



MYRTLE CREEK CITY COUNCIL  
REGULAR COUNCIL MEETING AGENDA  
MYRTLE CREEK COUNCIL CHAMBER

**AGENDA PACKET 04/2/2019**

*Executive Sessions and Regular Council meetings are being digitally recorded.*

The City Council of the City of Myrtle Creek will meet on **Tuesday, April 2, 2019 at 5:30 PM** in the Myrtle Creek Council Chamber, 207 NW Pleasant Street., Myrtle Creek, OR.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-863-3171.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

**REGULAR COUNCIL MEETING – 5:30 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone that wishes to comment on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.*

**1. Call to Order/Roll Call**

**2. Pledge of Allegiance**

**3. Public Presentations** - *Items that do not require immediate council action, such as presentations, discussions of potential future action items.*

**4. Consent Agenda** *(requires a motion)*

4.1 Approval of minutes of the Regular City Council Meeting for March 19, 2019

**5. Regular Agenda**

*Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.*

5.1 Application to the Budget Committee – *Gail Black*

5.2 Spring Clean Up

**6. Citizens Heard on Non-Agenda Items**

**7. City Administrator Report**

**8. Mayor and Councilor – Committee Reports and Councilor Comments**

**9. Executive Session**

*The Myrtle Creek City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660, but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.*

**10. Adjournment**



# CITY OF MYRTLE CREEK

## REGULAR MEETING OF THE CITY COUNCIL

**DATE:** March 19, 2019

**PLACE:** Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

**PRESIDING OFFICER:** Mayor Matthew Hald

**COUNCILORS PRESENT:** Council President Bill Burnett; Councilors: Henry Stevens, Kathi Otero, Allan Kusler and Susan Harris

**COUNCILORS ABSENT:** Councilor Kusler 5:22

A quorum was present throughout the meeting.

**STAFF IN ATTENDANCE:** City Administrator Sean Negherbon, Police Chief Don Brown, Public Works Director Quinn Pickering, Finance Officer Eadie Calkins and Fire Chief Brandon Everett

**CALL TO ORDER:** Mayor Hald called the March 19, 2019 meeting to order at 5:30 PM

### **PUBLIC PRESENTATIONS:**

**Gage Kight, Emily Daniel, Meadow Bitonti-** *Coffenberry Middle School FBLA*

The students spoke to Council about the newly founded Middle School FBLA club and the things they do. They requested a sponsorship from the City in the amount of \$400.00 to cover expenses in sending students to the national competition.

Motion made by Councilor Stevens to sponsor one member of the FBLA in the amount of \$400.00. Second to the motion was made by Councilor Harris.

*Vote:* Aye; Councilors Harris, Otero, Burnett, and Stevens. Nay; Councilor Kusler  
Motion passed.

### **CONSENT AGENDA**

#### **Part I – Approval of March 5, 2019 Council Meeting Minutes.**

Motion was made by Councilor Stevens and seconded by Councilor Otero to approve Consent Agenda Items I II & III as presented in the council packet. *Vote:* Motion passed unanimously.

## **DEPARTMENT REPORTS**

### **Finance Officer**

Finance Officer Eadie Calkins submitted her report into record as written.

### **Police Department**

Police Chief Don Brown submitted Sargent Brewster's report into record as written.

### **Fire Department**

Fire Chief Brandon Everett's report was submitted into record as written. Councilor Burnett noted that a sign was needed next to the Fire Department's excavation practice area. All parties are in favor of a sign. Councilor Kusler questions whether the Medical Aid calls were all coming from the same general locations; that has been an issue in the past, but not currently.

### **Public Works Department**

Public Works Director Quinn Pickering read highlights off of his report and submitted it into record. Spring Clean Up is tentatively scheduled for the week of April 8<sup>th</sup>. There were 13 water meter turn offs last month. City Administrator Negherbon gave special recognition to the Public Works Department for all their hard work during the recent storm. Councilor Stevens asked for progress on the recent pipe break at the Water Plant; the repairs have been made.

## **REGULAR AGENDA –**

### **SCA Grant Project – *Simpson Lane (Approval to go out to bid)***

City Administrator Negherbon read the staff report into record as written.

Motion was made by Councilor Burnett to direct Staff to solicit formal bids for the Simpson Lane Paving project. Second to the motion was made by Councilor Harris.

Vote: Motion passes unanimously.

### **Abandonment for Petition for Improvement- *Tom and Barbara Satterthwaite***

#### **Tom Satterthwaite**

Mr. Satterthwaite read a letter addressed to Council into record as written. Discussion ensued further explaining the situation.

Mayor Hald called for an executive session under ORS.192.660(2)(f) at 5:58pm

Mayor Hald ended the executive session at 6:15pm. No decision were made in executive session. No decision were made by council during the Executive session

Motion was made by councilor Burnett to delegate authority to the City Administrator to negotiate final form documents with Satterthwaites and authorize the Mayor to sign when acceptable to Council and Satherwaites. Second to the motion was made by Councilor Stevens. Discussion: Councilor Kusler asked if a title search would be included; Councilor directed the City Administrator to include the title search. Vote: Motion passed unanimously.

## **RESOLUTIONS**

### **Resolution No. RES-19-01;**

Mayor Hald read the Resolution No. RES-19-01 into record.

Motion was made by Councilor Stevens to approve Resolution No. RES-19-01; Second to the motion was made by Councilor Harris. Discussion: Vote: Motion passed unanimously.

## **City Administrator Report**

City Administrator Negherbon noted that the Budget is being prepared. The County is raising the amount of the City's dispatch contract. The City will negotiate the terms of this contact. The City is going to start putting out disaster readiness information. The City is looking to get a screen for the Bandshell for Movies in the Park this summer season. The City is also looking at final language for the settlement with AECOM.

## **Mayor and Councilor – Committee Reports and Councilor Comments**

Councilor Stevens mentioned the Parks Commission's recommendation that the council begin a wood chipper program. Councilor Kusler recommended looking into the State of Oregon Surplus. An estimated cost would be approximately \$20,000.00. Councilor Stevens mention the usefulness of woodchips at the Disc Golf Course. Councilor Burnett mentioned the council's attendance at the Small Cities Meeting. Councilor Otero noted that local Bob Chaney became Lions Club District Governor.

## **ADJOURNMENT**

Mayor Hald adjourned the regular meeting of the City Council for March 19, 2019 at 6:40 PM.

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Matthew Hald, Mayor

**Attest:** \_\_\_\_\_  
Joshua Norton  
City Recorder

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK  
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application **MUST** be completed to be valid

Name: Gail Black Date: 2-25-19

Address: PO Box 5002 (1114 SE Myrtle View Dr.)

City: Myrtle Creek State: OR Zip: 97457

Home Phone: 541-863-5073 Cell Phone: 541-733-5450 Work Phone: NA

Email Address: sqblack@charter.net

Occupation: Retired Place of Employment: \_\_\_\_\_

Are you a registered voter? Yes  No

Please mark all Boards, Commissions and Committees for which you are applying:

- City Council..... (Vacancies appointed by Council)
- Park Commission... (3 year term, appointed by Council)
- Budget Committee..... (3 year term, appointed by Council)
- Planning Commission..... (4 year term, appointed by Council)
- Library Board ..... (4 year term, appointed by Council)
- Friends of Pool Task Force ..... (until project complete, appointed by Council)

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK  
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

I feel I am quite qualified for this Committee  
interested in all phases of our City  
Having served as a city Councilor, I feel  
I have knowledge that I can contribute to this  
committee.

**Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:**

City Councilor - 10 years.  
During this time learned much about our  
city and was able to happily contribute  
to its operations.

**Any additional information you would like to provide:**

Volunteer service on boards, committees, task force and commissions does require effort and time from members.  
Your interest and participation can help your community, and is greatly appreciated.  
Appointments to committees and commissions are made by the Mayor with the consent of the City Council.

*David E. Blach*

Applicants Signature