

**MILLERSBURG CITY COUNCIL
APRIL 14, 2015**

PRESENT: Councilors Scott Cowan, Darrin Lane, Lisa Metz-Dittmer, Jim Lepin,
Mayor Clayton Wood, City Attorney Forrest Reid, City Engineer Janelle
Booth, City Planner Don Driscoll, City Administrator/Recorder Barbara
Castillo

The Millersburg City Council was called to order at 7:40 p.m. by Mayor Clayton Wood.
The Pledge of Allegiance was said.

MINUTES OF MARCH 10, 2015

*Lisa Metz-Dittmer moved, seconded by Darrin Lane to approve the minutes of March
10, 2015 as written and sent out.* The motion passed unanimously.

ARAUCO/FLAKEBOARD PROCESS WASTE WATER DISCHARGE

The Millersburg City Council previously held a work session regarding the issue of Arauco discharging wastewater into the Albany/Millersburg Wastewater Reclamation Facility. The comments below represent what was discussed in the work session and this will be put in letter form to send to Arauco.

In May of 2014, Arauco contacted the cities of Albany and Millersburg regarding the possibility of discharging process water to the Albany/Millersburg Wastewater Reclamation Facility (AM-WRF). Through sampling and testing, the City of Albany has determined that, with some pretreatment, the AM-WRF is able to accept the process waste water. In conjunction with sampling and testing to determine the viability of discharging to the AM-WRF, Arauco requested the City of Millersburg provide the associated costs to Arauco, should Arauco request to discharge process waste water to the AM-WRF through the City of Millersburg.

The City of Millersburg owns a 10% share in the treatment capacity of the AM-WRF. Based on the results of the waste characterization, it is anticipated that Arauco's discharge would consume approximately 70% of the treatment capacity allocated to the City of Millersburg. Allowing Arauco to use this significant portion of Millersburg's treatment capacity could limit future development in the City. For this reason, the City is unwilling to allow discharge on a long-term basis without significant fees to offset the cost of future wastewater treatment plant upgrades. However, the City of Millersburg is willing to

allow discharge on a short-term basis (maximum of five years) with the requirements and costs outlined below.

- **Permit** – Oregon Department of Environmental Quality (DEQ) will require Arauco to obtain an Industrial Use Permit. The permit is issued and monitored by Albany wastewater staff and will require pretreatment of the process waste water. The permit will also require that Albany staff perform compliance sampling and testing twice per year. The City of Millersburg would be billed for this activity and pass the costs through to Arauco (similar to ATI's Industrial Use Permit). The preliminary estimated cost of this sampling would be around \$1200/year for 2015. This charge would appear on Arauco's quarterly statements from the City of Millersburg. Arauco would be responsible for all permit fees required by the City of Albany.
- **Pretreatment** – Pretreatment for Oil and Grease will be a permit requirement. Pretreatment may also lower the temperature and reduce the objectionable color. The design and cost of the pretreatment system will be determined and borne by Arauco.
- **Flow Charges** – The City of Albany currently charges the City of Millersburg quarterly based on flows to the AM-WRF. The addition of Arauco's process waste water would increase the average flow by roughly 15%. This cost would be passed through to Arauco on their quarterly sewer bills from Millersburg and is estimated at approximately \$5200/quarter. This charge is variable, and subject to increase if Arauco's flows are higher than observed during the monitoring and sampling activities.
- **Connection Fees** – Millersburg will assess a one-time connection fee at the beginning of the 5-year period. The connection fee will be \$1,120,000. This SDC fee is calculated in accordance with City of Albany Resolution No. 6336 for industrial users in Millersburg. If requested by Arauco, the connection fee could be paid quarterly over the five year period along with the flow charge. In that case, the quarterly SDC fee over five years would be \$56,000.
- **Lift Station Upgrades** – The ATI lift station conveys wastewater from the City of Millersburg to the AM-WRF. This lift station is currently at capacity during wet weather events. The additional flow from Arauco's process waste water would require immediate upgrades to increase the capacity of the pump station. A preliminary estimate of the cost of the upgrades is around \$500,000. Arauco would be contributing approximately 17% of the peak flow, therefore the City would require payment of 17% of the upgrade cost, or \$85,000. However, the upgrades would need to happen prior to any discharge from Arauco. The City does not have funds in place to perform the upgrades at this time. Therefore, the City would require Arauco to fund the cost of the lift station upgrades. The City would then credit back to Arauco the City's portion of the costs over the five year period.

If Arauco requests to continue discharge of process waste water beyond the five year period, significant additional fees will be assessed. The purpose of these fees would be to cover the replacement cost of the treatment capacity that Arauco is utilizing at the AM-WRF. The fee for continuation of discharge beyond the five year period is \$2.4 million/year for five years following the initial five year period.

CONSER ROAD WATER LINE UPDATE

City Engineer, Janelle Booth presented the engineer's estimate for the water line project starting on Conser Road.

Schedule A (Conser and Woods up to Alexander) - \$1,030,050

Schedule B (Woods Road from Alexander to Sonora) - \$611,415

Schedule C (Waverly, Amanda, Bain/Toni) - \$600,975

Schedule D (Woods Road from Sonora to Millersburg Drive) - \$308,715

Barbara Castillo said the timing of the bid opening is the day before the Budget Committee meeting. Castillo said at this time, she has enough funds in the budget to pay for Schedule A, but not the other Schedules unless the Budget Committee puts those figures in the budget.

Castillo said staff is trying to contact all of the property owners to see if they would actually connect to the city water. Craig Ziegenhagel questioned why the property owners wouldn't be required to connect to the water. He was told that in rural areas, the property owners are given a choice of connecting to both city sewer and city water if it is available. They also have the option of keeping their wells active if they obtain a back flow permit. In subdivisions, it is a requirement that they have to connect to city sewer and water.

MARCH 2015 LINN COUNTY SHERIFF'S REPORT

The council reviewed the March 2015 Linn County Sheriff's report. Barbara Castillo reported there has been vandalism taking place in the restrooms at the Millersburg Park. The mirrors in all four restrooms were shot with paintball guns that caused damage to the mirrors. On the Saturday before Easter, the mirror in the front men's restroom was totally destroyed. The city will not replace the mirror.

2015-2016 LAW ENFORCEMENT SERVICES AGREEMENT

Scott Cowan moved, seconded by Lisa Metz-Dittmer to approve the 5% increase for the 2015/2016 Law Enforcement Agreement with the Linn County Sheriff's office. The motion passed unanimously.

Scott Cowan said he would like to see if we could increase the coverage to 100% of one deputy. The council agreed they would like to see if this was a possibility at this time.

CROSSWALK ON ALEXANDER LANE

Jim Lepin said he would like to revisit the subject of the proposed crosswalk on Alexander Lane. Mayor Wood said this issue was put on the city's SDC "wish list". Jason Yutzie said he would like to see it put in the city's budget to be done as soon as

possible. Janelle Booth said the cost would be around \$15,000. Darrin Lane recommended a slight delay because ODOT is finishing up their speed study for Alexander Lane, and those results could effect the location and design of the crosswalk. It was the consensus of the council that this project be included in the 2015-2016 budget.

JOHN PASCONE

John Pascone, President of the Albany Millersburg Economic Development Corporation (AMEDC) gave an overview of just what it is that AMEDC does for the City of Millersburg. AMEDC receives \$30,000 a year from Millersburg as well as funding from the City of Albany and Linn County.

Pascone gave a brief history of AMEDC, stated their goals and mission, their objectives, and explained how they serve Millersburg. Pascone gave out copies of AMEDC's Strategic Plan for 2014 and listed the various projects they were involved with for both Millersburg and Albany.

PROCLAMATION

Mayor Clayton Wood proclaimed that May 2015 as Mental Health Month in Millersburg, Oregon. As the Mayor of Millersburg, I also call upon the citizens, governmental agencies, public and private institutions, businesses and schools in our area to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

DONATION TO SOUTH ALBANY HIGH SCHOOL

Jim Lepin moved, seconded by Darrin Lane to donate \$1,000 to South Albany High School to be used for their Leadership Group to help with items that were lost in the fire at the school. The motion passed unanimously.

The council agreed that they might donate more at a later date, if enough funds don't come in to replace everything that was destroyed and lost in the fire.

DONATION REQUEST FOR TIMBER RIDGE DUGOUT

A group of parents have been working hard on making one of the baseball fields at Timber Ridge School a playable field that can be used for South Albany Junior Baseball

Organization teams, ages 7-12. They are in need of materials for dugouts, and made a request to the City of Millersburg for \$1,000 to help them finish their “Field of Dreams”.

Jim Lepin moved, seconded by Lisa Metz-Dittmer to donate \$1,000 for the dugouts. Scott Cowan said he would like to have that motion amended to donate \$2,000 for the dugouts. Both Lepin and Metz-Dittmer agreed to the amendment to change the donation to \$2,000. The motion passed unanimously.

BILLS OF THE CITY

Lisa Metz-Dittmer moved, seconded by Jim Lepin to pay the bills of the city. The motion passed unanimously.

RESOLUTION NO. 2015-2

Darrin Lane moved, seconded by Scott Cowan to approve Resolution No. 2015-2 for the purpose of paying expenses related to additional building permit revenue received. The motion passed unanimously.

AUDIT SERVICES AGREEMENT

Scott Cowan moved, seconded by Jim Lepin to approve the signing of a three year contract for audit services with Koontz, Perdue & Blasquez & Co. The motion passed unanimously.

CRIME PREVENTION FORUM

Jim Lepin reported there will be a Crime Prevention Forum at the Millersburg City Hall on Thursday, April 16th at 6:30 p.m.

MORNINGSTAR GRANGE

Sandy Decker announced that April is National Grange Month and she invited everyone to attend an open house and dinner this Sunday, April 19th from 1-4 p.m.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Barbara Castillo
City Administrator/Recorder