



MINUTES

Coburg City Council Meeting

Hybrid Meeting In-person and via Zoom

April 12, 2022 7:00 P.M.

Coburg City Hall 91136 N Willamette Street

MEMBERS PRESENT: Mayor Ray Smith, Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehmann, and Patty McConnell.

STAFF PRESENT: Sammy Egbert, City Recorder; Anne Heath, City Administrator; Megan Winner, Planning Associate; Anne Davies, City Attorney; Tim Gaines, Finance Director; Brian Harmon, Public Works Director; Police Chief Larry Larson, and Fire Chief Chad Minter.

GUESTS: None.

RECORDED BY: Marlene Hockema, LCOG.

CALL TO ORDER

Mayor Smith called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Smith led the pledge of allegiance.

ROLL CALL

Ms. Egbert took roll and a quorum was present.

MAYOR COMMENTS

Mayor Smith reported the city was currently very busy and working on many projects; he noted that staff is prioritizing projects at this time. If a new project is assigned one will have to be removed from the work plan.

AGENDA REVIEW

Ms. Egbert identified changes to the agenda and packets:

- Remove March 8, 2022 minutes from the Consent agenda item #4 they will come back to City Council.

- Added revised minutes for February 8, February 22 City Council and Work Session and March 29, 2022 see Agenda items # 1, 2, 3 and 5;. Copies of the revised minutes are in the red folder.

Added a handout of “The Capital Project List” to be included with Agenda Item #8 Mayor Smith determined there was no objection to the proposed changes and the agenda was amended.

CITIZEN TESTIMONY

None.

RESPONSE(S) BY CITY COUNCIL

None.

CONSENT AGENDA

Mayor Smith noted that the Consent Agenda includes acceptance of:

1. Minutes February 8, 2022 City Council
2. Minutes February 22, 2022 City Council and Planning Commission Joint Work Session
3. Minutes February 22, 2022 Special City Council Meeting
4. Minutes March 29, 2022 City Council Work Session

Councilor Lehmann requested that the February 8, 2022 minutes be changed as follows:

Page 3 Paragraph 1:...”Gallagher Insurance and provided a report showing comparison.
~~Councilor McConnell~~ Councilor Lehmann questioned”

MOTION: Councilor Fox moved, seconded by Councilor Blain , to approve the consent agenda as amended . Motion passed unanimously, 6:0.

SPECIAL GUEST

None.

ORDINANCES AND RESOLUTIONS

5. Second Reading

ORDINANCE A-200-J AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF COBURG IDENTIFIED AS TAX LOT 00202 OF ASSESSORS MAP 16-03-34-00 AND CONSISTING OF 107.43 ACRES, AND AMENDING ORDINANCE A-200-G TO CHANGE THE COBURG ZONING MAP TO REZONE SAID TERRITORY FROM LANE COUNTY ZONING DISTRICT EXCLUSIVE FARM USE (E-40) TO COBURG ZONING DISTRICT LIGHT INDUSTRIAL, AND ADOPTING A SEVERABILITY CLAUSE

Staff report was presented by City Attorney, Anne Davies. She reminded council that the decision before them was a quasi-judicial decision. She talked about what was required of Council in a quasi-judicial meeting including exparte contact. She ask councilors to declare any exparte contact they have had and summarize it for the record.

- Mayor Smith – No additional to disclose.
- Councilor McConnell –
- Councilor Lehmann – On the side of caution he noted the last Finance Audit committee meeting he ask the Finance Director the question “If we knew what the water consumption revenue and or proposed quantity use was going to be with the proposed development bottle company” Mr. Lehmann stated he was not sure if this was ex parte contact there was no answer and was not done in public.
- Councilor Blain – None
- Councilor Bell - NO
- Councilor Alexander – Nothing to disclose
- Councilor Fox – No ex parte contact

Ms. Davies referred to a document that was submitted to City on April 1st by the opponent. She let Council know that it was not submitted to them because the record was closed. It would not be appropriate for Council to see the document after the record closed. The applicant always has the final rebuttal because they have the burden of proof.

Noting that seven meetings and one work session had taken place regarding the Ordinance, Mayor Smith stated the Council was well-versed and called for a motion.

MOTION: Councilor Blain moved, seconded by Councilor Lehmann to adopt **ORDINANCE A-200-J. AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF COBURG IDENTIFIED AS TAX LOT 00202 OF ASSESSORS MAP 16-03-34-00 AND CONSISTING OF 107.43 ACRES, AND AMENDING ORDINANCE A-200-G TO CHANGE THE COBURG ZONING MAP TO REZONE SAID TERRITORY FROM LANE COUNTY ZONING DISTRICT EXCLUSIVE FARM USE (E-40) TO COBURG ZONING DISTRICT LIGHT INDUSTRIAL, AND ADOPTING A SEVERABILITY CLAUSE**

Roll Call Vote:

Fox –Aye
 Alexander – No
 Bell – Aye
 Blain – Aye
 Lehmann – Aye
 McConnell – Abstain

Motion Passed 4:1:1

6. RESOLUTION 2022-09 A RESOLUTION AUTHORIZING THE APPLICATION FOR STREET PROJECT FUNDING TO OREGON TRANSPORTATION INFRASTRUCTURE BANK

Staff report was presented by Ms. Heath. She noted that the resolution would allow the Council to apply for funding of \$2.5M which could be drawn down, as needed, and reimbursed; she added the amount should be sufficient for two years. Councilor McConnell questioned if additional staffing would be available to help with the increased workload of grant applications.

Ms. Heath responded that the city had a contract with Lane Council of Governments (LCOG) which would provide support if needed.

MOTION: Councilor McConnell, seconded by Councilor Alexander to adopt RESOLUTION **2022-09** A RESOLUTION AUTHORIZING THE APPLICATION FOR STREET PROJECT FUNDING TO OREGON TRANSPORTATION INFRASTRUCTURE BANK

Motion passed unanimously. 6:0

7. RESOLUTION 2022-10 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COBURG ADOPTING A CAPITAL POLICY AND PROJECT LIST

Ms. Heath presented staff report that included a list of capital projects which would be used to utilize scheduling and budgeting and be reviewed and updated annually. She noted that the plan would provide direction and allow projects to move forward in a timely manner.

8. MOTION: Councilor Lehmann moved seconded by Councilor McConnell to adopt RESOLUTION **2022-10** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COBURG ADOPTING A CAPITAL POLICY AND PROJECT LIST. Motion passed unanimously. 6:0

COUNCIL ACTION ITEMS

9. City Council Goals for Fiscal Year 2022-2023

Ms. Heath presented a City Council Goals and Priorities Work Plan for Fiscal Year 2022-2023 stating some projects had been combined and a Pioneer Valley Estate analysis was added.

MOTION: Councilor McConnell moved, seconded by Councilor Blain to adopt the City Council Goals for Fiscal Year 2022-2023 as presented. Motion passed unanimously 6:0.

ADMINISTRATIVE INFORMATION REPORTS

10. 1992 Coburg Charter Revision

Ms. Davies presented a summary of the second clean version of the revisions to the 1992 Coburg Charter. She pointed out that the current charter was not consistent with how governance runs and noted that comparisons had been made with other Oregon city charters. Ms. Davies indicated that two dates would be possible for a public vote; however, a vote in August would be the only item on the ballot and would cost the Council \$2500 to process, making a November general election a better option. She added that the deadline for submission for the November general election would be August 9, 2022. Councilor Lehmann questioned if the item on the ballot would be a referral only and should it not pass the current charter would remain in effect. In addition, Ms. Davies explained that the proposed version would remove the Treasurer as an officer (that position now falls under the management of the City Administrator) and would add the City Administrator and the City Attorney. Also, the current version prohibits elected officials from being paid a salary; this prohibition would preclude lower income folks from serving and accordingly, the proposed version removes that

prohibition. Other items that would be addressed are: mayor or councilor term limits, council recesses, council rules, counting of votes, supervision by Mayor, City Recorder job description, excused/unexcused councilor absences and effective date for implementation.

After discussion Ms. Davies stated she would include changes as determined by the Council and bring them back to the Council. Mayor Smith added that charter changes had been in process for three years and should be on the November ballot.

11. Finance Monthly Report

Tim Gaines presented the Council with graphs portraying revenue to expenses comparisons as requested by the Council and they thanked him for the clarification they provided. Councilor Lehmann asked about proposed water revenue and Ms. Heath replied she had no additional information as an application had not been submitted.

12. Administration Monthly Update

Anne Heath advised the Council that anyone wanting to attend an April 20, 2022, 7:00 p.m. planning commission meeting event needed to contact Ms. Egbert. Councilor McConnell queried the status of the submitted park grant proposal as she understood there were many applicants; Ms. Heath noted they had submitted a good proposal and would be waiting for the outcome.

COUNCIL COMMENTS

Councilor Blain commented that he was pleased with the results of the annexation vote and felt it was the best overall decision. Councilor Lehmann added that citizen advocacy had contributed to the end result.

Fire Chief Larry Larson reminded the Council that Saturday, April 16th, 10 a.m. to 2:00 p.m. would be the Easter Egg Hunt and Saturday, April 30th, 10:00 a.m. to 2:00 p.m. would be Drug Take Back Day.

FUTURE MEETINGS

- April 13 Heritage Committee
- April 19 Park Tree Committee
- April 20 Planning Commission
- April 26 Special City Council Meeting, 6 p.m.
- April 27 Finance Audit Committee
- May 10 City Council

ADJOURNMENT

Hearing no further discussion, Mayor Smith adjourned the meeting at 8:56 p.m.

APPROVED by the Coburg City Council on this 12th day of April 2022.

Ray Smith, Mayor of Coburg

ATTEST:

Sammy L. Egbert, City Recorder

DRAFT