

**PHILOMATH COMMON COUNCIL
MINUTES
January 14, 2013**

1. CALL TO ORDER

The common council of the City of Philomath was called to order on Monday, January 14, 2013, at 7:00 PM in the Philomath City Hall Council Chambers by 2011-2012 Mayor Ken Schaudt.

Outgoing Mayor Schaudt reviewed changes that have occurred during his ten years as a City Councilor and Mayor, and he reviewed the status of the past two years' City Council goals. He gave words of encouragement to the new City Council and to Mayor-Elect Sloan. He thanked staff for their expertise.

Mayor-Elect Rocky Sloan presented Mayor Schaudt with a plaque in appreciation of his more than 10 years of service on the City Council and as Mayor.

2. OATHS OF OFFICE

City Recorder Ruth Post administered the oath of office to Mayor Rocky Sloan and to City Councilors Nolan Bartlow, Matthew Bierek, Charla Koeppe, Josh Kvidt, Jason Leonard and Sean Manning.

3. ROLL CALL

Present: Mayor Rocky Sloan, Councilors Nolan Bartlow, Matt Bierek, Charla Koeppe, Josh Kvidt, Jason Leonard and Sean Manning.

Staff: Randy Kugler, City Manager; Scott Fewel, City Attorney; Kevin Fear, Public Works Director; Joan Swanson, Finance Director; and Ruth Post, City Recorder.

4. CONSENT AGENDA

4.1 City Council Minutes – December 10, 2012

MOTION: Councilor Koeppe moved, Councilor Bierek second, to approve the consent agenda and the council agenda for January 14, 2013, as presented. Motion APPROVED 7-0 (Yes: Bartlow, Bierek, Koeppe, Kvidt, Leonard, Manning and Sloan; No: None.)

5. ITEMS REMOVED FROM CONSENT AGENDA

5.1 None.

6. VISITORS/PETITIONS

6.1 None.

7. PRESENTATIONS

7.1 Annual Audit – Tom Glogau of Grove, Mueller & Swank – Mr. Glogau reviewed the City's financial ratios compared to benchmark statistics (Supplemental Agenda Item #7.1). Mr. Glogau encouraged members of the Council to contact him at any time. Councilor Manning questioned the ratio regarding receipt of governmental services. Mr. Glogau explained that either the City had collected more revenues than needed to provide services or had spent less than was collected. He stated these ratios are provided only to give Councilors something to think about. Ms. Swanson explained that this particular statistic will vary due to

1 savings or expenditures for large infrastructure projects. She used the years that
2 the City saved to pay for the police station as an example. Mr. Glogau agreed,
3 noting that the year the police station was built resulted in a negative ratio for the
4 year. Ms. Swanson explained that this saving for projects has been the City's
5 philosophy for many years.
6

7 **8. STAFF REPORTS**

8 **8.1 City Manager** – Mr. Kugler welcomed the new members of the Council and
9 thanked them for their service. He provided an update on the new park shelter
10 project and noted that a meeting is scheduled for this Friday with the Lions and
11 Rotary service clubs to strategize on the fundraising plan. He reminded Council
12 that goal setting will be Saturday, January 26, beginning at 9:00 a.m. at City Hall.
13 Mayor Sloan stated that the public is encouraged to suggest goals to the Council
14 also.

15 **8.2 Public Works Director** – Mr. Fear stated that plans are nearing completion for
16 the Applegate Street project between 21st and 30th Streets. He stated the project
17 will conform to the Safe Routes to School (SRTS) Plan; and if funding is
18 available, modifications will be made at the 21st and Applegate intersection that
19 comply with the SRTS Plan.

20 **8.3 City Recorder** – Ms. Post requested that Councilors gather for a group photo
21 immediately after the meeting.

22 **8.4 Finance Director** – No report.

23 **8.5 Police Chief** – Excused.

24 **8.6 City Attorney** – Mr. Fewel reminded Councilors they have the ability to contact
25 his office with any legal questions.
26

27 **9. COUNCIL REPORTS**

28 **9.1** None.
29

30 **10. NEW BUSINESS**

31 **10.1 Council President election** – Mr. Kugler noted this is an election that occurs
32 every two years. He described the function of the City Council President position.
33

34 **MOTION:** Councilor Koeppe moved, Councilor Kvidt second, the nominate
35 Councilor Matt Bierek as the Philomath City Council President for 2013-2014.
36 Motion APPROVED 7-0 (Yes: Bartlow, Bierek, Koeppe, Kvidt, Leonard, Manning
37 and Sloan; No: None.)
38

39 **10.2 Council committee appointments** – Mr. Kugler explained the standing
40 committee and representative committee assignments that are made by the
41 Mayor. Mayor Sloan read the proposed committee assignments and requested
42 any modifications. Councilor Bierek noted that all members of the Council also
43 serve on the Budget Committee.
44

45 **10.3 Planning Commission appointments** – Mr. Kugler explained there are two
46 open positions and two applications. He stated that applicant Gabriel Callaway is
47 in attendance.
48

49 Gabriel Callaway, Philomath, OR – Mr. Callaway stated he is a general
50 contractor and, he thought serving on the Planning Commission would be a good
51 fit.

1
2 **MOTION:** Councilor Koeppe moved, Councilor Bierek second, the City Council
3 waive the two week waiting period and appoint Peggy Yoder and Gabriel
4 Callaway to the City Planning Commission. Motion APPROVED 7-0 (Yes:
5 Bartlow, Bierek, Koeppe, Kvidt, Leonard, Manning and Sloan; No: None.)
6

- 7 **10.4 Budget Committee appointments** – Mr. Kugler stated that there are three
8 positions open on the Budget Committee with two of the incumbents wishing to
9 stay on and former City Councilor Angie Baca having applied.
10

11 **MOTION:** Councilor Bierek moved, Councilor Koeppe second, the City Council
12 waive the two week waiting period and appoint Angie Baca, Robert Boss, and
13 David Low to the City Budget Committee. Motion APPROVED 7-0 (Yes: Bartlow,
14 Bierek, Koeppe, Kvidt, Leonard, Manning and Sloan; No: None.)
15

- 16 **10.5 SDC Construction cost adjustments** – Mr. Kugler explained that System
17 Development Charges are levied on new construction to ensure that new
18 development contributes funds towards infrastructure improvements that
19 increase the City's capacity. He noted that the Applegate Street project this
20 summer is an example of a project that will utilize SDC funds. Mayor Sloan asked
21 Mr. Kugler to explain the difference between Philomath's SDC fees and those
22 charged by Corvallis. Mr. Kugler stated that each city is different and has
23 different infrastructure projects that impact those fees. He described the impacts
24 of SDC's on home construction costs.
25

26 **MOTION:** Councilor Koeppe moved, Councilor Bierek second, the City Council
27 approve construction cost adjustments to SDCs as proposed on the attached
28 Schedule A (Agenda packet Page 31). Motion APPROVED 7-0 (Yes: Bartlow,
29 Bierek, Koeppe, Kvidt, Leonard, Manning and Sloan; No: None.)
30

31 **11. INFORMATION/CORRESPONDENCE**

- 32 **11.1 CWACT notes from 12/6/12 meeting** – No comments.
33 **11.2 Thank you letter from Philomath Community Services for contribution** – No
34 comments.
35 **11.3 Downtown Streetscape Project progress report from MSA** – No comments.
36 **11.4 Philomath Connection ridership report** – No comments.
37

38 **12. ADJOURNMENT**

- 39 **12.1 Adjournment** – Seeing no further business, Mayor Sloan adjourned the meeting
40 at 8:19 p.m.
41

42 SIGNED:
43 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder