



AGENDA

CANBY CITY COUNCIL REGULAR MEETING

September 5, 2012

7:30 PM

Council Chambers

155 NW 2nd Avenue

Mayor Randy Carson

Council President Walt Daniels

Councilor Richard Ares

Councilor Tim Dale

Councilor Traci Hensley

Councilor Brian Hodson

Councilor Greg Parker

CITY COUNCIL REGULAR MEETING

1. **CALL TO ORDER - 6:30 PM – City Hall Conference Room – The Council will immediately go into Executive Session with the Regular Session following at 7:30 PM in the Council Chambers.**
2. **EXECUTIVE SESSION:** ORS 192.660(2)(h) Pending Litigation
3. **OPENING CEREMONIES -7:30 PM - Council Chambers**
 - A. Pledge of Allegiance and Moment of Silence
 - B. POW/MIA Recognition Day Proclamation Pg. 1
 - C. Canby Public Library's 75th Birthday Celebration Day Proclamation Pg. 2
4. **COMMUNICATIONS**
5. **CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

(This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Each citizen will be given 3 minutes to give testimony. Citizens are first required to fill out a testimony/comment card prior to speaking and hand it to the City Recorder. These forms are available by the sign-in podium. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.)
6. **MAYOR'S BUSINESS**
7. **COUNCILOR COMMENTS & LIAISON REPORTS**
8. **CONSENT AGENDA**

(This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.)

 - A. Approval of Minutes of the August 15, 2012 City Council Regular Meeting
 - B. Off-Premises Sales Liquor License Application for Ebners Custom Meats Pg. 3
9. **RESOLUTIONS & ORDINANCES**

10. NEW BUSINESS

11. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

12. CITIZEN INPUT

13. ACTION REVIEW

14. EXECUTIVE SESSION: ORS 192.660(2)(h) Pending Litigation

15. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Kim Scheafer, MMC, City Recorder at 503.266.4021 ext. 233. A copy of this Agenda can be found on the City's web page at www.ci.canby.or.us. City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5. For a schedule of the playback times, please call 503.263.6287.



Office of the Mayor

Proclamation

POW/MIA RECOGNITION DAY

WHEREAS, The United States of America has participated in many wars, calling upon its sons and daughters to fight for their country; and

WHEREAS, American men and women have been held captive by hostile powers during their military service; and

WHEREAS, Many American prisoners of war were subjected to harsh and inhumane treatment by their captors which often resulted in death; and

WHEREAS, Americans are still listed as missing and unaccounted for, and the families and friends of these missing Americans, as well as their fellow veterans, still endure uncertainty concerning their fate; and

WHEREAS, The sacrifices of Americans still missing are deserving of national recognition and support for continuing priority efforts to determine their fate; and

WHEREAS, the City of Canby is proud to join with other cities in the State of Oregon and nation in honoring those still missing.

NOW, THEREFORE, I, Randy Carson, Mayor of the City of Canby, hereby proclaim September 21, 2012 as:

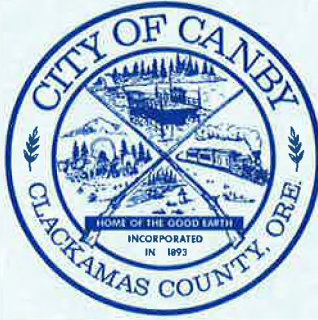
POW/MIA Recognition Day in Canby

and encourage all citizens to join in this observance.

Given unto my hand this 5th day of September, 2012.



Randy Carson
Mayor



Office of the Mayor

Proclamation

Canby Public Library's 75th Birthday Celebration Day

WHEREAS, the origins of our library reach back to 1937, when three members of the Canby Women's Civic Club went door to door gathering donations and books to start a community library; and

WHEREAS, thanks to their diligent efforts, the Canby Public Library was established in Canby's newly built City Hall on September 16, 1937; and

WHEREAS, since 1937 the library has improved the quality of life in Canby by being a vital center of learning, communication, culture and enjoyment; and

WHEREAS, libraries create better citizens by enabling individuals to make informed decisions about their self-governance by promoting unrestricted access to information and by serving as community centers for lifelong learning; and

WHEREAS, for 75 years, Canby has been well-served by its public library, which continues to make Canby a great place to live and work; and

WHEREAS, the Canby Public Library will commemorate its 75th birthday on Saturday, September 15th, 2012 with a daylong celebration including music, exhibits, family programs and other events.

NOW THEREFORE, I, Randy Carson, by virtue of the authority vested in me as Mayor of the City of Canby, do hereby proclaim September 15, 2012 as:

Canby Public Library's 75th Birthday Celebration Day

and encourage all residents to take advantage of the many resources the library offers, and to take part in the many activities being held to commemorate the Canby Public Library's 75th birthday.

Given unto my hand this 5th day of September 2012 in the City of Canby, Oregon.



Randy Carson
Mayor

Memo

To: Mayor Randy Carson & Members of City Council
From: Bret J. Smith, Chief of Police 
Date: August 15, 2012
Re: Liquor License Application for Off Premises Sales @ Ebner Custom Meats

I have reviewed the attached OLCC liquor license application for Off Premises Sales for the business Ebner Custom Meats, located at 272 N Grant Street, Canby, Oregon.

On April 6, 2011, I spoke with Michael Ebner, who owns 75% of the business and I was told he will be working closely with OLCC as it relates to the necessary training for his employees on pertinent laws involving alcohol sales and related violations and crimes related to employee's failure to comply with the law. Additionally, on October 18, 2011, I spoke with James Page, who owns 25% of the business and I was told he will also be working closely with OLCC as it relates to the necessary training for his employees. Mr. Ebner and Mr. Page said it is their intention to serve beer and wine with custom meat products from their market on-site. On October 18, 2011, I recommended the Canby City Council approve the request as it was written on the application.

The business, Ebner Custom Meats, has been compliant with OLCC and no issues of concern have been reported.

I recommend the Canby City Council approve the request as it is written in the application and received by the City of Canby on August 10, 2012.

CC: Kim Scheafer, General Administration



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

8/10/12
\$75.00
✓

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales (\$402.60/yr)
☐ Commercial Establishment
☐ Caterer
☐ Passenger Carrier
☐ Other Public Location
☐ Private Club
☐ Limited On-Premises Sales (\$202.60/yr)
☒ Off-Premises Sales (\$100/yr)
☐ with Fuel Pumps
☐ Brewery Public House (\$252.60)
☐ Winery (\$250/yr)
☐ Other:

ACTIONS

- ☐ Change Ownership
☐ New Outlet
☐ Greater Privilege
☒ Additional Privilege
Other

90-DAY AUTHORITY

☐ Check here if you are applying for a change of ownership at a business that has a current liquor license, or if you are applying for an Off-Premises Sales license and are requesting a 90-Day Temporary Authority

APPLYING AS:

- ☐ Limited Partnership
☐ Corporation
☒ Limited Liability Company
☐ Individuals

CITY AND COUNTY USE ONLY

Date application received: 8.10.12

The City Council or County Commission:

City of Canby
(name of city or county)

recommends that this license be:

- ☐ Granted ☐ Denied

By:

(signature)

(date)

Name: Randy Carson

Title: Mayor

OLCC USE ONLY

Application Rec'd by: [initials]

Date: 7-23-12

90-day authority: ☐ Yes ☐ No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① ~~EBNERS CUSTOM MEATS~~ / EBNER PROPERTIES LLC

② _____ ④ _____

2. Trade Name (dba): EBNERS CUSTOM MEATS

3. Business Location: 272 NORTH GRANT STREET CANBY OR 97013
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: 272 NORTH GRANT STREET CANBY OR 97013
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 503-266-5678
(phone) (fax)

6. Is the business at this location currently licensed by OLCC? ☒ Yes ☐ No

7. If yes to whom: EBNERS CUSTOM MEATS Type of License: LIMITED ON PREMISE SALES

8. Former Business Name: Ebner Custom Meats

9. Will you have a manager? ☒ Yes ☐ No Name: MICHAEL EBNER
(manager must fill out an Individual History form)

10. What is the local governing body where your business is located? CLACKAMAS COUNTY
(name of city or county)

11. Contact person for this application: AMY EBNER
(name)

(address)

(fax number)

(phone number(s))

(e-mail address)

ebnerscustommeats@gmail.com

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① Amy Ebner Date 5/18/2012

② [Signature] Date 5/18/2012

RECEIVED

JUL 20 2012

REGULATORY FIELD SERVICES
Oregon Liquor Control Commission

Management Team Meeting Minutes

August 20, 2012

2:00 p.m.

City Hall Conference Room

In attendance: Greg Ellis, Sue Engels, Amanda Zeiber, Bryan Brown, Darvin Tramel, Julie Wehling, Eric Laitinen, Joseph Lindsay, Penny Hummel, Kim Scheafer, and Renate Mengelberg.

Darvin Tramel

- Out of office Thursday and Friday
- Meeting with engineers to discuss master plan
- Working on hazardous waste reporting and the Stormwater Master Plan

Eric Laitinen

- Annual closure of pool will be September 2 – 9
- Fall schedule starts September 10

Renate Mengelberg

- Spoke about upcoming façade improvement projects
- Handed out information regarding the Shop Canby Program

Sue Engels

- Auditors will be here the first week in September
- Suzan will be out of the office until August 29

Amanda Zeiber

- Phase 1 of new phone system is done. Library and Transit are next.
- Gave an update on recent recruitments

Julie Wehling

- Extended hours during Fair did not increase ridership
- Transit Advisory Committee Meeting went well last week

Kim Scheafer

- Reviewed Agenda for September 5 CC Meeting
- Will be doing initial interviews at the end of this week for the Court Coordinator position. Hope to bring back candidates for additional interviews next week.
- Out of office next week

Penny Hummel

- Working on designing a new library website

Joseph Lindsay

- Spoke about recent ADA concerns

Bryan Brown

- Joint CC and PC Work Session has been scheduled for September 10 at 6 PM regarding the final draft of the 99E Corridor and Gateway Design Plan

Minutes taken by Kim Scheafer

CITY COUNCIL / URA MEETING FOLLOW-UP ITEMS				
ORIG. CC / URA MTG. DATE	ITEM	STATUS	ASSIGNED TO	FOR CC OR URA MTG. OF
10/12/2011 URA	Entrance Sign Power - ODOT	Contact appropriate person at ODOT	Dan	TBD
10/12/2011 URA	Other use or market for solar panels	Researching	Dan	TBD
OTHER STAFF ITEMS				
DATE	ITEM	STATUS	ASSIGNED TO	TARGET DATE
	Selling Property Partitioned Next to Maple Street Park (former location of Marshall House)	Waiting for better econmic times to sell property		On-Going