

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
June 5, 2024**

PRESIDING: Brian Hodson.

COUNCIL PRESENT: Scott Sasse, Herman Maldonado, Traci Hensley, Daniel Stearns, and Jason Padden.

COUNCIL ABSENT: James Davis.

STAFF PRESENT: Eileen Stein, City Administrator; Maya Benham, Administrative Director/ City Recorder; Teresa Ridgley, Deputy City Recorder; Todd Wood, Transit/Fleet/IT Director, Jerry Nelzen, Public Works Director; Monica Stone, Wastewater Treatment Plant Supervisor; Scott Schlag, Finance Director; Jamie Stickel, Economic Development Director, David Doughman, Interim City Attorney (attended virtually), and Marisa Ely, Library Director (attended virtually).

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:08 p.m.

SWEARING-IN CEREMONY: Jorge Tro, Police Chief, introduced two new police officers who finished police academy, Officer Carl Beckert and Officer Roger Montez.

Judge Rodney Grafe swore in the officers.

NEW EMPLOYEE INTRODUCTIONS: None.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS: Kristi Smith, Canby resident, read a proclamation declaring June 19, 2024, as Juneteenth.

Fred Yungbluth, president of AFSCME local 350 and AFSCME Council 75, discussed policies for Council members interacting with staff. He requested accountability in a sexual harassment allegation made by a City employee against a Councilor and sustained by Human Resources that the sexual harassment policy had been violated.

Mayor Hodson responded legal counsel was aware of the situation, and it was being handled through legal channels.

CONSENT AGENDA: ****Council President Hensley moved to approve the minutes of the May 1 and May 15, 2024, Work Session and City Council meetings. Motion was seconded by Councilor Padden and passed 5-0.**

ORDINANCES & RESOLUTIONS: Ordinance 1621 – Councilor Padden reminded people that flushable wipes were not flushable and caused problems with the sewer system.

****Council President Hensley moved to adopt Ordinance 1621, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT**

WITH HEARD FARMS FOR REMOVAL OF WASTEWATER SLUDGE. Motion was seconded by Councilor Padden and passed 5-0 by roll call vote.

Ordinance 1622 – **Councilor Padden moved to adopt Ordinance 1622, AN ORDINANCE AWARDING THE CONSTRUCTION CONTRACT WITH EAGLE-ELSNER INC, IN THE AMOUNT OF \$1,120,120.00 FOR THE CONSTRUCTION OF THE 2024 STREET MAINTENANCE AND URBAN RENEWAL AGENCY IMPROVEMENTS PROJECT. Motion was seconded by Councilor Maldonado and passed 5-0 by roll call vote.

Ordinance 1623 – Todd Wood, IT/Fleet/Transit Director, explained the RFP process that was done to determine the best value for the City. He had never done an RFP for managed IT services and looked at what other cities had done and adapted it to fit the City's equipment. He sent it to Weston Pay, Chief Technology Officer for the City of Lake Oswego and Canby resident with extensive experience, to review the RFP to make sure it would meet the City's needs. It was then sent to the attorney to be sure it was legal and followed the City's policies. Then he received permission from the City Administrator to send it out. The RFP was open for about four weeks. Questions asked were posted on the website so everyone bidding had the same information, eliminating unfair advantage. The closing date and time was firm. He didn't look at any proposals until he received them all and comprised a team to review each proposal individually and the score sheets only went back to him. He averaged the score sheets, then removed the names and sent them to the people who participated. He then set up a meeting to discuss the scores. His practice was to do interviews if scores were close or if there were unanswered questions or if none of the RFPs really hit the mark. Polar Systems hit every mark laid out in a very professional and well-done manner with the best price. Because the gap between Polar Systems and other prospects was so large, it wasn't necessary to do an interview. This process allowed him to give the Council an apples-to-apples comparison for managed IT services. Staff had followed the rules and policies set forth by the City and when they approached the Council with their findings, they were giving the best and proper value for the City. He thought there had been efforts to undermine the process. Questioning the work done by employees hurt morale and the reputation of the vendor. There was a question about the length of the contract, and it was common to go for three-to-five-year contracts with an extension. A one-year contract would require a company to come in and set everything up and then take it down in a year, which eliminated good vendors. It was also hard on staff because it took about four months to run a proper RFP. It was in the best interest of the City to do a three year contract for the price and stability.

Mayor Hodson thanked Mr. Wood and his team for the work. He believed the process was done properly. He agreed with the stability of a three-year contract. He asked if there was a benefit to a five-year contract instead of a three-year contract. Mr. Wood responded they had the option to extend the contract for another three years. He liked the option to change direction in three years if necessary.

It was clarified this was a three-year contract with the option to extend for another three years, but that would need to be approved by Council. It was not bid as a one-year contract.

There was discussion regarding the length of the contract in comparison to other City contracts.

David Doughman, City Attorney, clarified the City could terminate the contract with 30 days' notice at any time if there was an issue.

****Councilor Padden moved to approve Ordinance 1623, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH POLAR SYSTEMS, INC., OF WEST LINN, OR, TO PROVIDE MANAGED IT SERVICES FOR THE CITY OF CANBY to come up for second reading on June 19, 2024. Motion was seconded by Councilor Maldonado and passed 4-0-1 on first reading with Council President Hensley abstaining.**

Ordinance 1624 - Chief Tro said the Police Department had used tasers for 15 years. They had six smaller contracts with Axon, who provided services for body-worn cameras and in-car videos and produced the only taser that was being used in law enforcement. This new taser model integrated with the body cam system, so when an officer deployed the taser, it automatically turned on the body camera. It had a longer range, better accuracy, and more capacity, which provided safer outcomes. The cost was for 30 tasers.

Councilor Stearns asked since it was a five-year contract, was it a lease. Chief Tro answered it was not a lease, but a purchase over five years because they were so expensive.

****Councilor Maldonado moved to approve Ordinance 1624, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER IN TO A CONTRACT WITH AXON ENTERPRISES IN THE AMOUNT OF \$140,965.04 FOR THE PURCHASE OF TASERS, EQUIPMENT, SOFTWARE, AND SERVICES to come up for second reading on June 19, 2024. Motion was seconded by Council President Hensley and passed 5-0 on first reading.**

OLD BUSINESS: City Attorney Recruitment – No new information.

NEW BUSINESS: Possible Cancellation of the July 3, 2024, Council Meeting – Eileen Stein, City Administrator, said there was no business scheduled for that meeting.

****Councilor Stearns moved to cancel the July 3, 2024, Council Meeting. Motion was seconded by Councilor Maldonado and passed 5-0.**

Consider Approval of the City Administrator to sign the Intergovernmental Agreement between the City of Canby and the City of Molalla's Police Department to provide Behavioral Health Specialist Services – Chief Tro said the City of Molalla received a three-year grant for behavior health services and reached out to Canby about sharing the position for 10 hours a week, about 25% of his time. Molalla would reimburse the City up to \$60,000, which was 30% of the salary and benefits. Any overtime for Molalla would be reimbursed also. He recommended approving the IGA.

There was discussion regarding monitoring the workload, benefits of the agreement, and how citizens should respond to a mental health issue in public.

Marisa Ely, Library Director, said the Behavioral Health Specialist had responded to several

issues at the Library over the past few months and had helped everyone in a compassionate way.

****Councilor Padden moved to approve the City Administrator to sign the Intergovernmental Agreement between the City of Canby and City of Molalla Police Departments to provide behavioral health specialist services. Motion was seconded by Council President Hensley and passed 5-0.**

MAYOR'S BUSINESS: Mayor Hodson read a letter into the record regarding FOB Tap Room and the parking lot seating.

Jamie Stickel, Economic Development Director, verified they had received the proper permits to have outdoor seating.

Mayor Hodson gave an update on the Region One Area Commission on Transportation meeting from Monday evening. He shared summer construction updates affecting Canby. A letter was being drafted by the Region One ACT to the Oregon Transportation Commission regarding House Bill 2017 which included tolling as a funding source for transportation. Tolling had been put on pause and the Oregon Transportation Commission was going back to the legislature for other funding sources. They had asked for the ACT's feedback on options.

Mayor Hodson asked if they could coordinate with the event center, businesses along 99E, and ODOT to get a more solidified schedule of closures near businesses due to the Highway 99E paving project.

Chief Tro said they had already been in contact with the Fairgrounds and the Harefest event.

The Mayor wanted to be sure businesses being affected had good communication. Ms. Stein noted there were links to the ODOT page on the City's website which was updated every Monday.

Mayor Hodson thanked the Budget Committee for their work. He announced tomorrow was First Thursday. He thanked the American Legion for the Memorial Day ceremony at Zion Cemetery. He encouraged the Council to watch the upcoming meeting on the transportation aspects of the Comprehensive Plan. Another community meeting on the Comprehensive Plan would be held on June 20 at Baker Prairie Middle School at 6:00 p.m.

COUNCILOR COMMENTS & LIAISON REPORTS:

Council President Hensley attended the Memorial Day ceremony, Street Maintenance Fee meeting, Chamber Awards Luncheon with business recognition awards and a new category for Best Educator (received by Bob Weber), and School District meeting where the Care award went to math teacher Yoanna Bajasas. School Superintendent Downs was moving to Sherwood, so Mr. McKeon would be the interim until they got a new superintendent. She also attended a training on bias crime and incidents.

Councilor Maldonado said Ryan Hanes' (of Canby Music) daughter was coming home and he asked to keep them in prayer and reach out to see if there was anything they needed.

Councilor Padden met with Kristi from Canby Pride. He would meet with Amy Vidan, the Treasurer of Canby Pride, tomorrow. He attended the Chamber Luncheon Awards. He would be meeting with Public Works to finalize tribute signs to Frank Cutsforth during the Cruise In Weekend around Wait Park. He attended the Street Maintenance Task Force meeting where citizen members had some interesting recommendations for funding.

Councilor Sasse reported the Library had a community event board. A teen intern would start June 17th. The Summer Reading Program started June 1. Baseball finished with an excellent record at 25 and 5 and went to quarter finals. Most players got first or second team league. And Coach Stolsig got Coach of the Year.

Councilor Stearns mentioned the train accident last week and he thought it was a good idea to look for improvements that could be made.

CITY ADMINISTRATOR'S BUSINESS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the consent agenda.
2. Adopted Ordinance 1621 and 1622.
3. Approved Ordinance 1623 and 1624 to a second reading on June 19, 2024.
4. Canceled the July 3, 2024, meeting.
5. Approved the City Administrator to enter into an Intergovernmental Agreement with the city of Molalla Police Department for behavioral health services.

****Council President Henderson moved to adjourn the meeting. Council adjourned at 8:00 PM.**

Maya Benham