



LEBANON CITY COUNCIL REGULAR MEETING - AMENDED MINUTES

July 08, 2026 at 6:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

*We provide services that foster a resilient, safe, and growing community,
strengthened by our community connections*

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Marcellus Angellford

Councilor Jeremy Salvage | Councilor David McClain | 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 Dominic Conti
Councilor - Ward 2 David McClain
Councilor - Ward 2 Dave Workman
Council President - Ward 3 Michelle Steinhebel

ABSENT

Councilor - Ward 1 Marcellus Angellford
Councilor - Ward 3 Jeremy Salvage

STAFF

City Manager Ron Whitlatch
Finance Director Brandon Neish
City Recorder Julie Fisher
IT Director Brent Hurst
IT Admin Erin Gomez
Chief of Police Frank Stevenson
City Attorney Tre' Kennedy (Online)

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 made to approve the Consent Calendar by Councilor - Ward 2 Workman, Seconded by Council President - Ward 3 Steinhebel.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman,
Council President - Ward 3 Steinhebel

1. **AGENDA:** Lebanon City Council Agenda – July 8, 2026
2. **APPOINTMENTS:**
Senior & Disabled Services Advisory Committee -
Marlene Flyer, Linda Meredith, Cody Sheets-Wack (reappointments)
Avery Shields (appointment)
3. **BOARD MINUTES:**
Parks, Trees & Trails Advisory Committee - January 21, 2026
Planning Commission - March 18 & April 15, 2026
4. **COUNCIL MINUTES:** June 10, 2026 Work Session and Regular Meeting Minutes; June 24, 2026 Special Meeting Minutes

PRESENTATION / RECOGNITION

5. Oregon Cascades West Council of Governments - Executive Director Ryan Vogt
Ryan Vogt, Executive Director of the Cascades West Council of Governments (COG) and the Community Services Consortium (CSC), presented the organizations' annual report and provided an overview of the programs and services available to Lebanon residents. He explained that the two organizations have been working more collaboratively to better serve seniors, low-income individuals, and others in need throughout the region.

Mr. Vogt recognized the retirement of Tori Hartman after 24 years of managing the Lebanon Meals on Wheels program and thanked her for her years of dedicated service to the community.

He highlighted several services provided in Lebanon, noting that during the first six months of the year, the Non-Emergency Medical Transportation program provided 12,552 rides for Medicaid recipients traveling to medical appointments. He also reported that 111 Lebanon residents received free Medicare counseling to help them understand and navigate Medicare coverage options.

Kayla, Agency Director for Community Services Consortium, provided an overview of CSC's programs, including utility assistance, housing assistance, workforce development, and food assistance. She reported that the Lebanon Soup Kitchen served approximately 36,000 meals during the most recent fiscal year, an increase from approximately 28,000 meals the previous year. She also shared that CSC distributed approximately 554,000 pounds of food through its emergency food, meal site, gleaning, and supplemental food programs. She noted the organization's partnership with Pitchfork & Crow, which provides fresh, locally grown produce for food assistance programs, and shared a success story describing how utility assistance helped a Lebanon resident remain financially stable while recovering from an injury that temporarily delayed new employment.

During Council discussion, City Manager Whitlatch expressed appreciation for the grant writing assistance provided by Cascades West Council of Governments, including support for the City's Community Development Block Grant application for the library, the Safe Streets for All grant, and other collaborative grant opportunities. Mr. Vogt identified uncertainty surrounding future federal funding, increasing food insecurity, rising poverty, the widening wealth gap, and anticipated changes to Medicaid and SNAP as the organization's greatest challenges moving forward. Finance Director Neish also acknowledged CSC's assistance in verifying income eligibility for the City's utility discount program. In response to a question from Councilor Steinhebel regarding the potential impacts of Medicaid changes, Mr. Vogt stated he would follow up with additional information after reviewing the Governor's recommendations.

PUBLIC COMMENTS

None

PUBLIC HEARING(S)

6. Public Hearing to Exempt from Competitive Bidding - CM/GC Wastewater Treatment Plant Biosolids Improvements Project No. 26704

Mayor Jackola opened the public hearing at 6:16 PM to consider an exemption from competitive bidding and the use of the Construction Manager/General Contractor (CM/GC) project delivery method for the Wastewater Treatment Plant Solids Improvement Project.

City Manager Ron Whitlatch presented the staff report, explaining that the project includes modernization of the City's biosolids treatment process, construction of a new operations control building, and a centralized electrical building. He stated that the project involves highly specialized treatment equipment and must be completed while maintaining continuous operation of the existing wastewater treatment facility. Mr. Whitlatch explained that the CM/GC project delivery method allows the City to involve the contractor early in the design process, reduce project risk, obtain real-time pricing and value engineering, and improve coordination on a technically complex project. He stated that the City intends to issue a Request for Proposals and select a contractor based on qualifications, technical experience, project approach, and price. He further explained that the initial contract would be for pre-construction services, with a guaranteed maximum price negotiated later in the process. Mr. Whitlatch advised that, pursuant to ORS 279C.335, the City Council, acting as the Local Contract Review Board, must approve the findings supporting the exemption from competitive bidding. He noted that the City Attorney had reviewed the findings and concluded they satisfy the statutory requirements. Staff recommended approval of the exemption.

Mayor Jackola opened the public hearing for public comments. There was none.

The public hearing as closed at 6:20 PM.

Following the close of the public hearing, Council discussed the proposed procurement method. In response to questions from Council, Mr. Whitlatch explained that the CM/GC process differs from a traditional design-bid-build approach by selecting a qualified contractor early in the project to assist with design, cost estimating, and risk management. He noted that the process has been successfully used on previous City projects, including the Water Treatment Plant and Westside Interceptor, and described how the approach can reduce costs by addressing unknown conditions through negotiated allowances rather than requiring contractors to include higher contingency amounts in a traditional bid.

Motion made to exempt the Wastewater Treatment Plant Solids Improvement Project from competitive bidding by Councilor - Ward 2 McClain, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Council President - Ward 3 Steinhebel

7. Resolution No. 2026-16 - A Resolution Referring to the Voters a 5-Year Local Option Property Tax Levy for Municipal Jail Operations; Adopting a Ballot Title and Explanatory Statement; and Directing the City Elections Officer to Take All Actions Related Thereto

Mayor Jackola opened the public hearing at 6:24 PM to consider Resolution No. 2026-16 referring a five-year local option tax levy for municipal jail operations to the voters.

City Attorney Tre' Kennedy presented the staff report remotely. He explained that the resolution represented the final action required to refer the local option levy measure to the voters. He stated that the resolution would approve the ballot title, explanatory statement, and other materials required under state law. Mr. Kennedy noted that the legal memorandum from the City Attorney's Office supported the proposed ballot language and process.

In response to a Council question regarding the required statement that the measure may cause property taxes to increase by more than three percent, Mr. Kennedy explained that the language is specifically required by state statute and does not count toward the ballot summary word limit.

Council expressed appreciation to staff for the work involved in preparing the resolution and accompanying materials.

City Recorder Julie Fisher explained that, if the resolution was approved, the ballot title would be published the following day, beginning the required ten-business-day challenge period. She stated that if no challenge was filed during that period, the measure would then be submitted to Linn County Elections for assignment of a ballot measure number.

Mayor Jackola opened the public hearing for public comment. There was none.

The public hearing was closed at 6:27 PM.

Following the public hearing, City Attorney Kennedy read the title of Resolution No. 2026-16, "A Resolution Referring to the Voters a Five-Year Local Option Property Tax Levy for Municipal Jail Operations, Adopting a Ballot Title and Explanatory Statement, and Directing the City Elections Officer to Take All Actions Related Thereto."

Councilor McClain moved to approve Resolution No. 2026-16. The motion was seconded by Councilor Workman. Before the vote, City Attorney Kennedy clarified for the record that the motion was intended to approve the resolution in its entirety. The motion passed unanimously by voice vote. At the Councilor McClain's request, City Attorney Kennedy also stated that the ballot title caption is "Five-Year Local Option Levy for Jail Operations".

Motion made by Councilor - Ward 2 Workman, Seconded by Councilor - Ward 2 McClain.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Council President - Ward 3 Steinhebel

REGULAR SESSION

8. Council Stipend Reinstatement

City Manager Ron Whitlatch presented a report regarding City Council stipends. He explained that the City had historically provided monthly stipends to Council members and the Mayor. During the Fiscal Year 2024-25 budget process, Council voluntarily discontinued the stipends, which had been \$225 per month for Council members and \$1,000 per month for the Mayor. No date for reinstatement was established at that time. Mr. Whitlatch noted that during the Fiscal Year 2025-26 budget process, the Mayor's stipend was reinstated at \$500 per month to help offset expenses associated with serving as Mayor, and the Budget Committee agreed that Council member stipends would be revisited during the Fiscal Year 2026-27 budget process. He stated that the Fiscal Year 2026-27 budget includes appropriations for stipends and explained that any reinstatement would require Council action establishing the stipend amounts and effective date.

Prior to discussion, each Council member declared an actual conflict of interest pursuant to ORS 244.120 because the agenda item concerned City Council stipends and they receive compensation as members of the City Council.

During Council discussion, Council members commented on the history of the stipends and the circumstances under which they were discontinued. Councilor Steinhebel expressed appreciation for the historical information provided in the staff report and noted that the stipends had been discontinued at the same time department heads agreed to forgo a cost-of-living adjustment. She stated that she continued to believe it was appropriate not to receive a stipend, while acknowledging that she was likely in the minority on the issue.

Finance Director Brandon Neish provided additional information regarding the budgeted amounts for stipends and related payroll expenses. He explained that the Fiscal Year 2026-27

budget includes funding for Council stipends, associated payroll taxes, and required PERS contributions. Mr. Neish also clarified that the funding is budgeted within the City's Internal Service Fund and is supported by various City funding sources.

Mr. Whitlatch further clarified that stipends had historically been paid monthly but would now be issued through the City's biweekly payroll process if reinstated.

Motion made moved to reinstate City Council stipends at the previously established amounts, effective immediately. by Councilor - Ward 2 McClain, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman

Voting Nay: Council President - Ward 3 Steinhebel

9. Department Reports:

The City Manager provided an update on upcoming agenda items and projects. The August Council agenda will include a brief Strategic Plan update to provide Council with a status report on current priorities and progress. Council will also receive the League of Oregon Cities' legislative priorities and will be asked to provide feedback through an electronic ballot. The information collected will be compiled in September to identify the City's top five legislative priorities.

The City Manager also reported that the City will soon be submitting its Clean Water State Revolving Fund loan application for the wastewater treatment plant project. He stated that he did not anticipate any issues with the application process but would continue to keep Council updated as the process moves forward.

ITEMS FROM COUNCIL

Councilor Workman announced that he would not seek re-election to the Ward 2 Council position and instead intends to file as a candidate for Mayor.

Council Workman inquired about a community complaint regarding a scooter located in Columbus Christopher Park. Chief Stevenson reported receiving a single complaint, staff investigated and addressed the matter with the individuals involved. No further concerns had been reported.

PUBLIC/PRESS COMMENTS

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

None

NEXT SCHEDULED COUNCIL MEETING(S): August 12, 2026

ADJOURNMENT

The meeting adjourned at 6:42 PM.