**

**11.1 Adjournment** –Seeing no further business, Mayor Sloan adjourned the meeting at 7:35 p.m.

SIGNED:  
Rocky Sloan, Mayor

ATTEST:  
Ruth Post, MMC, City Recorder