

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
June 16, 2010**

**Presiding:** Mayor Melody Thompson.

**Council Present:** Richard Ares, John Henri, Walt Daniels, Robert Bitter and Brian Hodson. Councilor Jason Padden was absent.

**Staff Present:** Greg Ellis, City Administrator; John Kelley, City Attorney; Sue Engels, Finance & Court Services Director; Amanda Klock, Human Resources Director; Bret Smith, Chief of Police; Nathan Wallbaum, Police Officer; Rod Grafe, Municipal Court Judge; Darvin Tramel, Interim Public Works Director; and Kim Scheafer, City Recorder.

**Others Present:** Bob Cornelius, Scott Taylor, Rush & Tish Wallbaum, Joslin Wallbaum, Dwayne Stoner, Bob & Shiela Tice, and Randy Carson.

**CALL TO ORDER:** Mayor Thompson called the Regular Meeting to order at 7:35 p.m. in the Council Chambers followed by the opening ceremonies.

Swearing in of New Police Officer – Rod Grafe, Municipal Court Judge, swore in Nathan Wallbaum as a Canby Police Officer.

Presentation to Scott Taylor – Mayor Thompson presented Scott Taylor with a letter and plaque as gratitude for the time he served on the Canby Utility Board.

Canby Livability Day Proclamation – Mayor Thompson presented Bob Tice with a proclamation proclaiming June 27, 2010 as Canby Livability Day.

Canby Fire District #62 “Fill-the-Boot” Day Proclamation – Mayor Thompson presented Dwayne Stoner with a proclamation proclaiming July 31, 2010 as Canby Fire District #62 “Fill-the-Boot” Day.

Pickle Award Presentation – Greg Ellis, City Administrator, presented Amanda Klock, Human Resources Director, with a Pickle Award for outstanding customer service.

**COMMUNICATIONS:** None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR’S BUSINESS:** Mayor Thompson said information had been distributed regarding the last C-4 meeting where the committee discussed urban services and received a legislative update.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Ares said the Parks & Recreation Advisory Board discussed prioritizing improvements in the Northwoods Park development. The improvements would be done in phases. The first phase of the Art Park would begin soon. He would be attending CAPRD meetings in the future as a liaison. The Council would discuss changes to the Interagency Agreement with the Canby Adult Center in Executive Session.

Councilor Daniels said CAT received two new buses. The Historical Society would have a breakfast fundraiser on July 4 at Knight Elementary School.

Councilor Bitter gave the highlights of the Canby Utility Board discussion of their budget at their last meeting.

**CONSENT AGENDA: \*\*Councilor Daniels moved to approve the minutes of the May 19, 2010 City Council Regular Meeting and minutes from the June 2, 2010 City Council Regular Meeting. Motion was seconded by Councilor Henri and passed 5-0.**

**PUBLIC HEARINGS:** State Revenue Sharing Funds – Sue Engels, Finance & Court Services Director, said to qualify for State revenue sharing the City had to verify that they provided certain public services.

Mayor Thompson opened the public hearing at 8:10 p.m.

Public Comments: None

Mayor Thompson closed the public hearing at 8:10 p.m.

Resolution 1063 – **\*\*Councilor Ares moved to adopt Resolution 1063, A RESOLUTION VERIFYING THAT THE CITY OF CANBY HAS MET THE REQUIREMENTS TO RECEIVE REVENUES FROM CIGARETTE, GAS AND LIQUOR TAXES. Motion was seconded by Councilor Hodson and passed 5-0.**

2010-2011 Fiscal Year Budget – Ms. Engels said there were changes to the budget that was approved by the Budget Committee on May 12. Some of those changes included increased franchise fee revenue from Canby Disposal, increasing reserve transfer from technology services reserve to the Building Department, and elimination of the Building Department cash carryover. Expenditures included a shop roof, increase in salary for Court Services Officer position, increase in OS II salary for the Building Department, contribution to the Parrott Creek Program, and changes in funds due to moving personnel around.

Mayor Thompson opened the public hearing at 8:32 p.m.

Public Comments: None

Mayor Thompson closed the public hearing at 8:32 p.m.

Resolution 1064 – **\*\*Councilor Bitter moved to adopt Resolution 1064, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND CATEGORIZATION FOR THE 2010-2011 FISCAL YEAR as amended. Motion was seconded by Councilor Henri and passed 5-0.**

#### **RESOLUTIONS & ORDINANCES:**

Resolution 1065 – Ms. Engels said a rate study was done that projected rate increases throughout this year. Money was in the budget to conduct another rate study that would apply to years beyond.

Councilor Hodson asked about reducing rates for senior citizens.

Councilor Ares thought it should be explored in the rate study.

**\*\*Councilor Ares moved to adopt Resolution 1065, A RESOLUTION PRESCRIBING MONTHLY RATES TO BE CHARGED FOR SANITARY AND STORM SEWER SERVICE. Motion was seconded by Councilor Daniels and passed 5-0.**

Resolution 1066 – Ms. Klock said the City was required to do a resolution each year. Elected officials were considered volunteers and were now contained in the resolution.

**\*\*Councilor Daniels moved to adopt Resolution 1066, A RESOLUTION EXTENDING THE CITY OF CANBY'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF CANBY AND REPEALING RESOLUTION 880. Motion was seconded by Councilor Bitter and passed 5-0.**

Resolution 1067 – Bret Smith, Chief of Police, said this would provide a service for the community in a secure location. Nothing would be kept on file with the Police Department.

**\*\*Councilor Henri moved to adopt Resolution 1067, A RESOLUTION CREATING A FEE TO BE CHARGED FOR FINGERPRINTING SERVICES. Motion was seconded by Councilor Daniels and passed 5-0.**

Resolution 1068 – **\*\*Councilor Daniels moved to adopt Resolution 1068, A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FROM AN EXISTING CATEGORY TO ANOTHER EXISTING CATEGORY WITHIN THE GENERAL FUND. Motion was seconded by Councilor Hodson and passed 5-0.**

Ordinance 1328 – **\*\*Councilor Henri moved to adopt Ordinance 1328, AN ORDINANCE GRANTING AN EXCLUSIVE FRANCHISE TO CANBY DISPOSAL COMPANY TO PROVIDE SOLID WASTE, RECYCLABLE MATERIALS AND YARD DEBRIS COLLECTION SERVICE WITHIN THE CITY OF CANBY; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Ares and passed 5-0 by roll call vote.**

Ordinance 1329 – **\*\*Councilor Hodson moved adopt Ordinance 1329, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE SECTION 16.06.030 REGARDING APPOINTMENT OF PLANNING COMMISSION MEMBERS. Motion was seconded by Councilor Henri and passed 5-0 by roll call vote.**

Ordinance 1330 – **\*\*Councilor Bitter moved approve Ordinance 1330, AN ORDINANCE RENAMING A SEGMENT OF N.E. 11<sup>TH</sup> AVENUE LOCATED EAST OF N. PINE STREET TO N.E. 11<sup>TH</sup> PLACE; AND DECLARING AN EMERGENCY to come up for second reading on July 7, 2010. Motion was seconded by Councilor Daniels and passed 5-0 on first reading.**

Ordinance 1331 – **\*\*Councilor Daniels moved approve Ordinance 1331, AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE FOR FISCAL YEAR 2010-2011 to come up for second reading on July 7, 2010. Motion was seconded by Councilor Bitter and passed 5-0 on first reading.**

Ordinance 1332 – Darwin Tramel, Interim Public Works Director, said a press release would go out that showed the schedule of streets to be paved. He and Mr. Ellis would be the decision makers for change orders. The Pavement Condition Index would be reviewed every few years to keep up with the streets.

**\*\*Councilor Ares moved to approve Ordinance 1332, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH ROY L. HOUCK CONSTRUCTION CO. IN THE AMOUNT OF \$658,397.25, FOR CONSTRUCTION OF THE 2010 STREET SURFACE TREATMENT PROGRAM; AND DECLARING AN EMERGENCY to come up for second reading on July 7, 2010. Motion was seconded by Councilor Henri and passed 5-0 on first reading.**

**NEW BUSINESS:** None.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Ellis said the Council had been invited to attend the Mexican Festival Rodeo on Sunday.

**CITIZEN INPUT:** Randy Carson thanked staff, the City Budget Committee, and City Council for their work on the budget. On behalf of the Historical Society, he wanted to thank Walt Daniels for volunteering for the third grade field trips.

Councilor Ares said the Council had received a commendation letter for Officer Swanberg and Detective Scharmota for exemplary detective work in cracking a crime ring stealing pet products.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Resolution 1063.
3. Adopted Resolution 1064.
4. Adopted Resolution 1065.
5. Adopted Resolution 1066.
6. Adopted Resolution 1067.
7. Adopted Resolution 1068.
8. Adopted Ordinance 1328.
9. Adopted Ordinance 1329.
10. Approved Ordinance 1330 to come up for second reading on July 7, 2010.
11. Approved Ordinance 1331 to come up for second reading on July 7, 2010.
12. Approved Ordinance 1332 to come up for second reading on July 7, 2010.

Mayor Thompson recessed the meeting at 9:08 p.m.

Mayor Thompson reconvened the meeting at 9:11 p.m.

**\*\*Councilor Daniels moved to go into Executive Session pursuant to ORS 192.660(2)(f) Exempt Public Records and ORS 192.660(2)(h) Pending Litigation. Motion was seconded by Councilor Hodson and passed 5-0.**

Mayor Thompson read the Executive Session format and recessed the Regular Meeting at 9:12 p.m.

Mayor Thompson adjourned the Regular Meeting at 10:14 p.m.

Handwritten signature of Kimberly Scheafer in black ink.

Kimberly Scheafer, CMC  
City Recorder

Handwritten signature of Walt Daniels in black ink.

Walt Daniels  
Council President

Assisted with Preparation of Minutes - Susan Wood