

**PHILOMATH COMMON COUNCIL
MINUTES
December 8, 2014**

1. CALL TO ORDER/ROLL CALL

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

Present:

Mayor Rocky Sloan
Councilor Angie Baca
Councilor Nolan Bartlow
Councilor Charla Koepp
Councilor Jason Leonard
Councilor Sean Manning

Excused:

Councilor Matt Bierek

Staff Present:

City Manager Chris Workman
City Attorney Jim Brewer
Chief of Police Ken Elwer
City Recorder Ruth Post
Public Works Director Kevin Fear

Excused:

Finance Director Joan Swanson

2. CONSENT AGENDA

2.1 City Council Minutes – November 10, 2014

2.2 Park Advisory Board Minutes – November 4, 2014

MOTION: Councilor Koepp moved, Councilor Manning second, to approve the consent agenda and the council agenda for December 8, 2014, as presented. Motion APPROVED 6-0 (Yes: Baca, Koepp, Leonard, Manning, Bartlow and Sloan; No: None.)

3. ITEMS REMOVED FROM CONSENT AGENDA

3.1 None.

4. PRESENTATION

4.1 Recognition of Outgoing City Councilors – Mayor Sloan thanked Councilor Bartlow for his service on the City Council from 2013 to 2014 and presented him with a framed certificate of appreciation. Mayor Sloan thanked Councilor Koepp for her service on the City Council from 2005 to 2014 and presented her with a plaque. Councilor Bierek will be recognized for his 10 years of service at a future City Council meeting.

5. VISITORS/PETITIONS

5.1 Steve Boggs, Philomath, OR – Mr. Boggs requested that the Council consider an amendment to Chapter 18 of the Zoning Code to reduce the number of unrelated occupants allowed per single family dwelling. Mayor Sloan clarified that the current code allows up to 5 unrelated people to reside in a single family dwelling. Mr. Boggs provided statistics regarding police callouts to 14 dwellings all owned by a single property owner, most with the maximum 5 unrelated people living together. Mayor Sloan stated he has monitored this particular problem for a

1 couple of years and gave his support to reviewing this code section. Councilor
2 Leonard questioned if there were many residences that house students that
3 would be affected. Mr. Workman stated that this is an issue impacting the
4 definition of a single family residence and would not impact multi-family
5 dwellings.
6

7 **6. STAFF REPORTS**

8 **6.1 City Manager** – Mr. Workman introduced Brad Fuqua, representing the new
9 Philomath Express weekly newspaper that the Gazette Times will start publishing
10 in January 2015. He provided a brief update on the Park Shelter Project and
11 explained that the Philomath Pastoral Association has been fundraising and is
12 spearheading a work party next weekend. He noted that the Council will be
13 considering a resolution regarding the park shelter funding later in the agenda.
14 Mr. Workman also announced that the Philomath Chamber has set the evening
15 of February 11 for the annual Samaritan Awards.
16

17 **6.2 Public Works Director** – Mr. Fear stated that Public Works is performing annual
18 work cleaning catch basins and inspecting manholes for leakage. He stated they
19 are also running the sweeper up to four days per week to keep up with leaves on
20 the street. He stated the increased leaf pickup dates in the new Republic Waste
21 franchise agreement are helping keep up with the leaves and preventing
22 flooding. He stated they have a farmer who is taking all of the leaves they can
23 send them.
24

25 **6.3 City Recorder** – Ms. Post thanked the outgoing members of the City Council for
26 their service and stated her appreciation for their commitment and contribution to
27 the community. She also noted that Agenda Item #11.3 constitutes the official
28 election results of the November 4, 2014, General Election, and the results will
29 be certified to the County Clerk as of tomorrow.
30

31 **6.4 Finance Director** – Excused.
32

33 **6.5 Police Chief** – Chief Elwer reported that Officer Frahm is a new dad and is
34 commuting back and forth from the Academy. He stated that the department
35 recently received a \$3,000 grant for DUII enforcement. He also reported on the
36 arrest today of an individual from California who set up shop in an RV in
37 Philomath. He explained this was a federal indictment for counter-fitting and ID
38 theft.
39

40 **6.6 City Attorney** – No report.
41

42 **7. COUNCIL REPORTS**

43 **7.1 Councilor Leonard** – Councilor Leonard reported on his recent presentation on
44 city government to a third grade class at the Elementary School.
45

46 **8. NEW BUSINESS**

47 **8.1 Park Advisory Board Appointments** – Mr. Workman explained that five people
48 were previously appointed to the Park Advisory Board and two more applications
49 have since been received. He summarized the applications from Sonlla Heern
50 and her son Justice Heern.
51

52 **MOTION:** Councilor Leonard moved, Councilor Baca second, to confirm the
53 mayor's appointments to the Park Advisory Board as presented. Motion

1 APPROVED 6-0 (Yes: Baca, Bartlow, Koeppe, Leonard, Manning and Sloan; No:
2 None.)
3

4 **9. OLD BUSINESS**

5 **9.1 2013-2014 Council Goals Review** – Mr. Workman summarized the final goals
6 report. There was discussion about the city’s agreement with DEQ to replace a
7 minimum number of feet of old sewer line per year. Mr. Fear explained that the
8 city actually replaces the line in larger increments during projects and keeps the
9 city ahead of the schedule set with DEQ.
10

11 **10. ORDINANCES/RESOLUTIONS**

12 **10.1 Resolution 14-16 Transferring Appropriations in FY2014-15 Budget for Park**
13 **Shelter Project** – Mr. Workman stated that with the recent influx of funding and
14 labor from the Philomath Pastoral Association, the project is much closer to
15 completion. He explained that those recent efforts may reduce the amount of
16 contingency funds needed to reach final completion. Mr. Workman reviewed the
17 recommended contingency fund transfer to complete the project.
18

19 **MOTION:** Councilor Baca moved, Councilor Leonard second, to pass Resolution
20 14-16 Transferring Appropriations in FY2014-15 Budget for Park Shelter Project.
21 Motion APPROVED 6-0 (Yes: Baca, Bartlow, Koeppe, Leonard, Manning and
22 Sloan; No: None.)
23

24 **11. INFORMATION/CORRESPONDENCE**

- 25 **11.1 Website Report for November 2014** – No comments.
26 **11.2 2014 Preliminary Population Estimate** – No comments.
27 **11.3 Official November 4, 2014, General Election Results** – No comments.
28 **11.4 Philomath Connection Monthly Ridership for November 2014** – No
29 comments.
30

31 Councilor Baca questioned what action needs to be taken to move the request
32 presented by Steve Boggs during Visitors/Petitions forward. Council consensus
33 was for the matter to be forwarded to the Planning Commission for review.
34

35 **12. EXECUTIVE SESSION**

36 **12.1 Per ORS 192.660(2)(i) Performance Evaluations of Public Officers and**
37 **Employees** – At 7:40 p.m., Mayor Sloan excused the public and convened the
38 City Council in Executive Session to conduct the City Manager’s performance
39 evaluation. Mayor Sloan read the rules for Executive Session.
40

41 **ROLL CALL:**

42 Present:

43 Mayor Rocky Sloan
44 Councilor Angie Baca
45 Councilor Nolan Bartlow
46 Councilor Charla Koeppe
47 Councilor Jason Leonard
48 Councilor Sean Manning
49

Excused:

Councilor Matt Bierek

50 Staff Present:

51 City Manager Chris Workman
52 City Attorney Jim Brewer
53 City Recorder Ruth Post

1
2 At 8:30 p.m., Mayor Sloan moved the City Council back into regular session. By
3 consensus, the Council agreed that City Manager Chris Workman should receive
4 a step increase in July 2015.
5

6 **13. ADJOURNMENT**

7 **13.1 Adjournment** – Seeing no further business, Mayor Sloan adjourned the meeting
8 at 8:33 p.m.
9

10 SIGNED:
11 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder