



LEBANON CITY COUNCIL REGULAR MEETING AND EXECUTIVE SESSION MINUTES

December 11, 2024 at 6:00 PM

Santiam Travel Station – 750 3rd Street, Lebanon, Oregon

MISSION STATEMENT

The City of Lebanon is dedicated to providing exceptional services and opportunities that enhance the quality of life for present and future members of the community.

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Wayne Dykstra | Councilor Carl Mann

Councilor Jeremy Salvage | Councilor Kim Ullfers | Councilor Dave Workman

6:00 PM – CITY COUNCIL REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

The meeting was called to order at 6:00 PM.

ROLL CALL

PRESENT

Mayor Kenneth Jackola
Councilor - Ward 1 Wayne Dykstra
Councilor - Ward 1 Carl Mann
Councilor - Ward 2 Kim Ullfers
Councilor - Ward 3 Jeremy Salvage
Council President - Ward 3 Michelle Steinhebel

ABSENT

Councilor - Ward 2 Dave Workman

STAFF

Interim City Manager Ron Whitlatch
City Attorney Tre' Kennedy
Finance Director Brandon Neish
Police Chief Frank Stevenson
Community Development Director Kelly Hart
IT Director Brent Hurst
City Recorder Julie Fisher

CONSENT CALENDAR

The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Calendar and considered separately.

Motion to approve the Consent Agenda made by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Ullfers.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

1. **AGENDA:** Lebanon City Council Agenda – December 11, 2024
2. **APPROVAL TO AWARD:** *Engineering Services Contract - Cheadle Lake*
3. **BOARD MINUTES:**
Parks, Trees & Trails Advisory Committee - July 17, 2024
4. **CANVASSING ELECTION RESULTS:** *General Presidential Election November 5, 2024*
5. **COUNCIL MINUTES:**
November 13, 2024 Joint Planning Commission and City Council Work Session
November 13, 2024 Work Session and Regular Session
6. **LIQUOR LICENSE:** *Game Time Sports Bar and Grill*

PRESENTATION / RECOGNITION

7. Lebanon Downtown Association - Executive Director Shellie Jackola

Shellie Jackola and Dala Johnson presented the end of the year summary for the Lebanon Downtown Association. The presentation included a recap of events such as First Friday, Concerts in the Park, Movies in the Park, and a car show. The Lebanon Downtown Association has also helped many businesses receive city or state grant funding. It was reported that 11 new businesses have opened in the downtown area. The Board of Directors has new members, and a Strategic Plan was adopted in November 2024. The Lebanon Downtown Association has a goal to become self-sufficient and not rely on funding from the city.

8. Republic Services - Julie Jackson

The presentation by Julie Jackson was moved to the Agenda item for Republic Services.

PUBLIC COMMENTS

*Citizens may address the Council by filling out a testimony/comment card prior to speaking and hand it to the City Recorder. Each citizen is provided up to 5 minutes to provide comments to the Council. The Council may take an additional two minutes to ask clarifying questions. The City Recorder will accept and distribute written comments at a speaker's request. Public comments can also be submitted by email to city.recorder@lebanonoregon.gov prior to **5:00 p.m. on December 10, 2024**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

Linn County Commissioner Sherrie Sprenger commended the City of Lebanon for their efforts in getting the Green Peter Drawdown halted. She noted the importance of providing clean water to the community and the effects the drawdowns were having on our ability to do so.

Council Elect David McClain spoke opposing any tax exemption by the City for nonprofit organizations who own low-income apartments.

Janet Blair spoke also opposing any tax exemption by the City for nonprofit organizations who own low-income apartments and suggested the item be put on the ballot for a vote in May.

Jeremy Guenther spoke in opposition of tax exemption for nonprofit organizations who own low-income apartments.

Gamael Nassar thanked Councilor KJ Ullfers for his service to the community of Lebanon.

Kay Cortez praised the Council and staff for their responses to various issues including adding a stop sign at an intersection and enforcing parking restrictions. As a token of appreciation, Pizza Hut will be donating three pizzas for the next City Council work session.

PUBLIC HEARING(S)

NA

REGULAR SESSION

9. Resolution No. 2024-29 - A Resolution Repealing Resolution No. 2023-18 and Approving Republic Services Rate Increases

Julie Jackson representing Republic Services spoke regarding a 3.2% increase in fees which averages .97 cents per customer. The rates were not higher due to a decrease in fuel costs. It was reported there were two events to collect cardboard and electronics and there were not many customers who took advantage of those collections. It was discussed about how the City could partner in advertising those events and was suggested early spring would see more participation as customers are beginning spring cleaning. A container to collect cardboard on city property was also discussed. Hazardous chemical collections were better attended, and those events will continue. Julie Jackson announced that with the Recycling Modernization Act, new materials will be able to be collected in recycle bins.

Motion made to approve Resolution No. 2024-29 by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

10. City of Lebanon Strategic Plan Adoption

Community Development Director Hart introduced the City of Lebanon Strategic Plan document. The plan was developed by SW Consultants with engagement from the City Council, leadership team, and staff. The plan guides decisions, allocates funding, and identifies action items for the next 5 years. The draft plan was sent out to the leadership team and staff for review prior to adoption, six positive comments were received. The plan will be reviewed and updated twice per year.

Motion made to adopt the City of Lebanon Strategic Plan by Councilor - Ward 3 Salvage, Seconded by Councilor - Ward 1 Mann.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

11. Ordinance Bill No. 2024-15, Ordinance No. 3031 - A Bill for an Ordinance Adopting the Provisions of Oregon Revised Statutes (ORS) Sections 307.540 to 307.548, Regarding Non-Profit Corporation Low-Income Housing.

Mayor Jackola read written Public Comment received by Shannon and Lisa Spring opposing the Ordinance adopting provision of ORS regarding non-profit low-income housing.

Community Development Director Hart introduced the item which first was requested in March 2024 by Michael Council with Crossroads Community. The item was reviewed during the October 4, 2024, meeting and tabled until December 11, 2024. There are two properties that could qualify for a tax exemption under Oregon Revised Statutes (ORS) Sections 307.540 to 307.548. Of those two properties, one qualifies and receives a separate exemption, so only one property remains. That property would have an impact to the city of \$6,000 in revenue loss per year currently, however if the non-profits purchase another property, that revenue loss could be \$13,000 per year. To address concerns, it was noted that this would only exempt the City's portion of property tax. The City of Albany has the exemption in place, and it has been used towards 9 properties since 1993, noting it is not a widely used exemption. The

application deadline for the non-profit is March 1st and any action taken by Council would take 30 days to be in effect.

Motion made to table the item until the January 8, 2025, City Council meeting by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

Voting Abstaining: Councilor - Ward 2 Ullfers (Due to Conflict of Interest)

12. Department Report:

Administration

Community and Economic Development

City Recorder

Engineering

Finance

Human Resources

Informational Technologies

Police Department

Public Works Department

Senior Center/LINX

Interim City Manager Ron Whitlatch presented the department reports to the Council. He noted that work is being done throughout the City by Ziplly Fiber and the City is doing everything possible to mediate between Ziplly and Lebanon residents. There has been customer concerns regarding their work so City Manager Whitlatch has assigned a City staff to oversee the project and act as a liaison for onsite customer service. City staff is tracking time spent addressing Ziplly Fiber issues and complaints.

The Cascade West Area on Transportation appointments expire December 31st. The Mayor will need to appoint new representatives during the January 2025 City Council meeting.

A required Ethics training is scheduled for January 22nd at noon at the Lebanon Public Library. The training will be on new Public Meetings laws and be conducted by the Oregon Ethics Commission. The training is required for those having a spending authority of 1M or more per fiscal year and is required once per term. The City Recorder will send out an email with the link to register.

ITEMS FROM COUNCIL

PUBLIC/PRESS COMMENTS

An opportunity for citizens and the press to comment on items of city business.

Councilor Steinhebel noted the Ziplly Fiber construction concerns and how the City is addressing them.

Councilor Mann requested staff look into no parking curb paving at the intersection of 8th Street and Delana Loop.

Mayor Jackola presented Councilor Wayne Dykstra and Councilor KJ Ullfers with plaques thanking them for their service to our community and City in their elected positions.

NEXT SCHEDULED COUNCIL MEETING(S): January 8, 2025 at 6 PM.

City Council Training: January 22, 2025 at Noon

EXECUTIVE SESSION

Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

The Mayor called for a recess at 7:22 PM while staff prepared for the Executive Sessions.

The Executive Sessions opened at 7:30 PM. City Attorney Tre' Kennedy read the Executive Session Announcements. There were no decisions made during the Executive Sessions.

13. Per ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (City Attorney)

14. Per ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent. (City Manager)

REGULAR SESSION

Council may reconvene into open session should action be required.

The City Council meeting was reconvened at 7:40 PM.

15. City Manager Contract Approval

City Attorney Tre' Kennedy introduced the City Manager contract for Ron Whitlatch who has been serving as interim since July. There was discussion on the residency requirement since Ron lives in the Lebanon area, but not within City limits.

Councilor Steinhebel made a motion to approve the City Manager contract between the City of Lebanon and Ron Whitlatch. The motion was seconded by Councilor Mann.

City Attorney Kennedy reminded the Council of the need to waive residency which is requested in the contract. It was noted that the salary in the contract was in the middle of the salary schedule approved by Council during the recruitment process.

A new Motion was made to approve the City Manager contract and waive the residency requirement by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Ullfers.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

ADJOURNMENT

The meeting adjourned at 7:48 PM.