

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 3, 2020**

Due to COVID-19 Pandemic, the Mayor and City Councilors attended the meeting virtually. The public was asked to view the meeting live on CTV Channel 5 or on YouTube. Seating was available in the Council Chambers in compliance with the Governor's Executive Order regarding social distancing measures to be taken.

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Trygve Berge, Tim Dale, Traci Hensley, Greg Parker, Sarah Spoon, and Shawn Varwig.

STAFF PRESENT: Amanda Zeiber, Interim City Administrator; Joseph Lindsay, City Attorney; and Melissa Bisset, City Recorder.

OTHERS PRESENT: None.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:02 p.m.

COMMUNICATION: Interim City Administrator Amanda Zeiber announced that starting Monday June 8th the Library Book Drop would be open again 24/7. Books and DVDs would be quarantined for a few days after return. Curbside service at the Library was going to be offered via appointment.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: It was publically noticed that Council would be attending the meeting virtually and written comments and input on agenda items were accepted until 5:00 p.m. on Wednesday, June 3. No comments were received and no one requested to speak.

MAYOR'S BUSINESS: Mayor Hodson reflected on worldwide events related to George Floyd. He did not have the answers. He was not brought up in a home where hate was taught or tolerated and he and his wife did not teach or tolerate hate in their home. He stated he was part of the solution. He felt that what happened to George Floyd was tragic and sad. He found the rioting and destruction depressing and sad. He was angered by the need to go to destruction. He understood protesting and demonstrating. He thought the challenge was to listen to what and why. He was trying to understand the human condition in certain context and situations. Mayor Hodson stated that treating people with respect and dignity started and ended with him. He stated it needed to start with each person. He thought it was a great community and there were opportunities and challenges. He hoped that citizens could see and listen to what was going on and find ways to correct what was going on. He had met with the Chief Bret Smith and discussed the tactic used to restrain Mr. Floyd. It was a lethal force tactic and was not one that

the Canby Police Chief condones the use of. He had a tremendous amount of respect for police officers and the Canby Police Department. He complemented Chief Smith for his work on improving the image and culture of the Canby Police Department. He felt it was unfortunate that four individuals tarnished the good work of so many other police departments that do not use that as a tactic. He hoped that Canby could demonstrate, hold protests and vigils in a calm fashion and work together in course corrections. He asked everyone to see what they can do to make changes.

There were over 70 candidates for the City Administrator position. The recruiting firm would be narrowing down the candidates. The process was scheduled to be completed by July 10th, 2020.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Parker asked if the City was paying the recruiter for narrowing down the search.

Mayor Hodson stated that it was part of the contract to find a City Administrator.

Councilor Parker stated that the County Fairgrounds had turned in an application to the Emergency Operations to operate as a drive-in movie facility.

Mayor Hodson asked that the City support the effort.

City Attorney Lindsay noted that the fairgrounds do not need a noise variance request.

Councilor Spoon congratulated all of the high school, sixth grade and eight grade graduates. She noted it was an unusual year. She thanked the School District for making the transitions as celebratory as possible. She really appreciated the efforts, time and energy. She thanked Chief Smith for his thoughtful responses on current events and how much thought he has put into the relationship between the community and the Police Department. She was reassured by his responses. She thought that what Chief Smith said was extraordinary and special. She felt that Chief Smith had done an outstanding job of hiring, developing and training a police force representative of the community and she knew that he cared about the quality of officers. Chief Smith wouldn't always be the Police Chief and she thought that the City could pass a resolution that prohibited the hiring of officers who have a history of use of excessive force, racial bias, or dishonesty related to prosecution or investigation of a crime or discrimination. She shared Happy Valley recently received a grant and was hoping that the City council look into something similar. The grant was for a diversity, equity and inclusion task force that would act like a City Committee. The task force could look at different things the City is doing to make sure a lens is applied for diversity, equity and inclusion and that voices that are underrepresented in government would have an avenue to have conversation about new policies, ordinances, events, and building relationships with the police department. It would be a way for the City to further community engagement and the City could be leaders and solution orientated in how communities move forward, heal and make progress.

Councilor Berge urged everyone that felt comfortable to go out and support local restaurants. He urged everyone to support local restaurants and businesses.

Councilor Varwig shared that the Library Board would be meeting for the first time since February. It would be the last meeting for Canby Public Library Board Member Roger Reif as his term was coming to an end and there was a two term limit.

Council President Dale thanked the Mayor for expressing the compassionate heart of Canby.

It was noted that the Council had received an email about a possible gathering. Mayor Hodson stated that details were still evolving.

CONSENT AGENDA: **Council President Dale moved to adopt the Minutes of the May 20, 2020 Joint Planning Commission and City Council Work Session and Regular Meeting and the Reappointments to the Bike and Pedestrian Committee – Russell Heinemann, Mindy Montecucco, and Shannon Hale, Reappointments to the Budget Committee – Jason Padden and Michelle Hensley, Reappointment to the Canby Public Library Board – Judi Jarosh, Reappointments to the Heritage and Landmark Commission – Judi Jarosh and Jennifer Giller, Reappointments to the Traffic Safety Commission – Robert Cambra and Janet Bailey. Councilor Hensley and passed 6-0.

Mayor Hodson stated there was a great need for additional people in the community to serve. A lot of ideas, input and healthy dialogue came out of the committees. Mayor Hodson thanked the members for their service.

CANCELLATION OF JULY 1, 2020 CITY COUNCIL MEETING

Councilor Spoon preferred to keep the meeting if there was business unless there would not be a quorum.

Council President Dale noted that there would likely be extra meetings due to the City Administrator recruitment. He encouraged the Council to keep their calendars open on Wednesday in late June and July as there would be extra work to do with the hiring of a new City Administrator.

Mayor Hodson would check with the City Recorder to see if there was business scheduled. Further discussion about the possible cancellation of the July 1, 2020 meeting would be on the next agenda.

ORDINANCES

Ordinance No. 1528: An Ordinance authorizing the Mayor and Interim City Administrator to execute a contract with Master Clean, Inc. for Janitorial Services for various City Facilities, not to exceed \$60,583.00; and repealing Ordinance 1509. *(First Reading)*

Interim City Administrator Zeiber stated the Ordinance was to continue janitorial services with Master Cleen. They had been providing services to the City of Canby for over 20 years. Over the last three months they had really helped out and charged very little and were doing a great job. They had not raised their prices in several years. This year they proposed a 4.5 percent increase to provide services for all city buildings.

Mayor Hodson felt they had done a great job and appreciated how they helped out during the pandemic and over the last couple of weeks as there had been a COVID-19 case in the Civic Offices.

Council President reminded citizens that the reason why the contract was coming before Council was that it was above the signature level of authority for the City Administrator.

****Council President Dale moved to adopt Ordinance 1528, AN ORDINANCE AUTHORIZING THE MAYOR AND INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MASTER CLEEN, INC. FOR JANITORIAL SERVICES FOR VARIOUS CITY FACILITIES, NOT TO EXCEED \$60,583.00; AND REPEALING ORDINANCE 1509. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

Ordinance No. 1529: An Ordinance authorizing the Mayor And Interim City Administrator To Execute A Contract With Kintechnology, Inc. To Continue To Provide Computer Technical Services For The City, Not To Exceed \$110,000.00; And Repealing Ordinance 1506 (*First Reading*)

Interim City Administrator Zeiber stated that Kintechnology had been providing services since 2006. They were asking for a \$10,000 increase and they have increased the number of technician services on site as there has been a greater need for them to be on-site. It would be 832 extra hours per year of on-site service for \$10,000. She noted that there had been a lot of extra work in March and April due to employees transitioning to working remotely because of the pandemic. Kintechnology had done a really great job.

Councilor Varwig stated that he was a personal friends and a business partner with the owner of Kintechnology. He would be abstaining from the vote.

****Council President Dale moved to adopt Ordinance 1529, AN ORDINANCE AUTHORIZING THE MAYOR AND INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH KINTECHNOLOGY, INC. TO CONTINUE TO PROVIDE COMPUTER TECHNICAL SERVICES FOR THE CITY, NOT TO EXCEED \$110,000.00; AND REPEALING ORDINANCE 1506. Motion was seconded by Councilor Berge and passed on first reading 5-0 with one abstention.**


CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Interim City Administrator Amanda Zeiber updated the Council on the City Administrator recruitment process. There were 75 applications.


She shared that the City recently hired a confidential administrative assistant that primarily supported Human Recourses. The new person in the position was a recent graduate degree from Portland State University with a bachelor's degree in Human Resources. Diversity, equity and inclusion was one of her interests. She has been tasked with developing some of the internal policies related to diversity, equity and inclusion.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Passed Ordinance No. 1528 to a second reading for June 17th.
3. Passed Ordinance No. 1529 to a second reading for June 17th.

The meeting adjourned at 7:47 p.m.


Melissa Bisset, CMC
City Recorder


Brian Hodson
Mayor