

**PHILOMATH CITY COUNCIL
MINUTES
January 11, 2016**

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6 **1. CALL TO ORDER**

7 The City Council of the City of Philomath was called to order on Monday, January 11,
8 2016, at 7:00 p.m. in the Philomath City Hall Council Chambers by Mayor Rocky Sloan.
9

10 **2. ROLL CALL**

11 Present:

12 Mayor Rocky Sloan
13 Councilor Angie Baca
14 Councilor Doug Edmonds
15 Councilor Charla Koepp
16 Councilor Jason Leonard
17 Councilor Sean Manning
18 Councilor Eric Niemann
19

Excused:

20 Staff Present:

21 City Manager Chris Workman
22 City Attorney Jim Brewer
23 Public Works Director Kevin Fear
24 City Recorder Ruth Post
25

Police Chief Ken Rueben
Finance Director Joan Swanson

26 **3. CONSENT AGENDA**

27 **3.1 City Council Minutes – December 14, 2015**

28 **3.2 Joint City Council and Planning Commission Minutes – December 14, 2015**
29

30 **MOTION:** Councilor Niemann moved, Councilor Edmonds second, to approve
31 the consent agenda and the council agenda for January 11, 2016, as presented.
32 Motion APPROVED 7-0 (Yes: Baca, Edmonds, Koepp, Leonard, Manning,
33 Niemann and Sloan; No: None.)
34

35 **4. ITEMS REMOVED FROM CONSENT AGENDA**

36 **4.1** None.
37

38 **5. VISITORS/PETITIONS**

39 **5.1 Michael Sprouse, Philomath, OR** – Mr. Sprouse stated he was surprised that the
40 sidewalk on the north side of Westbrook Park is no longer listed on the capital
41 improvement plan that is posted on the website. He stated that he was also
42 surprised it wasn't mentioned during the Public Works Committee's discussions
43 about the Park Master Plan project priority list. He had obtained estimates from
44 three contractors for the cost of the sidewalk, ranging from \$5,000 to \$8,000.
45 Mayor Sloan questioned why Mr. Sprouse doesn't have a sidewalk in front of his
46 house. He described his issues with the Police Department and neighbors. Mr.
47 Workman stated the sidewalk was probably removed from the list because there
48 is no money available for street improvements at this time. Mr. Sprouse stated it
49 should be a park improvement long with other improvements being made to City
50 parks. Mr. Workman stated it would normally be a street improvement but there
51 could be an argument made for it as a park improvement. He stated the Public

1 Works Committee will be meeting this week and could consider that. Councilor
2 Baca stated support for the sidewalk being installed due to children in that area.
3 There was discussion about adding the sidewalk to the capital improvement plan.
4

5 **6. PRESENTATIONS**

6 **6.1 Annual Fiscal Audit Report – Nick Miller, Pauly Rogers and Company, PC –**
7 Mr. Miller reviewed the audit communication letter and stated that a clean opinion
8 was issued based on the audit. He stated this is the highest opinion they can
9 issue and there were no problems encountered during the audit. He noted that all
10 entities participating in PERS had to comply with GASB 68 this year. He described
11 the effects of booking that PERS liability this year and in future years. Councilor
12 Baca stated appreciation for the audit format and its easy readability. Mayor
13 Sloan stated his appreciation for the report that is a testament to the City's staff.
14 Mr. Workman stated that credit goes to Finance Director Joan Swanson and her
15 staff. Ms. Post noted that the audit is posted on the City's website.
16

17 **7. STAFF REPORTS**

18 **7.1 City Manager –** Mr. Workman reported that he attended a recent meeting
19 regarding the flower basket program. He stated that the City may take a more
20 active role in processing payments but the program will still be primarily volunteer
21 driven. He stated that the Urban Renewal Plan does provide for downtown
22 beautification. He explained the use of a paid watering person during the week
23 with volunteers doing the weekend water duty.
24

25 Mr. Workman also reported that a second meeting on the median plantings is
26 scheduled for this week. He stated that Public Works has identified problem
27 areas and Chris Shonnard has identified a plant list. He stated that more
28 hardscaping may be used, particularly in the medians that do not have access to
29 piped water.
30

31 **7.2 Public Works Director –** Mr. Fear reported that new Utility Maintenance Worker
32 Dustin Howell started work today. He stated that Mr. Howell previously worked
33 for E.D. Hughes Excavating and his family provides bulls for many area rodeos
34 during the summer.
35

36 **7.3 City Recorder –** Ms. Post reported that the City will be converting to the State's
37 ePermitting building permit system in March along with Benton County. She
38 explained this will allow contractors to purchase many smaller permits
39 electronically and will allow the public to see permit histories back to 1995.
40

41 **7.4 Finance Director –** Excused.

42 **7.5 Police Chief –** Excused.

43 **7.6 City Attorney –** No report.
44

45 **8. COUNCIL REPORTS**

46 **8.1 Councilor Edmonds –** Councilor Edmonds reported that the robotics
47 competition at the high school will be March 24-26.
48
49
50

1 **9. NEW BUSINESS**

2 **9.1 Appointment of Budget Committee Members** – Mr. Workman explained there
3 are four positions open on the Budget Committee and four applications have
4 been received. He stated that Ashley Hall, David Low and Robert Boss have
5 submitted applications for re-appointment and Brian Noakes has submitted an
6 application for appointment.
7

8 **MOTION:** Councilor Edmonds moved, Councilor Manning second, the City
9 Council waive the two week waiting period and appoint Ashley Hall, David Low,
10 Robert Boss and Brian Noakes to the Budget Committee.
11

12 Brian Noakes, Philomath, OR – Mr. Noakes introduced himself and stated he
13 was eager to be involved in the community.
14

15 Motion APPROVED 7-0 (Yes: Baca, Edmonds, Koeppe, Leonard, Manning,
16 Niemann and Sloan; No: None).
17

18 **9.2 Appointment of Park Advisory Board Members** – Mr. Workman stated there
19 are three positions open on the Board and four applications were received. He
20 described the accomplishments of the Board during their first year of meetings,
21 including plans for future events in the parks and taking the lead on the North
22 11th Street park. He stated that Lindy Young has submitted an application for re-
23 appointment to a new three-year term along with applications from three new
24 residents. He stated that all of the applicants are well qualified and, for lack of a
25 better method, he ranked them according to date of receipt. His recommendation
26 was to appointment Patrick Robinson and Carol Leach.
27

28 **MOTION:** Councilor Niemann moved, Councilor Baca second, to confirm the
29 Mayor's appointments to the Park Advisory Board as presented. Motion
30 APPROVED 7-0 (Yes: Baca, Edmonds, Koeppe, Leonard, Manning, Niemann
31 and Sloan; No: None).
32

33 **9.3 System Development Charge Annual Construction Cost Adjustments** – Mr.
34 Workman stated that Engineering National Review is used to determine the rate
35 increase which is 1.57% this year. He stated this will increase a single family
36 home SDC by \$338 and that even though it is a relatively small increase, he
37 recommends making the adjustment to keep pace with construction costs.
38

39 **MOTION:** Councilor Edmonds moved, Councilor Leonard second, that the City
40 Council approve System Development Charge construction cost adjustments as
41 proposed on the attached 2016 SDC Schedule.
42

43 Councilor Edmonds questioned what the ENR index is based on. Mr. Workman
44 provided an overview of the cost of building that is used to develop the index.
45

46 Motion APPROVED 6-1 (Yes: Baca, Edmonds, Koeppe, Leonard, Manning, and
47 Sloan; No: Niemann).
48

49 **9.4 Samaritan Award Nominations** – Mr. Workman described the varied types of
50 City volunteers that the City Council could consider for receiving the City's award
51 and the additional nominations that can be made for First Citizen, Senior First

1 Citizen, and Junior First Citizen. Mr. Workman noted that potential volunteers
2 that could be considered would be former Planning Commissioner John Houk or
3 Art and Charlotte Hall who maintain the strip at the entrance to Philomath on
4 Southwood Drive. Councilor Niemann recommended Jack Duren for Senior First
5 Citizen. Council consensus was to nominate Art and Charlotte Hall for the City's
6 award and Jack Duren for First Citizen and Senior First Citizen. Mayor Sloan
7 requested that Mr. Workman send out an email to the Council in a week to see if
8 any other nominees should be considered.
9

10 **10. ORDINANCES & RESOLUTIONS**

11 **10.1 Ordinance #805 replacing Exhibit 1 of Ordinance #802 – first reading** – Mr.
12 Workman explained that this is a correcting ordinance to fix issues with the
13 location descriptions that were raised by the County Surveyor. He stated that this
14 replaces the exhibit list in Ordinance #802 and does not make any other
15 changes. It more clearly identifies the legal descriptions of the locations of the
16 vacated right-of-ways. Mr. Brewer read the proposed ordinance twice by title.
17

18 **ROLL CALL VOTE:** Approved 7-0 (Yes: Baca, Edmonds, Koepp, Leonard,
19 Manning, Niemann and Sloan. No: None.) Ordinance approved unanimously at
20 first reading.
21

22 **11. INFORMATION & CORRESPONDENCE**

23 **11.1 Website report for December 2015** – No comment.

24 **11.2 Philomath Connection ridership for December 2015** – No comment.

25 **11.3 Quarterly budget update – FY 2015-2016 2nd quarter** – No comment.
26

27 **12. ADJOURNMENT**

28 **12.1 Adjournment** – Seeing no further business, Mayor Sloan adjourned the meeting
29 at 7:59 p.m.
30

31 SIGNED:
32 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder