



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

AGENDA PACKET 02/5/2019

Executive Sessions and Regular Council meetings are being digitally recorded.

The City Council of the City of Myrtle Creek will meet on **Tuesday, February, 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 January 15, 2019

4.2 Approval of minutes of the Special City Council Meeting for January 24, 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 City Audit Report by Umpqua Valley Financial – *Steve Tuchscherer*

5.2 Council Goal Setting

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: January 15, 2019

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

PRESIDING OFFICER: Mayor Ken Brouillard; Mayor Elect Matthew Hald

COUNCILORS PRESENT: Council President Bill Burnett; Councilors: Gail Black, Henry Stevens, Susan Harris, and Allan Kusler; Councilor Elect: Kathy Otero

COUNCILORS ABSENT:

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Sean Negherbon, City Recorder Joshua Norton, Police Chief Don Brown, Public Works Director Quinn Pickering, and Finance Officer Eadie Calkins

CALL TO ORDER: Mayor Brouillard called the January 15, 2019 meeting to order at 5:30 PM

City Administrator Negherbon presented Mayor Brouillard and Councilor Black a plaque of recognition for their service to the City of Myrtle Creek.

Councilor Black noted that City Recorder Carolyn Shields had encouraged her to run for City Council. Mayor Brouillard thanked the Council, the City staff, and the citizens of Myrtle Creek.

Oath of Office

City Recorder Joshua Norton administered the Oath of Office to Mayor Elect Matthew Hald, Councilor Henry Stevens, and Councilor Elect Kathy Otero. The City Recorder also presented the three with their Certificates of Election.

Election of Council President

Motion was made by Councilor Stevens to nominate Councilor Bill Burnett as Council President. Second to the motion was made by Councilor Harris. *Discussion:* Councilor Burnett accepted the nomination.

Vote: Motion passed unanimously.

CONSENT AGENDA

Motion was made by Councilor Burnett and seconded by Councilor Stevens to approve Consent Agenda Items I, II, and III. *Discussion:*

Vote: Motion passed unanimously.

REGULAR AGENDA

City Audit Report

Steve Tuschcherer – *Umpqua Finical*

Mr. Tuschcherer apologized for the audit being late. A draft of the audit was passed out to the council to review. Mayor Hald asked for an estimated timeline on the completion of the audit; the completed document will be delivered in the next few days.

Councilor Kusler asked how the City was looking; based on the draft audit, Myrtle Creek is average. Mr. Tuschcherer is planning to attend the next meeting.

Live Scan Finger Print Grant

Chief Brown read his staff report into record as written.

Motion was made by Councilor Stevens to approve the purchase of the Live Scan Finger Print machine. Second to the motion was made by Councilor Burnett.

Vote: Motion passed unanimously.

Application to the Planning Commission & Budget Committee – Diana Larson

Motion was made by Councilor Burnett to appoint Diana Larson to the Planning Commission and the Budget Committee. Second to the motion was made by Councilor Stevens. Discussion:

Vote: Motion passed unanimously.

Application to the Parks Commission- Alvin Ankle

Motion was made by Councilor Burnett to appoint Alvin Ankle to the Parks Commission. Second to the Motion was made by Councilor Harris. Discussion:

Vote: Motion passed unanimously.

DEPARTMENT REPORTS

Finance Officer

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

Fire Department

Fire Chief Brandon Everett submitted his report into record as written.

Police Department

Police Chief Don Brown submitted his report into record as written. Councilor Stevens asked about Reserve Officers; two individuals have been interviewed and will have background checks soon. Officers Birch will finish the academy in March.

Public Works Department

Public Works Director Quinn Pickering submitted his report into record as written.

City Administrator Report

City Administrator Negherbon announced that a letter of support has been requested from Lauren Young to rezone a property in the South Umpqua Industrial Complex. This area is in the City’s Urban Growth Boundary.

The City has finished setting up a land swap in the Springbook area near the City’s watershed. The action will help to protect the land surround the City’s watershed.

The broken pipe at the water plant will be addressed next week. The City has hired experts to perform the job.

The Public Works Director has two college students, hired part time, to help the City with GSI mapping systems.

Council Comments

By consensus Council appointed Kathy Otero as Liaison to the Library.

Councilor Harris announced that the Summer Festival Committee has started meeting. The Lion’s Club Crab Feed is February 9th at the Elk’s Lodge.

Motion was made by Councilor Harris to purchase two table at the Citizen banquet. Second to the Motion was made by Councilor Otero.

Vote: Motion passed unanimously.

Student Representative Makayla Griffin announced that Winter Formal is coming up soon. Students are beginning to prepare for the SAT. The girls’ basketball is also doing very well.

Councilor Kusler asked about annexing in the Industrial Complex; the City is not able to “cherry stem” those properties because they don’t touch any City property. Councilor Burnett recommended Council to receive a specific request from Les Schwab.

Adjournment

Mayor Matthew Hald adjourned the regular meeting of the City Council for January 15, 2019 at 6:29 PM.

Matthew Hald, Mayor

Attest: _____
Joshua Norton
City Recorder



CITY OF MYRTLE CREEK

DATE: January 24, 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, Allan Kusler, Kathi Otero, and Susan Harris

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Sean Negherbon, City Recorder Joshua Norton

CALL TO ORDER: Mayor Hald called the January 24, 2019 special meeting to order at 4:00 PM

Executive session start time: 4:03PM

Executive session end time: 4:29PM

Mayor Hald adjourned the special meeting of the City Council for January 24, 2019 at 4:29 p.m.

Attest: _____
Joshua Norton
City Recorder

Matthew Hald, Mayor