

PHILOMATH COMMON COUNCIL
MINUTES
August 11, 2014

1
2
3
4
5
6 **1. CALL TO ORDER**

7 The common council of the City of Philomath was called to order on Monday, August 11,
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 Angie Baca, Nolan Bartlow, Matt Bierek,
11 Charla Koeppe, Jason Leonard, and Sean Manning.
12

13 **Staff:** Chris Workman, City Manager; Jim Brewer, City Attorney; Ken Elwer, Police
14 Chief (left at 7:06 p.m.); Joan Swanson, Finance Director; Kevin Fear, Public
15 Works Director; Ken Rueben, Police Sergeant; and Ruth Post, City Recorder.
16

17 **2. CONSENT AGENDA**

18 **2.1 City Council Minutes – July 14, 2014**
19

20 **MOTION:** Councilor Baca moved, Councilor Leonard second, to approve the
21 consent agenda and the council agenda for August 11, 2014, as presented.
22 Motion APPROVED 7-0 (Yes: Baca, Bartlow, Bierek, Koeppe, Leonard, Manning
23 and Sloan; No: None.)
24

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

26 **3.1** None.
27

28 **4. VISITORS/PETITIONS**

29 **4.1 Don Gist, Corvallis, OR** – Mr. Gist stated that a volunteer recognition celebration
30 will be held on September 6, 2014, at the Frolic & Rodeo Grounds.
31

32 **4.2 Jean Nelson, Corvallis, OR** – Ms. Nelson distributed packets including a color
33 poster regarding the volunteer celebration. She provided an update on the
34 Celebrate Philomath event. She stated they are full steam ahead; however, they
35 are behind on fundraising. She stated this program will be able to help Philomath
36 recruit more volunteers. She stated the program is designed to promote young
37 people and requested that the city appropriate funds to support the event.
38

39 **5. OATH OF OFFICE**

40 **5.1 Officers Kevin Frahm and Noah Lochner** – Ms. Post administered the oath of
41 office to new police officers Kevin Frahm and Noah Lochner.
42

43 *(Chief Elwer left at 7:06 p.m. Sgt. Ken Rueben took his seat.)*
44

45 Sgt. Rueben provided a summary of the recent officer recruitment process and
46 provided brief backgrounds on the two new officers. He explained the training
47 process for new officers takes a full year to complete before they patrol on their
48 own.
49

50 **6. PRESENTATIONS**

51 **6.1 Philomath Downtown Association Quarterly Report – Jack Duren, PDA**
52 **President** – Mr. Duren reviewed the new members of the PDA Board of
53 Directors. He described renewed efforts to emphasize transparency in their

1 meetings. He reviewed the activities of the four PDA teams and the Art Advisory
2 Council. He thanked Angie Baca for her previous service on the Board. Councilor
3 Baca stated she is still the Council liaison to the PDA. Mr. Duren requested that
4 anybody interested in promoting Philomath contact him as they have lots of ways
5 to contribute.
6

7 **7. STAFF REPORTS**

8 **7.1 City Manager** – Mr. Workman stated that ODOT reports a decision on the
9 TIGER6 streetscape project grant should be available by the end of September.
10 Mr. Workman stated that the Lions Club will be painting the exterior of the new
11 park shelter and will be paying the expenses for that. He stated that the Ford
12 Family Foundation is considering possible additional funding but no decision has
13 been reached yet.
14

15 **7.2 Public Works Director** – Mr. Fear thanked the Police Department and Fire
16 Department for assistance in watering the median plants last week. He stated
17 that the Fire Department provided a tanker to put water on the roses and Sgt.
18 Rueben provided an officer to help with traffic during watering and when Public
19 Works staff has been weeding. Mr. Fear also reported on the water leak today in
20 the 1900 block of Main Street.. He stated that the line is below the depth Public
21 Works is equipped to repair but they suspect a broken valve or broken fitting. He
22 stated that a qualified contractor will be on-site tomorrow.
23

24 **7.3 City Recorder** – Ms. Post provided an update on City Council and Mayor
25 election filings.
26

27 **7.4 Finance Director** – No report.
28

29 **7.5 Police Chief** – Sergeant Rueben reported on the success of the three National
30 Night Out parties on August 5th. He stated the hiring process has kept things
31 busy and they have a couple of large investigations ongoing. Councilor Koepp
32 questioned if the department will be pursuing the program to commend kids who
33 are doing something right. Sgt. Rueben provided a summary of the program
34 which rewards kids when they are observed doing things right, like wearing a
35 bike helmet. He stated that Chief Elwer supports the program and described the
36 need to work with some local businesses to get donations. There was discussion
37 about the Police Committee working on the program.
38

39 **7.6 City Attorney** – No report.
40

41 **8. COUNCIL REPORTS**

42 **8.1 Councilor Koepp** – Councilor Koepp stated the Frolic & Rodeo will be
43 electing new officers on August 28th. She encouraged anyone interested in
44 participating to attend.
45

46 **9. NEW BUSINESS**

47 **9.1 Lagoon Rip Rap Project Bid Award** – Mr. Fear summarized the bid opening
48 last Thursday. He explained that Pepper Construction of Corvallis was the low
49 bidder but the bid will only get one of the old lagoons rip rapped.
50

51 **MOTION:** Councilor Baca moved, Councilor Manning second to accept the bid
52 from Pepper Construction in the amount of \$94,800.00 to rip rap the existing
53 lagoons after the 7 day bid contesting period has passed. Motion APPROVED 7-

0 (Yes: Baca, Bartlow, Bierek, Koeppe, Leonard, Manning and Sloan; No – None.)

9.2 Amending the Park Shelter Reservation Requirements – Mr. Workman explained this issue was reviewed by the Council in June. He stated that there was substantial feedback from the public regarding the new policies, particularly the \$2 million liability insurance requirement for reservations with alcohol or over 200 people. He described two large groups that have had issues with the liability insurance process. He explained that the policy can be easily adjusted to require the insurance only for groups over 200 and who request alcohol. He explained the request to rescind the June 9 motion to enable the application to have changes without requiring Council approval.

Councilor Leonard questioned what the cost is for the liability insurance. Ms. Swanson stated her staff had called around and a policy could be about \$150 if it is available at all. Mr. Brewer described the City of Corvallis policy to review requests and requirements set on a case-by-case basis.

MOTION: Councilor Koeppe moved, Councilor Leonard second to change the insurance requirement for park shelter reservations from “over 200 people or alcohol” to “over 200 people and alcohol”. Motion APPROVED 7-0 (Yes: Baca, Bartlow, Bierek, Koeppe, Leonard, Manning and Sloan; No – None.)

MOTION: Councilor Koeppe moved, Councilor Baca second to rescind the motion from June 9, 2014, approving the Park Shelter Reservation Application. Motion APPROVED 7-0 (Yes: Baca, Bartlow, Bierek, Koeppe, Leonard, Manning and Sloan; No – None.)

10. ORDINANCES/RESOLUTIONS

10.1 Resolution 14-14 – Certifying Delinquent Sewer Accounts to the County Assessor – Ms. Swanson stated this is an annual request to the City Council and reviewed the billing process for sewer service only customers. She stated this is the process that is allowed by State statute because sewer only customers cannot have service terminated. Ms. Swanson explained that after turning the balance over to the assessor’s office, the balance is written off; and the account begins again with a zero balance due.

MOTION: Councilor Koeppe moved, Councilor Baca second the City Council approve Resolution 14-14 certifying a delinquent sewer account for collection to the Benton County Assessor. Motion APPROVED 7-0 (Yes: Baca, Bartlow, Bierek, Koeppe, Leonard, Manning and Sloan; No – None.)

10.2 Resolution 14-15 – Setting up New Citizens Bank Account for Asset Forfeiture – Ms. Swanson explained the need for the new bank account to process forfeiture of seized assets by the Police Department. Sgt. Rueben explained the process in more detail. He stated this enables the DEA to transfer seized money to the City for cases and investigations that the City assisted with. He stated that it allows the City to use the funds for appropriate anti-drug activities, purchases and training. Sgt. Rueben described his past experience managing such a fund for the Oregon Department of Justice. Councilor Baca questioned if there is sufficient money in the account, could another drug dog be added. Sgt. Rueben explained the types of uses allowed, including a drug dog but added the reminder that there are substantial other costs related to having a drug dog such as equipment, training and animal care. Councilor Manning

1 questioned why all cities don't have such an account. Sgt. Rueben explained that
2 some cities do not want the money because of the illicit source of it.
3

4 **MOTION:** Councilor Manning moved, Councilor Leonard second the City Council
5 approve Resolution 14-15 authorizing Joan Swanson, Ken Rueben and Chris
6 Workman to have certain signatory authority and exercise specific powers as
7 noted over the Citizens Bank Asset Forfeiture account. Motion APPROVED 7-0
8 (Yes: Baca, Bartlow, Bierek, Koepp, Leonard, Manning and Sloan; No – None.)
9

10 **11. INFORMATION/CORRESPONDENCE**

- 11 **11.1 Website Report for July 2014** – No comments.
12 **11.2 Philomath Connection ridership for July 2014** – No comments.
13 **11.3 Republic Waste Quarterly Report – Q2** – No comments.
14 **11.4 Thank you letter from Philomath Frolic & Rodeo** – No comments.
15 **11.5 Thank you letter from ABC House** – No comments.
16 **11.6 Thank you letter from Philomath Community Services** – No comments.
17 **11.7 Thank you letter from Meals On Wheels** – No comments.
18 **11.8 CWACT Quick Notes for June 26, 2014** – No comments.
19

20 **12. ADJOURNMENT**

- 21 **12.1 Adjournment** –Seeing no further business, Mayor Sloan adjourned the meeting
22 at 7:52 p.m.
23

24 SIGNED:
25 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder