

**CITY OF SILVERTON
CITY COUNCIL SPECIAL MEETING MINUTES**

Silverton Community Center – Council Chambers – 421 South Water St.

November 19, 2018, 6:00 PM

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Palmer called the meeting to order at 6:00 p.m.

Present	Absent	
<u> X </u>	<u> </u>	Mayor Kyle Palmer
<u> X </u>	<u> </u>	Council President Jason Freiling
<u> X </u>	<u> </u>	Jim Sears
<u> X </u>	<u> </u>	Matt Plummer
<u> X </u>	<u> </u>	Dana Smith
<u> </u>	<u> Excused </u>	Laurie Carter
<u> X </u>	<u> </u>	Rhett Martin

Staff Present:

City Manager, Christy Wurster; Public Works Director, Petra Schuetz; Chief of Police, Jeff Fossholm; Finance Director, Kathleen Zaragoza; Assistant to the City Manager/HR Coordinator, Elizabeth Gray, Account Clerk II, Sheena Kroker, and Assistant to the City Manager/City Clerk, Angela Speier

- II. APPROVAL OF MINUTES** – None submitted
- III. OATHS OF OFFICE/PUBLIC RECOGNITION** – None scheduled
- IV. PUBLIC COMMENTS** – No comments were received.
- V. SCHEDULED PRESENTATIONS** – None scheduled
- VI. PUBLIC HEARINGS** – None scheduled

VII. CONSENT AGENDA

Councilor Smith asked to pull Consent Agenda Item 7.1, authorizing the City Manager to implement a one-time Municipal Court Amnesty Program for further discussion. Councilor Sears asked to pull Consent Agenda Item 7.3, Resolution No. 18-26 supporting acceptance of grant funding from the EDA for the Silver Creek Raw Water Line Project for further discussion.

Councilor Freiling made a motion to approve the Consent Agenda consisting of items 7.2 and 7.4. Councilor Sears seconded the motion. There was no discussion and the motion passed unanimously.

- 7.2 OLCC Liquor License for New Retail Off-Premises (Web and Internet) Sales of Inde' Girls Gift Boxes**
- 7.4 Change order with NorthStar CG, LP for the Civic Center Property Asbestos Abatement and UST Decommissioning and Removal Project**
- 7.1 Authorize the City Manager to implement a one-time Municipal Court Amnesty Program to forgive 50% of outstanding court-ordered traffic and non-traffic citations**

Councilor Smith asked if this program will be for traffic tickets or whether fines placed on utility bills included as well. Finance Director Kathleen Zaragoza indicated that this program would only apply to traffic fines. Nonpayment on utility bills is handled through the lien process. Staff is hoping to collect on the really old traffic fines that have been in existence for over 10 years. Councilor Sears inquired about the \$1.6 million owed to the City for these fines and if there is anything more proactive that staff can do to collect the money. Ms. Zaragoza explained that the City has been working with the Off-Set Program through the Department of Revenue. She also reviewed City programs such as the Fix-it-Ticket and diversion programs that help keep traffic fines down. Mayor Palmer voiced his support for the program.

Councilor Freilinger made a motion to authorize the City Manager to implement a one-time Municipal Court Amnesty Program. Councilor Sears seconded the motion. There was no further discussion and the motion passed unanimously.

7.3 Resolution No. 18-26 – Supporting acceptance of grant funding from the EDA for the Silver Creek Raw Water Line Project and authorizing the City Manager to sign the award

Councilor Sears noted that there are a lot of requirements placed on the City and wanted to ensure that staff is comfortable with the strings attached to the grant. City Manager Christy Wurster has reviewed all the requirements and believes that the City can meet the overall intent of the grant. The City will be contracting with the Mid-Willamette Valley Council of Governments to assist with meeting the federal requirements. Ms. Wurster pointed out that the grant is \$1.15 million and a \$1.15 million match is required. The City's Capital Improvement Program lists the project at \$2.5 million; staff will need to keep an eye on the Water Fund to ensure adequate resources moving forward. Ms. Wurster reviewed the project timeline that requires the start of the project within 15 months. Councilor Sears said that he has always felt that this project is a key component to ensure that the City has sufficient water. He also hopes that staff can look into dredging the reservoir to get back to the original capacity. Public Works Director Petra Schuetz explained that staff is developing a work plan and will present the prioritized projects to Council for feedback at a later date.

Councilor Freilinger made a motion to approve Resolution No. 18-26. Councilor Smith seconded the motion. There was no further discussion and the motion passed unanimously.

VIII. CITY MANAGER UPDATE

City Manager Wurster directed Council to the information regarding the Elected Essentials Workshop hosted by the League of Oregon Cities and asked Council to let staff know if they would like to attend. She reminded Council about the Joint TAC, PAC, and City Council meeting taking place on Monday, November 26, 2018. She invited Council to attend the Annual Staff Holiday Party at the Senior Center on Friday, December 14, 2018. Staff has scheduled Portrait Express to take the annual City Council photo prior to the January 7 City Council meeting. Lastly, she provided an update on the Marion County Board of Commissioners meeting taking place on Wednesday, November 21, 2018.

IX. COUNCIL COMMUNICATIONS

Councilor Plummer gave credit to Community Development Director Jason Gottgetreu for his good work on the weighting of the Transportation System Plan.

Councilor Smith requested reimbursement for the Marion County Master Recycler Class in the amount of \$25.00. There was no Council opposition to the reimbursement.

X. ADJOURNMENT

Councilor Sears made a motion to adjourn the Special Meeting and the meeting adjourned at 6:20 p.m.

Respectfully submitted by:

/s/Angela Speier, Assistant to the City Manager/City Clerk