



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

AGENDA PACKET 10/02/2018

All city public meetings are being digitally recorded for sound and video camera surveillance.

The City Council of the City of Myrtle Creek will meet on Tuesday, October 2, 2018 in a Regular Council session at 5:30 PM in the Myrtle Creek Council Chamber, 207 NW Pleasant Street, Myrtle Creek, Oregon.

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 commenting 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

3.1 Shop 97457 Proclamation

4. Consent Agenda – Requires a motion

The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately upon request.

Consent Agenda Part I - Requires a motion

4.1 Approval of minutes of the Regular City Council Meeting for September 18, 2018

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 Memorandum of Understanding with I.B.E.W.
- 5.2 Request to apply for Cycle Oregon grant

6. Citizens Heard on Non-Agenda Items

7. City Administrator Report

8. Mayor and Councilor – Committee Reports and Councilor Comments

9. Executive Session held pursuant to ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent. *(If necessary)*

10. Adjournment

Proclamation

Shop 97457 for the Month of October

Inspiring and Encouraging People to Shop Local during the Month of October

WHEREAS, the greatness of our Community; State and ultimately our Nation is attributed to freedom of choice and competition – the basic elements of our free enterprise system; and

WHEREAS, it has been established that small business provides more new jobs than any other sector of the economy; and

WHEREAS, the small business owners of our community are the risk-takers who have invested their knowledge, energy and personal assets in a variety of independent business careers, and in doing so, they have created employment opportunities for others while reaping the rewards of their independence; and

WHEREAS, the small business owners of our community work hard in the marketplace to provide quality goods and services, and this, in turn evokes the confidence of the consumers who respond in a fashion which keeps the economy healthy and vital; and

NOW, THEREFORE, on behalf of the City Council and the people of Myrtle Creek, I, Ken Brouillard, Mayor of the City of Myrtle Creek, Oregon, by virtue of the authority vested in me, do hereby recognize October, 2018 as “Shop 97457” month and urge our citizens to recognize and commend the efforts of our business community in preserving the freedom, initiative and stability of our local economy.

Given under my hand and Seal of the City of Myrtle Creek, this 2nd day of October, 2018

Honorable Mayor Ken Brouillard



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE CITY COUNCIL

DATE: September 18, 2018

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

PRESIDING OFFICER: Mayor Ken Brouillard

COUNCILORS PRESENT: Councilors: Bill Burnett, Henry Stevens, Susan Harris, Gail Black and Allan Kusler

A quorum was present throughout the meeting.

STAFF IN ATTENDANCE: City Administrator Sean Negherbon, Police Chief Don Brown, Finance Officer Eadie Calkins

CALL TO ORDER: Mayor Brouillard called the September 18, 2018 meeting to order at 5:30 PM.

The Mayor thanked Councilor Stevens for presiding over the last meeting in his absence.

CONSENT AGENDA

Part I – Approval of August 21, 2018 Council Meeting Minutes

Part II – Acknowledge Receipt of Payroll & Claims Report for August, 2018

Part III – Acknowledge Receipt of Court Report for August, 2018

Motion was made by Councilor Burnett and seconded by Councilor Kusler to approve the minutes of August 21, 2018, and acknowledge receipt of the Payroll & Claims Report and Court Report for August, 2018 as presented in the council packet. Discussion: Councilor Burnett would like to combine the 3 parts for more efficiency during the meeting. Any questions can and should be addressed prior to the meeting. The council was in consensus to combine the three parts in to one for future meetings, so only one motion is needed to be voted on. *Vote:* **Motion passed unanimously.**

PUBLIC PRESENTATIONS - None

DEPARTMENT REPORTS

Finance Officer

Finance Officer Eadie Calkins submitted her report into record as written. Councilor Stevens questioned one bill for only \$3; it was for parts.

Police Department

Police Chief Don Brown submitted his report into record. Councilor Stevens commented on the value of our police force in Myrtle Creek based on the statistics the Chief provided. Councilor Harris questioned “calls for service”. Chief Brown explained they are minor calls that don’t require an actual police report. He added that Jimmy Smith will be coming on board soon for training and that more reserves are needed.

Fire Department

CA Negherbon spoke for Fire Chief Brandon Everett, who was absent. His report was submitted as written.

Public Works Department

CA Negherbon spoke for Public Works Director Quinn Pickering, who was absent. His report was submitted into record as written and he added that the Simpson Street Water Project is wrapping up. We will be going out to bid for paving shortly. The paving will be from Amanda Way to Cherie Way on Simpson.

REGULAR AGENDA

6.1 Consideration of Application for Parks Commission – Verge H. Jones

CA Negherbon reported that the application for Verge H. Jones was approved by the Parks Commission at their meeting.

Motion was made by Councilor Black to approve the appointment of Verge H. Jones to the Parks Commission. Second to the motion was made by Councilor Stevens. *Discussion: None*

Vote: Motion passed unanimously.

Citizens Heard on Non-Agenda Items - none

City Administrator Report

CA Negherbon informed the Council that there will be a drag race at the Airport this Saturday, put on by Katie and Mark Jones. It will be a trial run and has been approved by our attorney and our insurance company. The FAA has also been applied to for permission. There is a Safety Plan in place. The event is not open to the public as it is by invitation only. There will be no cost to the City and there will be Security at the gate. They expect about 16 cars. Since the event goes from 6pm to midnight, it will go past the 10:30pm noise curfew in our City ordinance. The City Administrator is asking Council to approve the noise after 10:30pm for 1 ½ hours. **Councilor Stevens moved that the Noise Ordinance be waived from 10:30pm to midnight at the Airport on September 22, 2018. Councilor Burnett seconded. The motion passed unanimously.** CA Negherbon also added that there are letters of support from the Douglas County Commissioners and the Sheriff for the event.

Councilor Kusler asked about having yurts at Millsite RV Park. CA Negherbon explained that yurts would cost about \$10,000 each, as they would need to be elevated, ADA compliant, heated, and have electricity. It is in our Parks Development budget contingent on obtaining a grant. It is hoped the Parks Commission can look at the logistics of renting out yurts. Council consensus is to see that the grant is applied for and research work begins. Dan Van Cleave is finishing up the band shell and other projects, but will be working on the grant as soon as he is able. It is already a Parks Commission goal. Other parks projects, such as the Splash Pad, are also being looked at.

Mayor and Councilor – Committee Reports and Councilor Comments

Councilor Black inquired about the solar boards on I-5. Chief Brown said they are new solar powered cameras. She also thanked Councilor Stevens for doing the “Reading of the Constitution” at Millsite Park yesterday and allowing her to participate.

Councilor Burnett reminded the Council that the Evaluation for the City Administrator will need to be done within the next few months.

Councilor Stevens reported that he and the City Administrator attended the Small Cities meeting in Glendale recently. He volunteered Myrtle Creek to host the next meeting in December. The Airport's pancake breakfast had a good selection of planes but not a lot of people eating. He noticed the Disk Golf course is being used quite heavily, and was asked about a place to dump their garbage. CA Negherbon said the park has a dumpster for disc golfers to use. Councilor Stevens said he had 6 people reading for Constitution Day and he provided copies to attendees. There were 17 people observing.

Mayor Brouillard said he is feeling better each day and was glad to be back.

CA Negherbon complimented Dan Van Cleave, the City's project coordinator, on the work he is doing on the band shell and other work at the RV Park. He is a very hard worker and even worked on the weekend. He is very much appreciated.

ADJOURNMENT

Mayor Brouillard adjourned the regular meeting of the City Council for September 18, 2018 at 6:14 p.m.

Attest:

Joshua Norton by Eadie Calkins
City Recorder Finance Officer

Mayor Ken Brouillard

MEMORANDUM OF UNDERSTANDING
BETWEEN

Local Union No. 659
International Brotherhood of Electrical Workers

AND

THE CITY OF MYRTLE CREEK

The parties agree to modify Article 2 of the parties' Collective Bargaining Agreement in the following respects:

Article 2 Union Security

Section 2.1

Membership or non-membership in the Union shall be the sole decision of employees covered by this Agreement. ~~Employees who are not members of the Union shall make monthly payments in lieu of dues to the Union known as "fair-share" payments. Such payments shall be in the same amount as provided for monthly Union dues and assessments. New hires who become members of the Union and fair share employees shall make their first monthly payment within thirty-one (31) days of their date of hire.~~

Any employee covered by this Agreement may, at any time after hiring or transfer into the Bargaining Unit, apply to become a member of the Union, and may voluntarily sign a check-off authorization form, authorizing the City to deduct from his or her wages, and to remit to the Union, the normal and usual dues required by the Union. In addition, any employee who chooses not to join the Union may agree to tender a fee to the Union and, by voluntarily signing a check-off authorization form, may authorize the City to deduct and remit to the Union an amount in fees established by the Union, not to exceed the amount of monthly dues and fees required of "BA" members. Once provided with a copy of the employee's authorization form, the City shall deduct and remit to the Union monthly such dues and/or fees, unless and until the employee revokes his or her authorization in writing, as specified in the check-off request.

Section 2.2

Upon written authorization signed by an employee in the bargaining unit, the City will, during the term of this Agreement, deduct and remit monthly to the Business Manager of IBEW Local 659 the normal and usual dues uniformly required of its members. The Union agrees to notify the City in writing of the monthly dues amount to be withheld. Such authorization for monthly dues deduction may be revoked by the employee in writing at any time.

Section 2.3

The Union will indemnify, defend, and hold the City harmless against any claims made and/or against any suit instituted against the City as a result of any City action taken or omission made pursuant to the provisions of this article.

Section 2.4 Shop Steward

The parties agree to have one shop steward, as appointed by the Union, for this bargaining unit. The shop steward may reasonably attend to the duties of labor relations during work time such as for grievance and disciplinary matters. This includes attending labor/management meetings or reasonable preparation time for grievances or disciplines. The parties agree to meet and confer with the Union representative if perceived that the shop steward is exceeding the reasonable use of time. The shop steward will give reasonable notice to the Supervisor when performing duties under this section.

The shop steward may request reasonable time off, using vacation or compensatory time off or leave without pay, to attend Union trainings not to exceed five days a year.

Union

Date:

City

Date:

Myrtle Creek - City Council Agenda Report

Agenda item: Application to apply for grant – Cycle Oregon

Meeting Date:	October 2, 2018	Primary Staff Contact:	Joshua Norton
Department:	Admin	E-Mail:	
Secondary Dept.:		Secondary Contact:	Sean Negherbon

Issue before the Council: Submittal of an application to Cycle Oregon for funds to construct a Splash Pad

Staff Recommendation: Approve application to apply for a grant from Cycle Oregon.

Background: The Friends of the Pool Task Force and City Staff would like to put in a Splash Pad next to the South Umpqua Memorial Pool. The goal in construction of the splash pad is to alleviate maximum capacity issues within the Pool's facility while also bringing a recreational asset to the community. The total project is being budgeted at approximately \$200,000.00

Fiscal Impact: Potential grant award of up to \$50,000.00

Council Options: Allow staff to proceed with grant proposal
Decline to apply for Cycle Oregon Grant

Potential Motion: Move to authorize City staff to submit a grant application to Cycle Oregon