

CANBY CITY COUNCIL
REGULAR MEETING
NOVEMBER 20, 1991

Mayor Shawn P. Carroll presiding. Council members present: Terry Prince, Walt Daniels, Robert Smith and Maureen Miltenberger. Absent: Scott Taylor and Keith Stiglbauer.

Also present: Administrator Michael Jordan, City Attorney John Kelley, Public Works Director Rusty Klem, City Planner Robert Hoffman, Police Chief Jerry Giger, Aquatics Director Scott Nelson, City Recorder Marilyn Perkett, Diana Precht and Chris Curran.

Mayor Carroll called the regular session to order at 7:30 p.m., followed by the flag salute and meditation.

Roll call of the Council showed a quorum of four members present.

MINUTES OF PREVIOUS SESSION: **Councilman Prince moved to approve as distributed the minutes of regular session, November 6, 1991. Motion seconded by Councilman Smith and approved 4-0.

CITIZEN INPUT ON NON-AGENDA ITEMS: Diana Precht, Chamber Manager, addressed the Council asking for City support in kicking off the holiday season by attending the Canby Area Merchants Open House on Sunday, November 24th, with a theme of "Let's Do It In Canby". Also, Ms. Precht informed the Council of a fund raising project, selling limited edition Christmas ornaments. She said the revenues from this project are to be used to purchase Christmas decorations and lighting for the City.

Mayor Carroll urged citizens attendance at the event on Sunday.

COMMUNICATIONS: Administrator Jordan read a letter from Robert & Sharon Thompson, 1385 N. Oak, commending and praising Officer Ed Steele, regarding a recent incident at their home.

Mr. Jordan reviewed a letter received today from the Oregon Liquor Control Commission. The letter was regarding a consideration by the Governor's Task Force to allow liquor to be marketed the same as wine and beer. The City was urged to let their views on the subject be known to the task force committee members. Administrator Jordan asked the Council to let him know if a letter should be sent on behalf of the City.

Administrator Jordan read a letter from Jim Rourk, urging everyone to attend the Miss Clackamas County Scholarship Pageant on Saturday, November 23, at Canby High School.

Mr. Jordan reviewed correspondence from Renate Mengleberg, Clackamas County, regarding a proposed tourism project that implements signs throughout Clackamas County pointing out areas of interest. One of the loops is designated to come through Canby from the Ferry and they are requesting our support of this project.

**Councilman Daniels moved to approve the proposed tour route through Canby and authorized the City Administrator to sign a letter supporting the project. Motion seconded by Councilman Prince and approved 4-0.

NEW BUSINESS: Accounts Payable - **Councilman Prince moved to pay accounts payable in the amount of \$138,503.53. Motion seconded by Councilwoman Miltenberger and approved by roll call vote, 4-0.

Consulting Agreement with Ms. Schrader - Administrator Jordan explained that we had been considering contracting with Martha Schrader for consulting services for acquisitions of grant money for various City departments.

Councilman Daniels asked Ms. Schrader what her qualifications were for this projects. Mrs. Schrader said she has wrote one thesis for a Masters Degree and is currently working on anther thesis for another Masters Degree. Also, she has pursued and achieved some personal grants for their historical farm. Ms. Schrader said she will meet with various City Department heads to assess what needs may comply with available grants; she will research for grants based on needs; and she has a good working relationship with necessary agencies for this type of work.

Councilwoman Miltenberger suggested some word changes in the agreement, Exhibit "A" regarding "meeting the financial needs of all City departments". Also, she inquired where some of the funding would come from for payment of Ms. Schrader's fees. Administrator Jordan said it would be the General Fund. Mr. Jordan suggested adding the following wording to Exhibit "A", first paragraph, ".....meet the identified needs of City Departments."

Ms. Schrader informed the Council that she currently has a grant application that is due on January 1, 1992, regarding funding for Hispanic materials for the library.

****Councilman Daniels moved to authorize the City Administrator to enter into an agreement between the City of Canby and Martha Schrader for consulting services regarding acquisition of grant moneys. Motion seconded by Councilman Prince and approved 4-0.**

ORDINANCES & RESOLUTIONS: Ordinance No. 871 - Administrator Jordan reminded the Council of an incident earlier this year regarding special animal permits, specifically a pot bellied pig. At that time, the Council suggested the current ordinance be changed to make this an administrative function.

****Councilman Prince moved that Ordinance No. 871, AN ORDINANCE AMENDING CHAPTER 6.04, TITLED ANIMALS GENERALLY; AND DECLARING AN EMERGENCY be posted and come up for second reading on December 4, 1991. Motion seconded by Councilman Daniels and approved 4-0.**

Resolution No. 495 - Mr. Jordan explained that this resolution was drafted after a recent workshop on budget and financing. The Council felt it was better to wait till after the pending election in March, regarding issuance of sewer bonds, before implementing sewer rate increase.

****Councilman Smith moved to adopt Resolution No. 495, A RESOLUTION SUSPENDING IMPLEMENTATION OF RESOLUTION NO. 489 PRESCRIBING MONTHLY SEWER RATES TO BE CHARGED FOR SANITARY SEWER SERVICE. Motion seconded by Councilman Prince and approved unanimously, 4-0.**

UNFINISHED BUSINESS: None presented.

OTHER REPORTS OR ANNOUNCEMENTS: Administrator Jordan reminded the Council that they needed to set a workshop.

Planning Department Update - City Planner, Robert Hoffman, informed the Council he had recently attended the League of Oregon Cities Conference and another Planning Conference which were very beneficial regarding land use issues. Mr. Hoffman reported the following for his department:

- new Canby census count is 9,400 which is about 4% growth per year with a projection of 15,000 in ten years; 15% are 65 or older and 8% are Hispanic.

- in the past 12 months, about 80 new construction permits have been issued.
- Hot Off the Press is building a new warehouse and office off of N.W. Third.
- building permits are now being issued for Willow Creek, Cedar Ridge and Township Village III, there are a total of 161 lots in these three developments. The additional Willow Creek phase will bring the total of new lots to 200. Mr. Hoffman said he expects to see a continued increase in building activity.
- the new zoning map has been updated and is complete.
- minor land partitions are continuing to be submitted for in-fill in the City.,
- most building permits in the last year have been for new roofs, alterations, remodels, garages, and school additions.
- four annexations are presently underway, 85 acres off S. Pine which is primarily zoned for industry; a David Anderson applications on N. Pine with 17 single family lots; logging road annexation; and the small Bergen annexation on N. Pine.
- other activity includes a subdivision on N. Pine; a CUP for the Alliance Church for a fellowship hall on Juniper and N.E.9th; High School expansion; Stuart reapplied on N. Holly for one additional lot partition; landscaping and engineering for Village of the Lochs off S. Elm which is a 130 lot mobile home court; design and review for the proposed care center on Redwood and Territorial; and Knight School minor expansion.

Mr. Hoffman informed the Council that the new Assistant Planner will begin on December 2 and he outlined some of the proposed work projects:

- to best maintain positive aspects in the face of rapid growth, they will define a process to accomplish this.
- participate in the Chamber's Community Vision's Project.
- begin to research and development a proposal to acquire a GIS.
- develop a work plan to update Comprehensive Plan and Development Ordinance.
- train staff to implement the proposed Solar Ordinance.
- new staff will do a great deal of the current planning projects so Mr. Hoffman can start working on the Comp Plan Update.
- survey current City resources.
- finish periodic review.
- carry out new Block Grant Project, Social Economic Improvement Plan.
- evaluate methods to ascertain more land for apartment structures.
- investigate improvements for current PUD ordinance.

Councilman Prince thanked Mr. Hoffman and said he appreciated all the work from the Planning Department and Commission.

Jerry Giger reported that the Police Department still has a roof leak.

Rusty Klem had no reports for his department.

Scott Nelson noted that the Swim Center would be open the day after Thanksgiving which is normally a holiday for City staff.

ACTION REVIEW:

1. Send a letter to Ms. Mingleberg approving tour signs.
2. Sign agreement for Consulting with Martha Schrader.
3. Implement resolution suspending sewer rate increases.

****Councilman Prince moved to go into Executive Session under ORS 192.660 (1)(h), regarding pending litigation and (1)(i), regarding evaluation of a City employee. Motion seconded by Councilman Smith and approved 4-0.**

Mayor Carroll recessed the regular session at 8:17 p.m. to go into Executive Session in the Police Department Conference Room. The regular session was reconvened at 9:23 p.m.

(NOTE: Councilman Taylor arrived at the beginning of the Executive Session around 8:25 p.m.)

Mayor Carroll informed the Council that a committee has been formed to support the pending ballot measure in March regarding sewer bonds. A meeting is scheduled for Tuesday, November 26th, in the library and he urged attendance.

Mayor Carroll reminded the Council that on Friday, tomorrow, County representatives will meet at City Hall with staff and Councilman Taylor to discuss the City's position on the state transportation plan.

Councilman Taylor felt that the letter we sent to Clackamas County only reflected the fact that Canby has not been given any serious consideration for any transportation (i.e, road improvement) projects in the City.

Administrator Jordan said he had talked to the aid from Representative Kopetski's office and he suggested considering other projects that are not so "grandiose", for example, traffic lights on certain intersections on 99E. It was suggested if we choose smaller projects we might get some assistance.

Mayor Carroll asked that a memo be prepared after the meeting so everyone will know what was discussed.

The Council set Wednesday, December 18th, at 6:00 p.m., as a workshop session to discuss City ethics. Mr. Jordan and Mr. Taylor will prepare an agenda for this issue and supply the Council with some materials on the matter.

Mayor Carroll adjourned the regular session at 9:35 p.m.

EXECUTIVE SESSION
NOVEMBER 20, 1991


Present: Mayor Carroll, Councilor's Taylor, Prince, Smith, Daniels and Miltenberger, Attorney Don Stark, Attorney Kelley and Administrator Jordan.

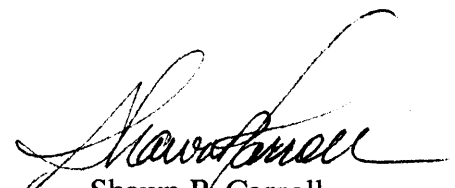
Mayor Carroll opened this session at 8:25 p.m. in the Police Department Conference Room.

ORS 192.660 (1)(h) - the Council discussed the pending Rinkes litigation case; and the Jeans Boland case.

ORS 102.660 (1)(i), the City discussed the Tim Skipper employee evaluation issues.

Mayor Carroll adjourned the session at 9:20 p.m.


Marilyn K. Perkett
City Recorder


Shawn P. Carroll
Mayor