

PHILOMATH COMMON COUNCIL
MINUTES
July 8, 2013

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6 **1. CALL TO ORDER**

7 The common council of the City of Philomath was called to order on Monday, July 8,
8 2013, at 7:00 PM in the Philomath City Hall Council Chambers by Mayor Rocky Sloan.
9

10 **Present:** Mayor Rocky Sloan, Councilors Nolan Bartlow, Matt Bierek, Charla Koeppe,
11 Josh Kvidt (arrived at 7:16 p.m.), Jason Leonard and Sean Manning.
12

13 **Staff:** Randy Kugler, City Manager; Ken Elwer, Chief of Police; Joan Swanson, Finance
14 Director; Kevin Fear, Public Works Director and Shelley Bartlow, Administrative
15 Secretary.
16

17 **2. CONSENT AGENDA**

18 **2.1 City Council Minutes – June 24, 2013**

19 **2.2 Street Closure Request from Bad Dog Knife and Gun for July 20, 2013**
20

21 **MOTION:** Councilor Koeppe moved, Councilor Bartlow second, to approve the
22 consent agenda and the council agenda for July 8, 2013, as presented. Motion
23 APPROVED 6-0 (Yes: Bartlow, Bierek, Koeppe, Leonard, Manning, and Sloan;
24 No: None.)
25

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

27 **3.1** None.
28

29 **4. VISITORS/PETITIONS**

30 **4.1** None.
31

32 **5. PRESENTATIONS**

33 **5.1 Philomath Downtown Association Quarterly Report – David Zielinski,**
34 **Outgoing President, and Kay McGee, Incoming President, Philomath, OR –**
35 Dave Zielinski introduced himself and Kay McGee explaining that he was
36 stepping down and that Kay would be taking over as President of the Philomath
37 Downtown Association. He reported that the Economic Restructuring team has
38 not met. They are looking for new projects and encouraged new ideas. The
39 Design Team has the flower baskets up. There are 92 this year and they are
40 healthy with no bugs. The Public Arts Council has had their initial meeting and
41 plant to have art up in 2 years. Next meeting will take place in August. The
42 Promotions Team has the street party scheduled for July 13 during the Frolic
43 weekend. Two bands are scheduled to play. Councilor Koeppe mentioned that
44 she had heard positive feedback from community members about the median
45 plantings. Mayor Sloan also added that he has had positive comments also
46 including the roses that have been added to the bus shelter. David Zielinski
47 ended his report by stating what a great experience he has had working with the
48 City of Philomath and thanked the City for its positive attitude.
49

50 **6. STAFF REPORTS**

51 **6.1 City Manager –** Mr. Kugler reported that the Park Shelter did not receive a
52 Benton County Foundation grant. The Park Shelter Committee will meet on July
53 10 to determine how to move forward. Dan McGarry promises to cut costs as

1 much as possible and the committee will continue to seek possible funding. Mr.
2 Kugler also reported that the North 11th Street Park project did not receive State
3 Parks funding. There were 24 parks that received grants and Philomath was
4 Number 27 on the list.
5

6 **6.2 Public Works Director** – Mr. Fear reported that the Applegate project is
7 proceeding smoothly. As of now it is ahead of schedule, worksites are clean at
8 night and Pacific Excavation is working well with the city. There was a broken
9 waterline behind the High School/Middle school. Lost a lot of water, a quarter of
10 a million gallons. Final repairs were made today following state guidelines for
11 water safety. Public Works is also busy prepping for the Frolic.
12

13 **6.3 City Recorder** – Excused.
14

15 **6.4 Finance Director** – Ms. Swanson reported that the new auditors were here
16 today and things were moving quickly. She informed the Council that they would
17 be receiving questionnaires from the auditors by e-mail. This is standard
18 procedure. First impressions of the auditors were good.
19

20 **6.5 Police Chief** – Chief Elwer reported that the Police Department is working to
21 organize and staff the parade. Route is same as last year. He has also met with
22 the owner of the Meet'n Place to plan for the Frolic weekend so that things can
23 run as smoothly as possible.
24

25 **6.6 City Attorney** – No report.
26
27

28 **7. COUNCIL REPORTS**

29 **7.1** Councilor Koeppe encouraged all to come out and support the Frolic parade.
30 Stueve's are the Grand Marshalls and their years of service will be recognized.
31

32 **8. NEW BUSINESS**

33 **8.1 Review and possible approval of City Manager Employment Agreement** –
34 Mr. Kugler stated that August 1, will be his 30 year anniversary with the PERS
35 system. He feels like this employment agreement is a win/win for the city and
36 him. It will save the city money and it will enable him to leave the PERS system
37 while still being employed by the city for a few more months. The goal is to have
38 a new city manager in place by February of 2014. Mayor Sloan stated that he
39 will be putting together a search plan for the new City Manager and his thoughts
40 on the process will be added to the August agenda.
41

42 **MOTION:** Councilor Bierek moved, Councilor Leonard second, the City Council
43 approve the Employment agreement between the City and Randy Kugler as
44 presented. Motion APPROVED 7-0 (Yes: Bartlow, Bierek, Kvidt, Koeppe,
45 Leonard, Manning, and Sloan; No: None.)
46

47 **8.2 Approval of IGA regarding Hewlett Packard Tax Refund** – Mr. Kugler
48 informed the Council that the tax refund to HP is being appealed and will
49 probably take 2 years to finalize. In the meantime he urged the Council to
50 approve the agreement so that the City of Philomath can proceed with their
51 payment.
52

53 **MOTION:** Councilor Manning moved, Councilor Kvidt second, the City Council

1 approve the Intergovernmental Agreement for tax only payment of HP Company
2 tax refund and authorize the City Manager to sign the appropriate documents on
3 behalf of the City. Motion APPROVED 7-0 (Yes: Bartlow, Bierek, Kvidt, Koeppe,
4 Leonard, Manning, and Sloan; No: None.)
5

6 **9. ORDINANCES/RESOLUTIONS**

7 **9.1 Ordinance #784 Comcast Franchise Agreement (First Reading) –**
8 Mr. Fewel read the proposed ordinance twice by title.
9

10 **ROLL CALL VOTE:** APPROVED 7-0 (Yes: Bartlow, Bierek, Kvidt, Koeppe,
11 Leonard, Manning, and Sloan; No: None.)
12

13 **10. INFORMATION/CORRESPONDENCE**

- 14 **10.1 Planning Commission resignation from Peggy Yoder – No comments.**
15 **10.2 Website report for June 2013 – No comments.**
16 **10.3 Philomath Connection ridership for June 2013 – No comments.**
17

18 **11. ADJOURNMENT**

19 **11.1 Adjournment –** Seeing no further business, Mayor Sloan adjourned the meeting
20 at 7:30 p.m.
21

22 SIGNED:
23 Rocky Sloan, Mayor

ATTEST:
Ruth Post, MMC, City Recorder