



MINUTES

Coburg City Council Meeting

February 14th, 2023 at 6:00 P.M.

91136 N Willamette Street

Hybrid Meeting in-person or via Zoom

MEMBERS PRESENT: Mayor Nancy Bell, John Fox, John Lehmann, Cathy Engebretson

MEMBERS ABSENT: Kyle Blain, Alan Wells

STAFF PRESENT: City Administrator Anne Heath, City Recorder Sammy Egbert, Chief of Police Larry Larson, Public Works Director Brian Harmon

GUESTS: Park | Tree Committee, Chair Mosier; Planning Commission, Chair Bell

RECORDED BY: Angela Kern, Lane Council of Governments (LCOG)

CALL TO ORDER

Mayor Bell called the meeting to order at 6:16 pm.

PLEDGE OF ALLEGIANCE

Mayor Bell led the Pledge of Allegiance.

ROLL CALL

Ms. Egbert called roll. A quorum of three was present.

MAYOR COMMENTS

Mayor Bell announced that the appointment of liaisons would be moved to the March Agenda. After thanking the Council for a great retreat, she noted that the official resignation of the City Administrator could be found in the red folders. She thanked Ms. Heath for the written notice.

AGENDA REVIEW

Ms. Egbert noted that the red folders contained Agenda Item 5.1, an IGA (Inter-governmental agreement) for the recruitment of a City Administrator, as well as an informational copy of the Quarterly Finance Report.

CITIZEN TESTIMONY

None.

RESPONSE BY CITY COUNCIL

None.

CONSENT AGENDA

1. Heritage Committee Appointment - Ronald Spores
2. Minutes January 10, 2023 City Council
3. Minutes January 24, 2023 City Council Work Session

Councilor Fox stated the title on the January 24, 2023 meeting should be changed, the wording should be changed from City Council "Meeting" to "Work Session".

MOTION: Councilor Engebretson moved to accept the Consent Agenda as amended, seconded by Councilor Lehmann. The motion passed unanimously -- 3:0:0.

Mayor Bell officially appointed Ronald Spores to the Heritage Committee for the remainder of the term expiring in March of 2024.

SPECIAL GUEST

Park | Tree Committee, Chair Mosier

Ms. Mosier presented an update on the Park & Tree Committee's activities and projects. The Committee requested that the Council consider funding for the planned Veterans Memorial, with an estimate to be provided by May for inclusion in the conceptual budget.

Planning Commission, Chair Bell

Commissioner Bell stated that the Planning Commission had adopted the same goals for 2023 as it had for 2022. He mentioned that the Commission had a vacancy to be filled. Commissioner Bell brought up narrow legacy streets and increased traffic, particularly the Weichert subdivision, as a subject for further consideration.

ORDINANCES AND RESOLUTIONS

4. RESOLUTION 2023-02 A RESOLUTION AUTHORIZING GRANT PROPOSAL TO THE REGIONAL FIBER CONSORTIUM FOR EXTENDING FIBER LINE TO THE SEWER PLANT AND NORTH COBURG ROAD

MOTION: Councilor Lehmann moved to adopt Resolution 2023-02 as presented, seconded by Councilor Fox. The motion passed unanimously -- 3:0:0.

COUNCIL ACTION ITEMS

5. Audit | Annual Finance Report through 6/30/2022

Ms. Heath presented, noting that the Council had chosen to let the Finance/Audit Committee receive the audit. Their recommendation was to accept the audit as presented.

MOTION: Councilor Engebretson moved to accept the Audit | Annual Finance Report through 6/30/2022 as presented, seconded by Councilor Fox. The motion passed unanimously -- 3:0:0.

5.1 Lane Council of Governments (LCOG) Local Government Personnel Services (LGPS) IGA

Mayor Bell opened the topic of City Administrator Recruitment, saying that the Council had considered three recruitment options and had chosen LCOG LGPS. She noted an inconsistency in the language of the contract and requested that paragraph 3 be amended to “not to exceed \$8500.”

MOTION: Councilor Lehmann moved to accept the IGA as amended, seconded by Councilor Fox. The motion passed unanimously -- 3:0:0.

ADMINISTRATIVE INFORMATION REPORTS

6. Public Works Operations Building Update

Mr. Harmon presented, stating that the new Public Works building was 90% planned, with the bidding process expected to begin in May or June.

7. American Rescue Fund Update

Ms. Heath requested that the Council consider how to allocate \$130,000. She gave the recommendations of lost revenues, Main Streets, safe routes to school and food banks as possible options.

8. Citizen Inquiry Quarterly Report

Ms. Egbert explained the process of Citizen Inquiry. She said the noise reports were being monitored.

9. Police Department Quarterly Presentation

Chief Larson presented, noting that the third quarter was high due to ODOT traffic stops. He also noted that an officer had been out of service due to medical reasons.

Councilor Lehmann asked if the majority of stops were residents. Chief Larson said the majority were travelers. Councilor Lehmann requested information on physical contact. Chief Larson stated that all contact was reported in Level of Resistance forms and he would provide that data. Councilor Lehmann wondered about the use of body cams and chokeholds. Chief Larson said that body cams were used regularly and that Oregon law forbade the use of chokeholds.

10. Finance Quarterly Presentation

Ms. Heath presented.

11. Administration Monthly Report

Ms. Heath brought to the Council's attention a letter from Paul Williams of Premiere RV, requesting that the City extend a water line to the south end of his property at the City's expense. The estimated cost was \$175,000 - 180,000 with a 20% contingency. The decision by consensus was to add a Staff Report to the March Agenda including any documentation, distances and the City's legal obligations.

Ms. Heath shared that public feedback on Macy Street was divided equally between no changes and adding speed cushions and sidewalks. The Council's direction to Mr. Harmon was to work with the engineers for a final design that might include future traffic calming solutions.

Ms. Heath outlined a timeline for moving forward with a utility fee increase.

- Council suggestions to be sent and received by February 22nd
- Informational material to be mailed and posted on social media before March 14th
- Public hearings on March 14 and April 11th
- Decision to be made no later than May for inclusion in the new budget in July

Lehmann requested the inclusion of the Consumer Price Index (CPI) in the informational material.

COUNCIL COMMENTS

Councilor Lehmann wanted to add discussing a stipend for the position of Mayor to the Agenda. He wondered how the City of Eugene's ban on natural gas might affect Coburg.

Councilor Fox noted that the new Heritage Committee member was the great-grandson of Jacob Spores. He recommended microphone checks for the benefit of those attending remotely.

Councilor Engebretson thanked the Staff for their work.

ADJOURNMENT

Mayor Bell adjourned at 8:45 pm.

APPROVED by the City Council of the City of Coburg on this 14th day of March, 2023.

Nancy Bell, Mayor of Coburg

ATTEST:

Sammy L. Egbert, City Recorder

DRAFT