



Approved 5/8/18

### Special City Council Meeting Minutes

City Hall  
4222 NE Old Salem Road  
Albany, OR 97321  
April 23, 2018  
6:30 p.m.

A. CALL TO ORDER: Called to order by Mayor Lepin at 4:05 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Don Miller, Scott Cowan, Dave Harms,  
Scott McPhee

Councilors Absent: Student Representative Bradley Johnston

Staff Present: Kevin Kreitman, City Manager; Kimberly Wollenburg, City  
Recorder; Janelle Booth, Assistant City Manager/City  
Planner; Forrest Reid, City Attorney

Presenters: None

C. PLEDGE OF ALLEGIANCE

D. CHANGES AND ADDITIONS TO THE AGENDA  
None

E. PUBLIC COMMENT  
None

F. NEW BUSINESS

1) Staffing for Adequate Fire and Emergency Response (SAFER) Grant  
Application Consideration

City Manager, Kevin Kreitman, noted our consideration of this grant was no longer necessary as the City of Albany made the recent decision not to apply for the SAFER Grant

2) Approval of 8 Vendor Payments

Mr. Kreitman briefed the Council on the Council Approval Report of City bills. He noted that most of the presented payments were for monthly bills previously approved by the Council to pay as received. He specifically called out the payment to the City of Albany and explained why it was not presented at the previous meeting. There was a system error so the sewer use

was not reported on time, which resulted in Millersburg receiving the report later than normal. In addition, since this was the first report for new staff to review, there were discussions and questions. Additionally, he called out the missed payment to Morgan CPS. Mayor Lepin noted a correction to the amount for the Linn County Lamb & Wool Festival payment which should be \$10, not \$100.

Action: **Motion to Approve Vendor Payments, as Corrected, made by Scott Cowan, seconded by Scott McPhee**

Councilor Harms asked for clarification on the City of Albany's expenses of over \$200,000 for legal fees. Mr. Kreitman affirmed the charges were correct. Councilor McPhee asked, with respect to water and sewer projects, how voting worked. Mr. Kreitman shared that each March, items are brought to the joint water committee, of which Millersburg is a member, and the committee agrees to projects and budget for the next year.

**Vote on Motion:**

**Mayor Lepin: Aye**  
**Councilor Cowan: Aye**  
**Councilor Harms: Aye**  
**Councilor McPhee: Aye**  
**Councilor Miller: Aye**

G. ADJOURNMENT

Meeting adjourned at 4:20 p.m.

Respectfully submitted:



Kimberly Wollenburg  
City Recorder

Reviewed by:



Kevin Kreitman  
City Manager

Upcoming Meetings:

May 1, 2018 @ 6:00 p.m. – Budget Committee Meeting  
May 10, 2018 @ 6:30 p.m. – City Council Meeting  
May 15, 2018 @ 6:00 p.m. – Planning Commission Meeting  
May 17, 2018 @ 6:00 p.m. – Budget Committee Meeting