

**MINUTES OF MILLERSBURG CITY COUNCIL  
MEETING OF NOVEMBER 14, 2017**

The meeting was called to Order by Mayor Lepin at 6:30 PM at the Millersburg City Hall.

The Pledge of Allegiance was conducted.

Council members present were: Mayor Jim Lepin, Scott Cowan, Dave Harms, Scott McPhee, and Don Miller. Staff present were Interim city manager Kevin Kreitman, city engineer Janelle Booth, and city attorney Forrest Reid. Student representative Brad Johnston was present.

Mayor Lepin introduced new interim city manager Kevin Kreitman.

Mayor Lepin introduced Boy Scout Troop #7360. This troop was present to observe the meeting in order to obtain a citizenship merit badge.

**Consent Agenda**

- Scott McPhee motioned, seconded by Don Miller, to accept and pay the bills of the city and also authorized payment of \$580 that Mayor Lepin previously paid in order to keep some public services operational. Motion passed unanimously.
- Scott Cowen motioned, seconded by Scott McPhee to amend the 10/30/17 job description to say “not more than two councilors met and spoke on the issue,” and with this amendment to accept the Minutes of 10/10/2017, 10/24/2017, and 10/30/2017. Motion passed unanimously.

**Linn County Sheriff's Office Report**

- Sgt. Greg Klein of the Linn County Sheriff's Department presented an oral review of his report. Mayor Lepin encouraged concerned citizens to phone 541-967-3911 to report suspicious circumstances. He stated community involvement will help decrease criminal activity. Sgt. Klein said the city is billed for hours if a citation or arrest occurs within the city even though the original car chase, etc.... may have begun outside the city. Billing is attributed to the address of the arrest.

**Public Comments:**

- A citizen wondered why public comments aren't at the beginning and the end of the meeting. Mayor Lepin said future meetings will hold public comment at the beginning and end of the council meeting. There was concern about trash occurring at the new housing project off of Nehalem. Mayor Lepin said city staff will investigate.

**Old Business:**

- Mayor Lepin addressed the audience and narrated a slide show regarding city owned property. He spoke about the reload facility and the benefits of exploring the possibility of marketing some of the cities property in conjunction with AMEDC (Albany / Millersburg Economic Development Corp.). Mayor Lepin and other councilors answered questions from the audience regarding this possibility. Mayor Lepin spoke about the necessity of having representation with AMEDC during the process of developing the reload facility and surrounding properties. Included in the discussion was the need to dedicate properties for a fire station, park, school and some level of retail. The audience encouraged the Councilors to seek further input from city residents before committing to the sale of any property. Some of the residents suggested keeping the city rural while others said they wanted additional businesses to be developed and located in the city. Scott Cowen motioned, seconded by Don Miller, to approve Resolution 2017-23, authorizing the mayor and the alternate council representative to partner with AMEDC on the development of the project. Motion passed unanimously.
- Scott Cowen motioned, seconded by Don Miller, to approve Resolution 2017-24, authorizing the mayor and the alternate council member to develop a conceptual plan for marketing City owned property with the reload project. Discussion occurred among the Councilors and the audience. Motion passed unanimously. The mayor committed to provide progress updates and seek input while also working with the Planning Commission throughout the process.
- Scott McPhee presented a report from the Park's Committee. He stated some conceptual plans have been developed. He further stated a survey will soon be conducted with the city residents regarding various park projects and seeking further ideas pertaining to the parks. He stated the goal is to have the softball field project completed by Spring 2018.
- Janelle Booth reported on the Morningstar lift station project. It is progressing and the new pumps are now operational.

**New Business:**

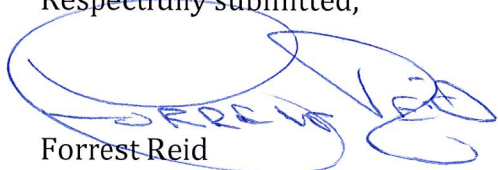
- Parker Lane Petition. Mayor Lepin acknowledged receiving a petition from residents on Parker Lane relative to prior discussions about the upgrade of Parker Lane. He said additional information must be obtained for the council to consider. Discussion of this petition is postponed until the December council meeting.
- Janelle gave an overview of the water master plan document. She stated it must be submitted to the State of Oregon for approval. Janelle encouraged the councilors to provide her with comments of various details of the report. She will resubmit the report to the council after making needed changes to the report.

**Public Comment:**

- Council informed the audience the next phase of Becker Ridge is scheduled to begin in Spring 2018. There was a question from the audience regarding the August 2017 city manager evaluation. Mayor Lepin stated that meeting became an evaluation as to how to increase communication between the council and manager. Mayor Lepin commented that the city is running well and there are many projects on the horizon. There was a question regarding the public records request and the process. Mayor Lepin stated there is a process in place and the city intends to follow that process. Kevin Kreitman stated the city is in talks with city of Albany officials regarding establishing emergency fire services coverage in Millersburg. Don Miller announced development of sidewalks beginning near the railroad trestle on Old Salem and progressing towards Albany. Bridge work may begin within the month on the Old Salem bridge located near ATI. Scott McPhee stated he is seeing more dogs off leash in the park. Scott McPhee stated the Council may need to revisit the leash issue in the park and enforcement options. Scott Cowen questioned the drainage issue on Becker Ridge. Janelle stated that everything seems to be going well with the drainage issue. A citizen expressed concern about the detention ponds overflowing and whether fencing will be installed. There was general discussion about this issue, which will continue in a staff meeting this Friday.

**Adjourned:** 9:10 PM

Respectfully submitted,



Forrest Reid  
Millersburg City Attorney