

**CITY OF SILVERTON
CITY COUNCIL MINUTES**

Silverton High School Library and Zoom Web Conference Platform

August 2, 2021 6:00 p.m.

I. OPENING CEREMONIES – Call to Order & Roll Call

Mayor Palmer called the meeting to order at 6:00 p.m. The City Council and staff were present through the virtual meeting platform, Zoom. Mayor Palmer explained this meeting is being held through Zoom pursuant to House Bill (HB) 2560.

Present	Absent	
<u> X </u>	<u> </u>	Mayor Kyle Palmer
<u> X </u>	<u> </u>	Council President Jason Freilinger
<u> X </u>	<u> </u>	Jim Sears
<u> X </u>	<u> </u>	Jess Miller
<u> X </u>	<u> </u>	Dana Smith
<u> X </u>	<u> </u>	Elvi Cuellar Sutton (arrived 6:07pm)
<u> X </u>	<u> </u>	Crystal Neideigh

Staff Present:

City Manager, Ron Chandler; Chief of Police, Jim Anglemier; Community Development Director, Jason Gottgetreu; Deputy City Manager/Finance Director, Kathleen Zaragoza; Assistant Finance Director, Sheena Lucht; Assistant to the City Manager/City Clerk, Melissa Molek; Assistant to the City Manager/HR, Simone Stewart; and City Engineer, Bart Stepp.

II. APPROVAL OF MINUTES

Councilor Freilinger made a motion to approve the minutes for the regular meeting held on July 12, 2021 and the work session held on July 19, 2021. Councilor Neideigh seconded the motion. Councilor Smith proposed changes to the July 12, 2021 minutes. The motion passed unanimously with the changes (7-0).

III. OATHS OF OFFICE/PUBLIC RECOGNITION

None.

IV. PUBLIC COMMENT

None.

V. SCHEDULED PRESENTATIONS

5.1 Silverton Chamber of Commerce Monthly Update – Stacy Palmer

Stacy Palmer, Executive Director of the Silverton Chamber of Commerce, provided her monthly update. The Chamber of Commerce re-opened three weeks ago and has been getting a good amount of visitors. Four new members joined the Chamber in June. The Oregon State Association of Garden Clubs will be planting a tree in Old Mill Park. The Silverton Business Group has been meeting in-person, this week they will be at Willamette Valley Bank. The group meets every Wednesday at 8am, all are welcome to attend. The Chamber of Commerce is hosting a "No Cheat" Golf Tournament at Evergreen on August 20, 2021. The cost is \$325 per team of four and includes a golf cart and lunch. Executive Director Palmer requested that the City install banner poles to light posts on McClaine Street so the Chamber can add flower baskets and banners on C Street and McClaine Street. The Chamber is not advocating a mask mandate or anything that would hinder ability of businesses to remain open. Homer Davenport Days will kick off Thursday at 6pm and run through Sunday. First Friday is also happening this week. The Chamber is planning the Goblin Walk for Halloween and Shop Hop for the Holidays to encourage people to shop local. The Hybrid Tree Lighting was well-received last year and that is being planned for the first Friday in December.

5.2 Water System Presentation – Bart Stepp

City Engineer Bart Stepp presented information on the existing water system and projects in progress, including the Silver Creek Intake Project, new Water Treatment Plant, and the Abiqua Intake Project. The Aquifer Storage and Recovery Feasibility Study costs a total of \$30,000 and the City is receiving \$15,000 in grant funds from Oregon Water Resources Department. City Manager Chandler discussed that the loan will have an impact on the 2023 budget. City Engineer Stepp mentioned other needed water projects including Westside Reservoir, additional main crossing at Silver Creek, leak detection, repairs, and water main improvements to reduce water loss to 10% or less.

Councilor Smith asked if it would be realistic to expect that much water to be available in Silver Creek. City Engineer Stepp responded that there will always be plenty of water at this location in terms of water rights.

Councilor Smith asked for clarification on the amount of water loss. City Engineer Stepp stated that the City of Silverton loses about 30%.

City Manager Chandler clarified that currently leak detection is on an as needed basis and not performed regularly. City Engineer Stepp commented that because of the bedrock, some leaks might not be able to be detected.

Councilor Sears expressed concern about the urgency of the project and the City having adequate water supply. Councilor Sears also expressed concern over borrowing money to pay for the projects. He asked City Manager Chandler for a timeline on a discussion. City Manager Chandler said that starting in September staff would have some numbers and details for the Council.

Councilor Smith asked about the leak detection. City Manager Chandler described the current process for leak detection. City Engineer Stepp said listening systems can be used to try to pinpoint a leak.

Councilor Miller asked about funding from external sources and if the City could use those to fund the leak detection process. City Engineer Stepp responded that repairs are not something Economic Development Association would fund and most opportunities are in the form of loans.

VI. PUBLIC HEARINGS – None Scheduled

VII. DISCUSSION/ACTION ITEMS

7.1 Aquionics repairs to the WWTP Ultraviolet Disinfection System

Deputy City Manager/Finance Director, Kathleen Zaragoza, reported that \$10,000 was budgeted for repairs, but \$26,000 is needed.

Councilor Smith asked for an explanation of catastrophic failure. City Manager Chandler will send information to the council tomorrow. City Engineer Stepp explained that one unit is not able to treat water at this time and if the other unit went out, the City would not be able to treat the water.

A motion was made by Councilor Sears to authorize the City Manager to approve the Aquionics repairs to the Wastewater Treatment Plant Ultraviolet Disinfection System in the amount of \$26,525. The motion was seconded by Councilor Sutton. There was no further discussion and the motion passed unanimously (7-0).

7.2 Approve submitting application to BizOregon for a Special Public Works Fund Loan in the amount of \$6.8 Million for the new Water Treatment Plant

City Engineer Stepp explained that the project will include a new Water Treatment Plant and new pipelines. The design is about 60% complete. Outside funding is needed for this project. The City did not receive federal funding. BizOregon has a special public works loan fund and there are funds available. The City is seeking approval to get the process started. It takes about 6 months to get the loan funded. \$9.5 million is needed for the project, and the City could ask for more.

Councilor Smith asked for clarification on the plans. City Engineer Stepp explained that she was looking at the lower level and Reserve Street is at the bottom of the diagram. Councilor Smith asked about ADA access. The facility will not have ADA access to the lower floor, but the top floor will be ADA compliant. Councilor Smith asked about materials finish. City Engineer Stepp said that the outside will be designed to look similar to other houses on Reserve Street. Councilor Smith will be looking at the finishes. City Engineer Stepp will get renderings of the final design.

Councilor Sears asked about the City's ability to support the loan and the impact on water rates. Deputy City Manager/Finance Director Zaragoza stated that discussions are ongoing. City Manager Chandler asked that the Council consider authorizing a maximum amount to borrow. Deputy City Manager/Finance Director Zaragoza said that rate increases did account for some incurrence of debt. Adding \$1 million is within the ability of the water operating fund. The City has the capacity to increase it, but she would not advise going too high. Councilor Sears is in favor of asking for more so that the City has money in reserves for other expenses. Deputy City Manager/Finance Director Zaragoza confirmed that there is no problem increasing the loan amount to \$8.5 million.

Councilor Smith commented that the City should ask for more than it needs. She asked that the City consider the impact on water rates.

Mayor Palmer asked Deputy City Manager/Finance Director Zaragoza how the loan would impact the rate payers. City Engineer Stepp stated that there would not be additional rate adjustment incurred by the rate payers. Deputy City Manager/Finance Director Zaragoza stated that the Council would have to pass a resolution prior to a debt service payment.

Councilor Sears made a motion to authorize the City Manager to submit an application to BizOregon for a Special Public Works Fund Loan in the amount of \$9.5 million for the new water treatment plant. Councilor Freilinger seconded the motion. Councilor Smith expressed reservations at asking for \$9.5 million, citing concerns about passing on debt to future rate payers. She suggested \$8 million. The motion passed with Mayor Palmer and Councilors Neideigh, Freilinger, Miller, and Sears voting yes and Councilors Smith and Sutton voting no (5-2).

VIII. CONSENT ITEMS

None.

IX. APPOINTMENTS TO COMMITTEES AND ADVISORY GROUPS

None scheduled.

X. CITY MANAGER UPDATE

City Manager Chandler said that staff is working on getting the word out about water conservation via Facebook messages, messages with Electronic Billing, local newspaper, and messages with bills. Most people are not aware that the City is asking them to conserve water. The next level mandates water conservation. Staff will mail flyers to Council members, post flyers in various places, use the platforms of presentations (eg. Rotary presentation today, Chamber presentations, etc.). In the long term, staff plans to optimize social media and create more frequent City newsletters in order to raise awareness among City residents. Council discussed other methods of getting the word out.

Mayor Palmer asked about switching to Silver Creek earlier than normal and whether the Water Treatment Supervisor has been able to make contact with the Water Master. City Manager Chandler confirmed that staff has not made contact with the Water Master, but they have tried. Council discussed additional ideas relating to switching the water source.

Councilor Miller made a motion to move to Phase 2 of Water Conservation as described in Resolution 16-31. Councilor Smith objected that she would want a specific delay before the implementation of the next stage. The motion was amended by Councilor Freilinger to include staff increasing messaging immediately and Phase 2 to take effect on August 9, 2021. The amended motion was seconded by Councilor Miller. Councilor Smith asked City Manager if one week was a reasonable time to get the message out. City Manager stated that staff could do some of the messaging in that time frame. The motion passed 6-1 with Mayor Palmer and Councilors Freilinger, Sears, Miller, Smith, and Sutton voting yes and Councilor Neideigh voting no.

XI. COUNCIL COMMUNICATIONS

Councilor Smith welcomed Melissa Molek and Simone Stewart and asked about the timeline for a new Public Works Director. City Manager Chandler responded that interviews are scheduled to take place on Thursday.

Councilor Miller asked for feedback on the Environmental Management Committee Questionnaire. The next meeting is in two weeks.

Councilor Sears requested update about the lights on Jefferson and sidewalk completion on the southeast corner of First and Jefferson. City Manager Chandler responded that state will come take a look at intersection, but not before students return to school. City Engineer Stepp stated that a portion of that area is private property and property owner is asking for more money than the City can give. Oregon Department of Transportation did not have funding that allowed them to purchase right-of-way when they were working on that intersection. City Engineer Stepp will look into the southwest corner of Jefferson. Mayor Palmer will try to work with the property owner on southeast Jefferson.

Councilor Neideigh had nothing to report.

Councilor Sutton asked for tree limb update. City Manager Chandler stated that staff has contacted homeowners. City Manager Chandler requested that Councilor Cuellar Sutton email him a list of streets so that he can ensure all streets have been addressed.

Councilor Freilinger requested updates about City Council Goal Setting. City Manager Chandler is working with League of Oregon Cities. Councilor Freilinger stated that goal setting is usually done in January. Mayor Palmer clarified that goal setting will be for the rest of this elected term. The Advisory

Committee will meet before then to give suggestions. Councilor Freilinger stated that he is looking forward to Davenport Days.

Mayor Palmer thanked the Chamber of Commerce for a great First Citizen event. Homer Days should be normal this year, with minor changes such as fewer booths and more distancing. City Council will attend the Homer Davenport Parade. Mayor Palmer expressed a priority to create pickle ball courts for the community. He will send information to staff.

XII. EXECUTIVE SESSION

Mayor Palmer read the script and the City Council entered into Executive Session under ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. There would be nothing to report publicly after the session concluded.

XIII. ADJOURNMENT

Councilor Smith made a motion to adjourn. Mayor Palmer adjourned the meeting at 8:58p.m.

Respectfully submitted by:

/s/Melissa Molek, Assistant to the City Manager/City Clerk