

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
January 3, 2007**

**Presiding:** Mayor Melody Thompson

**Council Present:** Roger Harris, Walt Daniels, Wayne Oliver, Teresa Blackwell, Randy Carson and Tony Helbling.

**Staff Present:** Mark Adcock, City Administrator; John Kelley, City Attorney; John Williams, Community Development & Planning Director; Beth Saul, General Services Director; Chaunce Seifried, Finance & Court Services Director; Darvin Tramel, WWTP Supervisor; Melissa York, Office Specialist; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** Jon Henricksen, Pam Helbling, Jeff Helbling, Catherine Comer, Ernie Laitinen, Jason Padden, and Steve St. Amand.

**CALL TO ORDER:** Mayor Thompson called the Regular Meeting to order at 7:31 p.m., followed by the opening ceremonies.

**COMMUNICATIONS:** None.

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

**MAYOR'S BUSINESS:** None.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Daniels said he had represented the Mayor at Shimadzu last Friday for their tenth anniversary.

Councilor Carson stated that he and four other councilors attended the Chamber of Commerce's State of the City Address by Mayor Thompson.

**CONSENT AGENDA:** **\*\*Councilor Blackwell moved to approve the Accounts Payable of \$164,395.60; minutes of the December 6, 2006 City Council Work Session and Regular Meeting; affirm the Mayor's approval to pay accounts payable on December 15, 2006; an agreement with the Canby Swim Club Exhibit "A" for fiscal year 2006-2007; and reappointment of Dan Ewert to the Planning Commission for a term to expire on December 31, 2009. Motion was seconded by Councilor Carson and passed 6-0.**

Councilor Harris said he had not planned to serve another term on the Council. When no one showed interest in running and the deadline was approaching he felt guilty leaving it vacant. He completed his term and would not be sworn in for another four year term. He thanked the citizens for allowing him to serve and left the meeting.

**PUBLIC HEARING:** Amending the Methodologies for a Sanitary Sewer System Development Charge - John Williams, Community Development & Planning Director, said this matter had been before them in September, but the notice had not been done correctly. The proposal was

the same. The City made an effort to be on top of the System Development Charges to make sure projects and costs were up-to-date. The costs were updated annually to account for inflation. The projects needed to be updated every few years. The increase was for 1½ %. They were preparing adequately for projects in the future.

Mayor Thompson opened the Public Hearing at 8:42 p.m.

PUBLIC TESTIMONY – None.

Mayor Thompson closed the Public Hearing at 8:42 p.m.

Resolution 942 - **\*\*Councilor Carson moved to approve Resolution 942, A RESOLUTION AMENDING THE METHODOLOGIES FOR A SANITARY SEWER SYSTEM DEVELOPMENT CHARGE. Motion was seconded by Councilor Daniels and passed 5-0.**

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

Ordinance 1227 - **\*\*Councilor Daniels moved to approve Ordinance 1227, AN ORDINANCE AUTHORIZING PURCHASE OF ROAD RIGHT-OF-WAY FOR THE EXTENSION OF SW BERG PARKWAY AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Blackwell and passed 5-0 by roll call vote.**

Ordinance 1228 - **\*\*Councilor Helbling moved to approve Ordinance 1228, AN ORDINANCE AUTHORIZING RATIFYING A CONTRACT WITH KINTECHNOLOGY, INC OF CANBY, OREGON FOR THE PROVISION OF EMERGENCY SUPPORT TO THE CITY FOR ITS COMPUTER TECHNICAL SERVICES; AND DECLARING AN EMERGENCY to come up for second reading on January 17, 2007. Motion was seconded by Councilor Carson and passed 5-0.**

**NEW BUSINESS:** Discussion Regarding City Shops Covered Area Complex – Beth Saul, General Services Director, wanted the Council to be aware of the repairs that needed to be done and that they would be partnering with Canby Utility for the cost. They had not budgeted for this and she was requesting that the Council authorize money from the capital reserve to make the repairs. It had been 20 years since any repairs had been done. She would be returning with the actual expenditures.

**\*\*Councilor Blackwell moved to authorize the expenditure of up to \$150,000 from the Capital Reserve toward the repair of beams for the covered equipment structure at the City Shops as well as toward other needed maintenance, including new tile in the staff areas and locker rooms, interior paint, and the relocation of the washer/dryer area. Motion was seconded by Councilor Carson and passed 5-0.**

Library Board Recommendation Regarding Vesta Mark Funds – Ms. Saul said that \$28,000 had been allocated to the Library and the Library Board had made recommendations for the funds. An immediate need was new carpet and more children's book shelving, which would cost around \$8,000. They were still in debate over the \$20,000 as to whether it should go into the library endowment fund or to some other need.

**\*\*Councilor Blackwell moved to authorize the use of \$8,000.00 of the Vesta Mark bequest for carpet replacement in the lobby and check out areas and more children's book shelving. Motion was seconded by Councilor Daniels and passed 5-0.**

Special Permit Application 06-03 Kovalski – The applicant was requesting permission for her parent's recreational vehicle to reside on site at 583 N Ivy until January 15, 2007.

Councilor Carson asked about the time frame of the permit request. Mr. Williams said they were hoping to be out by the 15<sup>th</sup> of January, but were hoping to be able to stay until the end of the month. They could come back next fall and ask for another permit. Mr. Williams said they were proposing in the next code update to make these kinds of permits staff decisions rather than Council's.

**\*\*Councilor Carson moved to approve SP 06-03 subject to the conditions staff set out through January 31, 2007. Motion was seconded by Councilor Blackwell and passed 5-0.**

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** None.

**CITIZEN INPUT:** None.

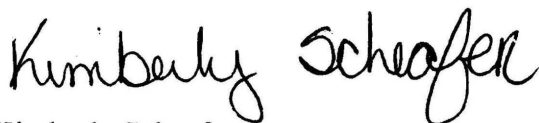
**ACTION REVIEW:**

1. Approved the consent agenda.
2. Adopted Resolution 942.
3. Approved Ordinance 1227.
4. Approved Ordinance 1228 to come up for second reading on January 17, 2007.
5. Approval of up to \$150,000 in improvements and repairs at the City Shops.
6. Authorized the use of \$8,000 from the Vesta Marks Trust for the Library.
7. Approved SP 06-03.

**SWEARING IN CEREMONY:** Jon Henrickson, Municipal Court Judge, swore in Tony Helbling and Wayne Oliver as City Councilors and Melody Thompson as Mayor.

There was no Executive Session.

Mayor Thompson adjourned the Regular Meeting at 8:03 p.m.



Kimberly Scheafer  
City Recorder Pro Tem



Melody Thompson  
Mayor

Assisted with Preparation of Minutes – Susan Wood

**CANBY CITY COUNCIL  
SPECIAL MEETING MINUTES  
January 3, 2007**

**Presiding:** Mayor Melody Thompson

**Council Present:** Walt Daniels, Wayne Oliver, Teresa Blackwell, Randy Carson and Tony Helbling.

**Staff Present:** Mark Adcock, City Administrator; John Kelley, City Attorney; John Williams, Community Development & Planning Director; Beth Saul, General Services Director; Chaunee Seifried, Finance & Court Services Director; Melissa York, Office Specialist; and Kim Scheafer, City Recorder Pro-Tem.

**Others Present:** Catherine Comer, Ernie Laitinen, Jason Padden, and Steve St. Amand.

**CALL TO ORDER:** Mayor Thompson called the Special Meeting to order at 8:04 p.m.

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

**MAYOR'S BUSINESS:** None.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Discussion and Selection of Council President and Committee Liaison Assignments –

**\*\*Councilor Oliver moved to appoint Walt Daniels as Council President. Motion was seconded by Councilor Blackwell and passed 4-0 with Councilor Daniels abstaining.**

Councilor Carson said that Councilor Blackwell would take over as liaison for the Canby Adult Center.

The rest of the liaison assignments would remain as they were until a new Councilor was appointed.

**NEW BUSINESS:** Goal Setting Session – Mayor Thompson thought this was a valuable thing to do.

Councilor Carson thought a Saturday worked better. Councilor Helbling was not available in March. The consensus of the Council was to meet in February.

Councilor Blackwell wanted an update on the goals but did not feel that staff needed to attend.

Councilor Helbling wanted to see staff's recommendations as well. The consensus was to meet on Saturday, February 24, for a breakfast meeting at Tres Cafe.

Council Vacancy – Councilor Helbling said he would invite applicants and that the Council not be in a hurry to do this.

The consensus was to leave the position open and have the whole Council interview candidates.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** None.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Selection of Councilor Daniels as Council President.
2. Change of Councilor Carson to Councilor Blackwell for the Adult Center liaison.
3. Goal Setting session scheduled for February 24, 2007.
4. Advertise for Council vacancy.

Mayor Thompson adjourned the Special Meeting at 8:15 p.m.



Kimberly Scheafer  
City Recorder Pro Tem



Melody Thompson  
Mayor

Assisted with Preparation of Minutes – Susan Wood