City of Creswell
City Council Minutes
July 13, 2015

Council Present:

Omar Bowles
Richard Heyman
Dave Stram
Adam Pelatt

Staff Present:

Michelle Amberg	City Administrator
Roberta Tharp	City Recorder
Cliff Bellew	Public Works Director
Shelley Humble	Airport Manager
Jim Piper	Finance Director

Council Absent:	2	Jane Vincent - Excused Holly Campbell - Excused
Press:	1	Creswell Chronicle – Scott Olson
Audience:	12	

The regularly scheduled City Council meeting was called to order by Mayor Dave Stram at 7:01 pm and the Pledge of Allegiance was given.

Public Forum
Susan Blachnik – Food Pantry Director announced that the Solar Panel installation on the Cobalt Building is scheduled for completion on July 30th. They will be holding a "Flip the Switch" celebration at 11:00 am and extended an invitation to the Council. Susan also noted she has extended invitations to EPUD (Emerald People's Utility District), the news media, Food for Lane County and Phil Barnhart. She thanked Council for the opportunity.

Public Hearing
Resolution 2015-25, A Resolution Amending Section 8 of Resolution 2014-25 Regarding Annual Water Rate Adjustments for the City of Creswell
The Public Hearing on Resolution 2015-25 is to receive public input/comment on the correction of a scrivener's error/miscalculation. When the resolution was drafted and adopted by the Council in November of 2014, Section 7, Monthly Water Rates Beginning with the January 1, 2015 Billing Period and Section 8, Monthly Water Rates Beginning With the July 1, 2015 Billing Period included clerical errors. Since the billing period of January 1, 2015 to July 1, 2015 has been completed and closed, the city cannot go back and collect the fees from the miscalculation; therefore Section 7 will not be amended. Section 8, of Resolution 2014-25 says that Outside City Users shall pay $3.96 for each additional 100 cubic feet of water consumption beginning with the July 1, 2015 billing period. In entering the new rates into the software system, the Utility Clerk determined an error had been made as the rate was decreased instead of increased. The correct charge/fee for outside City users should have risen eight percent from the $4.75 and reflect the increase to read $5.13 for each additional 100 cubic feet of water used.

At 7:05 pm Mayor Stram opened the Public Hearing.

There being no public testimony, Mayor Stram closed the Public Hearing at 7:06 pm.

Mayor's Report
Mayor Stram welcomed the Creswell Boy Scout Troup 135 to this meeting.

Accept Councilor Romoser's Resignation
Councilor Pelatt moved Councilor Heyman seconded to accept Councilor Romoser's resignation from the City Council. Voted on and the motion carries unanimously.
Mayor Stram asked that we place an advertisement in the paper to begin recruitment to fill the vacancy.

Planning Commission Appointment
Mayor Stram with unanimous consensus of the Council appointed Seth Clark to the Planning Commission for a term that expires December 31, 2017. He will fill the vacancy left by Dennis Grice.

New charge for the Administration Committee

Mayor Stram issued a new charge to the Administration Committee:

Review the City Administrator's proposed update of Staff job descriptions. Complete the review by September 21 and be prepared to provide a report and discussion on the descriptions at the September 28th work session. He also reminded the committee about the charge given in May to develop a request for proposal (RFP), including the Scope of Work for completing a 3-5 year Strategic Plan. The committee is to present the RFP at the July 27th work session and have a recommendation for consultant at the September 14th meeting.

The Council gave their unanimous consent to the additional charge for the Administration Committee.

Appoint new Finance Committee Chair

Mayor Stram appointed Jane Vincent as chair of the Finance Committee until December 31, 2015.

Mayor Stram reminded the Council and audience that in September, ballot measures 20-233 and 20-234 will become before them in a special election.

Correspondence

Mayor Stram commented on the Lane County Sheriff's Report "Calls for Service" and noted an increase in property crimes reported.

Mayor Stram asked Shelley Humble to provide a code enforcement update in regards to 233 West A Street. Ms. Humble explained that she has been notified that Fannie Mae has approved the contractor's bids for demolishing the burnt home. She continued by saying this should be completed within the next couple of weeks. A permit application has been submitted to the City for demolition.

Mayor Stram noted that at the July 27th Work Session, the Council will be touring the old schoolhouse/library located at the corner of 2nd Street and West D. He invited any members of the community to attend if they would like.

Consent Calendar

Councilor Bowles moved Councilor Pelatt seconded to approve the consent calendar as presented. Voted on and the motion carries unanimously.

Administrative Report

Administration

Introduction of Jim Piper, Finance Director

Ms. Amberg formally introduced James Piper, CPA as the new Finance Director for the City of Creswell.

Quarterly Update

Ms. Amberg reviewed the quarterly report and all that was accomplished during the past quarter.

Future Work Session Topic – Door to Door Solicitation

Ms. Amberg reported that the Council needs to address and update the current Door to Door Solicitation Ordinance. The current one is not enforceable due to decisions made by the courts in regards to freedom of speech. She suggested the Council review and think about enacting a time, place and manner ordinance for door to door solicitation. All Council members present were in favor of reviewing the code for door to door solicitation.

Active Shooter Training

Ms. Amberg reported that Staff had recently completed active shooter training with the Lane County Sheriff Deputy Scott Denham and felt it to be very valuable. She asked if the Council would be interested in receiving the same training.

Councilor Heyman asked if the City has a code that speaks to having weapons in a public building and Ms. Amberg responded that she was unaware of one, but could have the City Attorney look into drafting one. Ms. Amberg was directed by the Council to schedule training on active shooters with the Lane County Sheriff's Office.

Marijuana Update

Ms. Amberg provided an update as to where the State is standing on Marijuana. The legislature has passed some legislation regarding dispensaries. City Attorney Ross Williamson as well as The League of Oregon Cities has provided information that was sent out via email to the Council. One of the available options is to allow cities to ban dispensaries within their boundaries. According to the rules, Lane County is not eligible to ban dispensaries unilaterally; and we would have to hold an election.

All Council members in attendance spoke in support of placing this item on the November ballot for the citizens to decide whether or not to allow dispensaries within the boundaries of Creswell.

Ms. Amberg noted she will have Mr. Williamson work up a draft resolution for the November ballot and will present it to the Council at the July 27th work session.

Airport
No report was given
Finance
No report was given
Public Works
No Report was given

Council Action Items

Intergovernmental Agreement – Lane County – Geographic Information Systems (GIS) – Michelle Amberg

Councilor Bowles moved, Councilor Pelatt seconded to authorize the City Administrator to enter into an Intergovernmental Agreement with Lane County Information Services to provide the City of Creswell with GIS and Mapping Services. Voted on and the motion carries unanimously.

Resolution 2015-25, A Resolution Amending Section 8 of Resolution 2014-25 Regarding Annual Water Rate Adjustments for the City of Creswell – Jim Piper

Jim Piper, CPA, Finance Director addressed the Council and reiterated the amendment (outlined in the Public Hearing section) to Resolution 2014-25 and noted that in order to correct the scriveners error/ fee, Resolution 2015-25 will need to be approved.

Councilor Bowles moved Councilor Heyman seconded that the City Council adopt Resolution 2015-25 A Resolution amending Section 8 of Resolution 2014-25 Establishing Annual Water Rate Adjustments for the City of Creswell. Voted on and the motion carries unanimously.

Liquor License Application Approval – Roundup Saloon

Councilor Bowles moved Councilor Pelatt seconded to approve the Off Premises Sales Liquor License Application for the Roundup Saloon as presented. Voted on and the motion carries unanimously.

Social Gaming Renewal Application Approval – B & B Lounge

Councilor Bowles moved Councilor Heyman seconded to approve the renewal of the Social Gaming Application as submitted by Garnet Sue Starr for the B & B Lounge. Voted on and the motion carries unanimously.

Adjournment

There being no further discussion, Mayor Stram adjourned the meeting at 7:55 pm.

Dave Stram, Mayor

Roberta J Tharp, City Recorder