

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
January 19, 2022**

**PRESIDING:** Council President Traci Hensley

**COUNCIL PRESENT:** David Bajorin, Christopher Bangs, Traci Hensley, Sarah Spoon, Greg Parker, and Shawn Varwig.

**COUNCIL ABSENT:** Mayor Hodson

**STAFF PRESENT:** Scott Archer, City Administrator; Joseph Lindsay, City Attorney/Assistant City Administrator; Melissa Bisset, HR Director/City Recorder; Maya Benham, Deputy City Recorder; Todd Wood, Transit Director; Jerry Nelzen, Public Works Director; Jeff Snyder, Parks Lead.

**CALL TO ORDER:** Mayor Hodson called the Regular Meeting to order at 7:55 p.m. in the Council Chambers.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** Patrick Sampson was representing the Oregon Youth Soccer Association. They were looking at a space in Canby to build a new facility that included multiple sports fields for the region's use, amphitheater, and walking trails. They were meeting with community groups to shape the vision for how the facility could best meet the needs of the City.

Jason Padden, Canby resident, asked for an update on the agreement between the City and County for the City to take jurisdiction of some County roads.

Scott Archer, City Administrator, and Jerry Nelzen, Public Works Director, said the transfer had been completed. They explained the improvement projects that had been done.

**CONSENT AGENDA:**

**\*\*Councilor Varwig moved to adopt the minutes of the November 17, 2021 Joint Work Session of the Planning Commission and City Council and Regular City Council meeting. Motion was seconded by Councilor Spoon and passed 6-0.**

**RESOLUTION & ORDINANCE:** Resolution 1361 – Mr. Archer said this resolution was a budget action related to internal reorganization within the sewer fund. This would exchange a currently vacant position in the Sewer Collections Division with a position in the Wastewater Treatment Plant.

**\*\*Councilor Bangs moved to adopt Resolution 1361, A RESOLUTION TRANSFERRING APPROPRIATION AUTHORITY FROM SEWER COLLECTIONS TO SEWER WASTEWATER EXPENDITURES. Motion was seconded by Councilor Varwig and passed 6-0.**

Ordinance 1567 – Todd Wood, Transit Director, explained the Intergovernmental Agreement with ODOT to improve areas for the installation of six bus shelters on 99E.

There was discussion regarding the prep work, the City's contribution, project budget, purchasing the shelters now and storage issues, and purchasing more shelters.

**\*\*Councilor Spoon moved to approve Ordinance 1567, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AGREEMENT #34634 WITH ODOT FOR 99E BUS STOP IMPROVEMENTS IN THE CITY OF CANBY to come up for second reading on February 2, 2022. Motion was seconded by Councilor Bangs and passed 6-0 on first reading.**

**NEW BUSINESS:** Discussion Regarding Tree Removal – Mr. Archer said the proposed tree removals were a result of damage from the ice storm last winter. The contract for the tree removals would come back to the next Council meeting.

Mr. Nelzen discussed the funding from FEMA for the ice storm cleanup. FEMA would also fully reimburse the City for removal of the damaged trees that were still left.

Jeff Snyder, Parks Lead, listed the trees that were proposed to be removed and explained the process with FEMA.

There was discussion regarding the trees on School District property, plan for replacing the trees, use of the wood of the removed trees, and citizen input.

Discussion regarding Oregon Department of Transportation Tolling Program – Council President Hensley said the Mayor requested the Council direct staff to draft a letter to ODOT and the OTC opposing tolling. The diversion traffic needed to be mitigated prior to the implementation of tolling.

There was consensus for staff to request ODOT representatives come to the next Council meeting to discuss the issue with the Council before drafting a letter.

**MAYOR BUSINESS:** None

**COUNCILOR COMMENTS & LIAISON REPORTS:** Council President Hensley reported on the Traffic Safety Commission who was still working on parking issues on S 2<sup>nd</sup> and 3<sup>rd</sup>. They also wanted to send a letter to ODOT with recommendations for right turn only signs onto 99E. They also wanted to submit traffic safety tip articles to the *Canby Herald*. She suggested a resolution come back to the Council that set a policy for city committees who were going to the public representing the City to go through City staff and Council liaisons.

There was consensus to discuss the policy at the upcoming Council Goal Setting.

Council President Hensley noted the Traffic Safety Commission was also exploring better promotion of truck routes. She thanked Representative Christine Drazan and Senator Bill Kennemer for representing the Canby community.

Councilor Varwig reported on the Planning Commission meeting and welcomed the new Planning Commissioners, Chair, and Vice Chair.

Councilor Bangs reported on the Library Board meeting where the Christmas Lights Tour, monthly book sales, and Library District funds were discussed. The Canby School Board met and discussed the financial audit, impact of Covid, and new snow policy.

Councilor Spoon reported on the Parks Master Plan meeting. The information presented was available on the City's website.

**CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS:** Mr. Archer said the new gazebo at Maple Street Park had been installed. The pickle ball courts would be completed in the spring.

**CITIZEN INPUT:** None

**ACTION REVIEW:**

1. Approved the consent agenda.
2. Approved Resolution 1361.
3. Passed Ordinance 1567 to a second reading on February 2, 2022.

**EXECUTIVE SESSION:**

**\*\*Councilor Spoon moved to go into Executive Session pursuant to ORS 192.660(2)(i) Performance Evaluation of Public Officer. Motion was seconded by Councilor Varwig and passed 6-0.**

Council President Hensley read the Executive Session announcement and recessed the Regular meeting at 9:11 p.m.

Mayor Hodson reconvened the Regular Meeting at 9:37 p.m.

**NEW BUSINESS:** Amendment to the City Administrator's Employment Contract – The Council reviewed the amended contract.

**\*\*Councilor Bangs moved to approve the amendment to the City Administrator's Employment Contract Section 5 as presented. Motion was seconded by Council President Hensley and passed 6-0.**

Mayor Hodson adjourned the Regular Meeting at 9:43 p.m.

  
Melissa Bisset  
City Recorder

  
Brian Hodson  
Mayor

Assisted with Preparation of Minutes - Susan Wood