



**CITY OF MILLERSBURG
CITY COUNCIL MEETING & PUBLIC HEARING MINUTES**

Millersburg City Hall
4222 NE Old Salem Road, Albany OR 97321
April 14, 2020 @ 6:30 p.m.

A. CALL TO ORDER Mayor Lepin called the meeting to order @ 6:32 p.m.

Chair Lepin and City Manager Kreitman went over the process for the virtual meeting.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms,
Scott McPhee, John Sullivan

Councilors Absent: None

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

Presenters: Linn County Sheriff's Office – Lieutenant Brandon Fountain
Albany Fire Department – Chief Shane Wooten

C. PLEDGE OF ALLEGIANCE

D. CHANGES AND ADDITIONS TO THE AGENDA

E. CONSENT AGENDA

- 1) Approval of February 25, 2020 City Council Work Session Minutes
- 2) Approval of March 10, 2020 City Council Meeting Minutes
- 3) Approval of Amendment to December 10, 2019 City Council Meeting Minutes
- 4) Acceptance of Report on City Accounts Payable

Action: **Motion to Accept Consent Agenda as Shown, made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

F. GUEST PRESENTATIONS

- 1) Linn County Sheriff's Office Report
Lieutenant Brandon Fountain reviewed the March LCSO report.
- 2) Albany Fire Department Quarterly Report
Shane Wooten, Albany Fire Department Chief, provided the quarterly report for January-March 2020. Councilor McPhee asked for an update

regarding the Ambulance Service Area change. City Manager Kreitman said the change is still in process but has slowed due to the pandemic.

G. PUBLIC COMMENT

None

H. COUNCIL MEMBER AND STAFF COMMENTS

1) Website Business Directory

Mayor Lepin addressed the Council regarding the need for the Business Directory feature for the new website offered by Municode and asked for the Council to reconsider approval of this feature. The Council unanimously agreed with the addition with a request to review the feature in a year to see if it is successful and used.

I. CITY MANAGER'S REPORT

1) Project Updates

Assistant City Manager/City Engineer Booth went over the project updates staff report, discussing various projects.

J. CITY ATTORNEY'S REPORT

None

K. UNFINISHED BUSINESS

None

L. NEW BUSINESS

1) Fire Station Architectural Services Contract Award

City Manager Kreitman gave a brief background and reviewed the revised costs.

Action: **Motion to Approve the City Manager to Enter into the Design Services Agreement with Soderstrom Architecture made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin: Aye

Councilor Scott Cowan: Aye

Councilor Dave Harms: Aye

Councilor Scott McPhee: Aye

Councilor John Sullivan: Aye

Motion PASSED: 5/0

2) Parks Master Plan Adoption

Assistant City Manager/City Engineer Booth gave a brief background and presented the staff report. In addition she noted that the projects in the Parks Master Plan would be pulled into the 2020-2021 Budget.

Council had considerable discussion regarding the trails shown in the Parks Master Plan as modified in the March Council meeting. Council also discussed the concern that the alignment of the west extension of Zuhlke Lane is shown as both a future street and trail in the Transportation System Plan, as discussed at the March Council meeting. Councilor Cowan asked

for confirmation that if we required only easements initially, and if we decide not to put the road in, we have right-of-way to change into a trail. Booth confirmed that the document is a guide for the City, but the City is not locked into building on any certain project on any certain schedule and can revise included projects in the future.

Action: **Motion to Adopt the Parks Master Plan, as Written, Resolution 2020-05, and Eliminating the Portion of the Shared Use Path Along Zuhlke Lane Alignment and to Add a Note in the Parks Master Plan that Recommends that the Transportation System Plan be Modified to Reflect the Trails in the Parks Master Plan made by Councilor Scott McPhee; seconded by Councilor John Sullivan.**

Resolution 2020-05

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

M. CLOSING PUBLIC COMMENT

None

N. CLOSING COUNCIL COMMENT

None

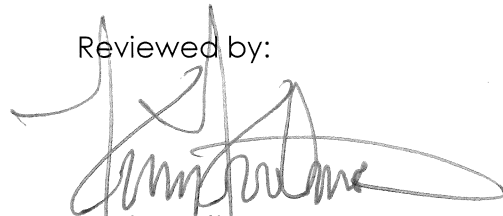
O. ADJOURNMENT. Meeting adjourned at 8:26 p.m.

Respectfully submitted:



Kimberly Wollenburg
City Recorder

Reviewed by:



Kevin Kreitman
City Manager

Upcoming Meetings & Events:

April 21, 2020 @ 6:00 p.m. – Planning Commission Public Hearing
April 28, 2020 @ 4:00 p.m. – City Council Special Meeting/Public Hearing
April 28, 2020 @ 6:00 p.m. – Budget Committee Meeting

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.