



MINUTES

Coburg City Council Meeting
October 11, 2022 at 6:00 P.M.
91136 N Willamette Street
Hybrid Meeting in-person or via Zoom

MEMBERS PRESENT: Mayor Smith and Councilors Nancy Bell, John Fox, Mark Alexander, John Lehmann and Patty McConnell

MEMBERS ABSENT: Kyle Blain

STAFF PRESENT: City Administrator Anne Heath, City Recorder Sammy Egbert, City Attorney Anne Davies, Chief of Police Larry Larson, Public Works Director Brian Harmon and Megan Winner, Coburg Planning

GUESTS: Consultant Justin Ford

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

CALL TO ORDER

Mayor Smith called the meeting to order at 6:01 pm.

PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance.

ROLL CALL

Ms. Egbert called roll. A quorum was present.

MAYOR COMMENTS

Mayor Smith stated that his cancer was untreatable and that he'd be entering hospice. He shared that it had been a joy working with the Council for 9 years. He thanked the Council and community for their prayers and said he appreciated the support. Council applauded.

AGENDA REVIEW

Ms. Egbert noted that additions to packet are in the red folders; a map and report to accompany the Feasibility Presentation as well as a supplemental report to Agenda Item #7.

CITIZEN TESTIMONY

None

RESPONSE(S) BY CITY COUNCIL

None

CONSENT AGENDA

No items

SPECIAL GUEST

1. Water Reservoir Feasibility Presentation

Consultant Justin Ford presented an overview.

Mayor Smith asked if the overview was modeled on current or future needs.

Mr. Ford said it was modeled on a 20-year projection as per 2016 studies.

Councilor Fox wondered if there were benefits to the higher placement of Sites 2 and 3. Mr. Ford responded that there were slight cost savings, as the structures would be shorter and the cost ran about \$10,000 per foot of height. Councilor Fox asked about the 12-inch loop. Mr. Ford said it was essential. Ms. Heath pointed out that the proximity of Site 1 would offset the cost savings of 2 and 3.

Councilor Lehmann inquired as to the ownership of the three sites. Ms. Heath replied that Site 1 was owned by the Umpqua Indian tribe (Cow Creek) and Sites 2 and 3 were privately owned.

Mr. Ford reported that his findings indicated the existing tanks were in good condition and recommended reducing the maximum holding to 28 feet along with stiffening the sides. Councilor Lehmann wondered if Mr. Ford still recommended researching the tank. Mr. Ford said he didn't think it was necessary.

Councilor Fox wondered why it was necessary to preserve the old tank. Mr. Ford explained it made sense to use existing infrastructure for extra storage. Council President Bell asked if one elevated tank would serve the community, with the current tanks as backup. Mr. Ford concurred. He noted that replacing the tanks would be more costly than refurbishing the existing ones. He asked if Public Works Director Brian Harmon had any concerns about reducing capacity (to 28 feet). Mr. Harmon said no.

Mr. Ford recommended Site 1 and listed the advantages. Ms. Heath pointed out that studies had already been done on the site. Mr. Ford noted that there was plenty of space to build on the site and that a tank could be permitted as a public building under the Conditional Use zoning.

Councilor Lehmann asked why a third tank wasn't being added to Sarah Lane. Mr. Ford responded that there was not much space and it was not a desirable site.

Council President Bell asked whether analysis had been done at any of the sites. Mr. Ford said no, he was waiting on geotechnical findings.

Mr. Ford explained the various benefits of the three different types of tank. Councilor Alexander inquired about seismic movement. Mr. Ford said all of the types would be built to code, but that meeting the requirements was more of a challenge with the composite model. He noted that the multi-column style could be placed on the weakest soils.

Councilor McConnell inquired about challenges on Site 1. Ms. Heath said she would expect more challenges at Sites 2 and 3. Councilor Fox wondered if it was worthwhile to spend the money analyzing 2 and 3. Mr. Ford explained it was a small cost and could provide useful information.

Councilor Alexander inquired as to the lifespan of each type of tank. Mr. Ford stated that each type had the same predicted lifespan of 75 - 100 years.

Mr. Ford predicted a cost of \$4.5 million for a new tank. He recommended funding of \$10 million be pursued for the entire project, including tank rehab. Councilor Lehmann asked if that included addressing interior corrosion. Mr. Ford said yes. Councilor McConnell inquired as to the life expectancy of the interior coating. Mr. Ford guessed 30 - 40 years. Council consensus was that the tanks had last been coated in the late 90s. Mr. Ford noted that the interior of the tanks could be spot treated.

Ms. Heath noted that there was some funding for the reservoir and the line.

Mr. Ford stated that the well was critical, storage less so. Councilor Lehmann asked about construction time. Mr. Ford said a year was typical.

Mr. Ford outlined the next steps: Keep working on the feasibility study, get the results from the geo-tech work, and try to get a full draft of the feasibility study in November.

Mr. Harmon pointed out that it was possible to run off the wells with the existing reservoirs at the lower (28-foot) capacity, but that relying on the pumps would be costlier in the long run.

Councilor McConnell asked how much funding was available. Ms. Heath responded that there was \$5.5 million for the entire water project including wells reservoir, replacement lines and I-5 bore with the caveat that water rate fees would be limited.

ORDINANCES AND RESOLUTIONS

2. RESOLUTION 2022-23 A RESOLUTION ADOPTING THE COBURG SUCCESSION PLAN

Ms. Heath presented, explaining that Resolutions 2022-23 and 2022-24 were partner resolutions and living documents, needing to be updated as change occurred. The two resolutions were particular to Coburg, outlining the city's succession and continuity of operations plans in emergency situations.

Council President Bell asked Ms. Heath if she was comfortable leaving the unfilled positions as placeholders. Ms. Heath said yes.

MOTION: Council President Bell moved to adopt Resolution 2022-23, seconded by Councilor Alexander. The motion passed unanimously -- 5:0:0.

3. RESOLUTION 2022-24 A RESOLUTION ADOPTING THE COBURG CONTINUITY OF OPERATION PLAN

Ms. Heath explained that the plan was aligned with FEMA and was directed through the NIMS program, but was particular to Coburg.

Councilor Lehmann pointed out that language on pages 128, 129, and 130 needed updating. Ms. Heath said that updating the Declaration of Emergency ordinance was on the to-do list.

MOTION: Councilor Lehmann moved to adopt Resolution 2022-24, seconded by Councilor McConnell. The motion passed unanimously -- 5:0:0.

4. RESOLUTION 2022-25 A RESOLUTION TO INITIATE AMENDMENTS TO THE COBURG COMPREHENSIVE PLAN MAP AND TO THE OFFICIAL ZONING MAP

Ms. Winner presented, explaining that the resolution initiated the process to amend the Zoning Map and the Comprehensive Plan Map. The first change would be adding the overlay district to the official zoning map, reflecting the form-based code overlay district approved by Council on September 27th, 2022. The second change would be to correct the mistaken zoning of a 50-foot strip consisting of three lots abutting City Hall from Park, Rec and Open Space to Central Business District.

Councilor Lehmann asked if a park had been intended for the area. Ms. Heath said no. Councilor Fox asked if the lots were owned. Ms. Heath said yes. Councilor Lehmann asked if it were part of the 2.81 acres adjacent to City Hall. Ms. Heath said partially. Councilor Lehmann asked if the City Hall parking lot overstepped the bounds. Ms. Egbert presented a map showing the strip in question and explained its exact location.

MOTION: Councilor Fox moved to adopt Resolution 2022-25, seconded by Councilor Alexander. The motion passed unanimously -- 5:0:0.

COUNCIL ACTION ITEMS

5. Planning Commission Appointment

Ms. Winner presented, requesting the appointment of James Bell for a two-year term ending in October of 2024.

MOTION: Councilor Fox moved to appoint James Bell to the Planning Commission for a two-year term ending in October of 2024, seconded by Councilor Alexander. The motion passed unanimously -- 5:0:0.

Mayor Smith appointed James Bell to the Planning Commission.

6. Planning Commission Annual Appointment

Ms. Winner presented, requesting the re-appointment of Jonathan Derby, Alan Wells and Seth Clark to the Planning Commission for a two-year term ending in October of 2024.

MOTION: Councilor Fox moved to appoint Jonathan Derby, Alan Wells and Seth Clark to the Planning Commission for a two-year term ending in October of 2024, seconded by Councilor Alexander. The motion passed unanimously -- 5:0:0.

Mayor Smith appointed Jonathan Derby, Alan Wells and Seth Clark to serve another term on the Planning Commission.

ADMINISTRATIVE INFORMATION REPORTS

7. Administration Monthly Report

Ms. Heath presented.

Councilor Lehmann requested clarification of the term 'Intertie.' Mr. Harmon said it referred to areas where new water lines connected to old.

Councilor Lehmann pointed out a missing word on page 148, wondering what the outcome of cross-training Sara Athey had been. Ms Heath said 'successful'.

Councilor Lehmann requested an update on noise barriers. Ms. Heath responded that a study was in progress.

Councilor Lehmann wondered if the crosswalk monitoring program had been successful. Chief of Police Larson said the community had been supportive and that he did not yet have the numbers. Councilor McConnell noted that there was still a sign in place. Chief of Police Larson said it would be removed.

Ms. Heath noted that she had a correction for the Council regarding the Collector Streets; the project would be pushed back to design in 2024 and build in 2025.

COUNCIL COMMENTS

Mayor Smith introduced the topic of continuing 6:00 pm meetings. It was decided to continue meeting at 6:00 pm for the foreseeable future.

Councilor Fox inquired if the absence of a Councilor counted as an abstention when counting votes. Ms. Davies said no.

Councilor Lehmann suggested that the Council consider a \$20,000-\$25,000 stipend for the position of Mayor. Mayor Smith said that the topic should be discussed during the retreat. He noted that it was a big job and that other nearby cities offered compensation.

Council President Bell proposed naming the City Council Chamber the “Ray Smith Council Chamber” in recognition of Mayor Ray Smith’s service. Mayor Smith responded that it was hard to stay humble when he received so much praise and that he had worked hard to make the community a better place. He praised the Council for making good decisions.

MOTION: Councilor Bell moved to name the City Hall Council Chamber the “Ray Smith Council Chamber,” seconded by the entire Council. The motion passed unanimously -- 5:0:0.

UPCOMING AGENDA ITEMS

City Fee Schedule Annual Review and Update
Zone Code & Comp Plan Map Amendments

FUTURE MEETINGS

October 12 Heritage Committee
October 18 Park Tree Committee
October 19 Planning Commission
October 26 Finance Audit Committee
November 8 City Council

ADJOURNMENT

Mayor Smith adjourned at 8:06 pm.

APPROVED by the City Council of the City of Coburg on this 8th day of November 2022.

Nancy Bell, Acting Mayor

ATTEST: _____
Sammy L. Egbert, City Recorder

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