



MINUTES

Coburg City Council Meeting

February 8, 2022 7:00 P.M.

Coburg City Hall

Virtual and at 91136 N Willamette Street

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

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

GUESTS: Cathy Engebretson, Finance Audit Committee.

RECORDED BY: Marlene Hockema, LCOG.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Ms. Egbert led the pledge of allegiance.

ROLL CALL

Ms. Egbert took roll and a quorum was present.

MAYOR COMMENTS

Mayor Smith reported he had been meeting with Ms. Heath, Ms. Winner and Councilor Fox regarding transportation issues in Coburg and throughout the region adding that they would be reaching out for input from other small towns.

Ms. Heath was pleased to announce the Employee of the Year 2021 as Sammy Egbert; the group was in agreement that she was the hub that kept things flowing.

Ms. Heath presented an employee achievement award, for five years tenure with the city, to David Gregory who has made great strides towards improving the police evidence room.

AGENDA REVIEW

Ms. Egbert suggested changing the agenda order to 1) Audit Presentation, 2) Finance Audit Committee Report and 3) Resolution 2022-05.

CITIZEN TESTIMONY

Cathy Engebretson commented she had brought up the topic of land use codes, several years ago, but added they would still be lacking. Of concern, is the zoning of multi-family dwellings which would become more prevalent in the near future. She also expressed concern regarding a potential water bottling plant which would export the city's water and possibly leave residents wanting.

RESPONSE(S) BY CITY COUNCIL

The council expressed their ongoing concern as noted by Ms. Engebretson. Mayor Smith responded that this topic is on the council's agenda adding there would be two items that need addressing, 1) multi-family housing and 2) state mandates regarding population.

Councilor Blain joined the meeting at 7:25 p.m.

CONSENT AGENDA

1. Minutes January 11, 2022 City Council

MOTION: Councilor Bell moved, and Councilor Blain seconded, a motion to accept the January 11, 2022 meeting minutes. Motion passed unanimously.

SPECIAL GUEST

2. Audit Presentation – Steve Tuchscherer

Steve Tuchscherer, Umpqua Valley Financial, reported the audit went well although remote reporting presented challenges. He was pleased to report that the improvement in the city's financials was phenomenal and a credit to the staff.

Councilor Lehmann noted that a city gas tax should be added to page 25 in Street Fund Revenue and questioned the reference on page 64 to a ten-year trend. Mr. Tuchscherer agreed to make those changes and have revisions available on February 9, 2022.

MOTION: Councilor Fox moved, and Councilor Blain seconded a motion to approve the Annual Financial Report, as amended, for the period ending June 30, 2021. Motion passed unanimously.

Finance Audit Committee Report – Cathy Engebretson

Ms. Engebretson stated she wanted to clarify a letter that had been received from the Secretary of State which listed three items of issue and of which Ms. Engebretson indicated she would rate two as suggestions and one as mute. Consequently, the letter would be of no eminent concern.

ORDINANCES AND RESOLUTIONS

3. RESOLUTION 2022-05 A RESOLUTION AUTHORIZING THE ADOPTION OF A HEALTH REIMBURSEMENT ARRANGEMENT (HRA) PLAN

Tim Gaines, Finance Director, informed the council that due to dissatisfaction with customer service at Pacific Source he would be presenting a change in (HRA) Health Reimbursement Arrangement to Gallagher Insurance and provided a report showing comparisons. Councilor McConnell questioned if Pacific Source was sent a letter to express employee concern and it was pointed out that no letter was sent as no responses had been received regarding complaints. Councilor Lehmann expressed concern that this was a first read of the document to which Mayor Smith clarified that while ordinances require multiple reads, resolutions do not.

MOTION: Councilor Blain moved, and Councilor McConnell seconded, a motion to approve Resolution 2202-05 a resolution authorizing the adoption of a health reimbursement arrangement (HRA) plan. Motion passed 5:4:1.

COUNCIL ACTION ITEMS

ADMINISTRATIVE INFORMATION REPORTS

4. Police Quarterly Report

Chief Larson presented a pie chart which indicated percentage changes for the quarter October-December 2021 in the following categories.

- Traffic stops
- Business patrolling
- Sex, fights
- Property crime
- Society crimes
- Fugitive (from another state)
- All other

Councilor Alexander asked if there was a correlation between the increased number of stops and the decreased number of crimes. Chief Larson answered in the affirmative inserting that they had also hired an additional officer. He further noted that according to HB2355, the (STOP) Statistical Transparency of Policing program, there had been no racial profiling noted by the state.

5. Coburg Building Department Operating Plan

Ms. Winner provided a report of the Coburg Building Department Operating Plan stating it was a big burden for small cities. Mayor Smith stated contracting with Cottage Grove had made this plan much easier.

6. Finance Monthly Report and Quarterly Plan

Tim Gaines, Finance Director, used a slide presentation to report the 2021-2022 finances: revenue, budget, expenditures, cash on hand, city gas tax revenue and transportation utility

fees. As noted earlier, he further stated that tax revenue had been received at a slower rate than previous years.

7. Administration Monthly Update

Ms. Heath reported that they are currently project heavy with lots going on at the same time and most projects in engineering design. She was pleased to announce that following closure, due to illness, city hall would reopen on February 14, 2022. She also informed the group that the city hall building had been painted and she was pleased with the final result. Councilor McConnell questioned if there would be a change to the City of Coburg logo; she stated it had been discussed, last year, but no decision had been made. Following discussion, the group determined that the current logo was out-dated and the council should consider a change.

UPCOMING AGENDA ITEMS

- Quasi-Judicial Public Hearing on Annexation of 105 acres into the city

FUTURE MEETINGS

- February 9 Heritage Committee
- February 15 Park Tree Committee
- February 16 Planning Commission
- February 21 City Hall Closed – Presidents Day
- February 22 City Council/Planning Commission Joint Work Session
- February 22 City Council Special Meeting
- March 8 City Council

ADJOURNMENT

Hearing no further discussion, Mayor Smith adjourned the meeting at 8:49 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