CANYONVILLE CITY COUNCIL

MEETING MINUTES

**REGULAR SESSION 7:00 P.M.**

**MONDAY, OCTOBER 16th, 2023**

**REGULAR SESSION**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

Mayor Morgan called the meeting to order at 7:00 p.m. and all joined in prayer and the Pledge of Allegiance.

**II. ROLL CALL:**

COUNCIL PRESENT: Mayor Morgan, Councilors Barton, Freeman, Morgan, Mather, O’Sullivan and Suhr

COUNCIL ABSENT: None.

STAFF PRESENT: Administrator/Recorder Bennett, Valerie O’Sullivan

STAFF ABSENT: Finance Deputy Recorder Rogers

**III. AGENDA REVIEW AND/OR ADDITIONS:**

Additions: None

**IV. CONSENT CALENDAR:**

Minutes for 09-18-2023 Regular Council Meeting: **Stand approved.**

**V. REPORTS**

**1.** **Sheriff’s office report**.

This month in Canyonville the Sherriff’s office received 250 calls for service, 23 reports, 5 citations, 12 arrests and 50 traffic stops.

**2. City Administrator Report**

Administrator Bennett thanked Bruce Knowlton for preparing the City Hall planters. The fire department was called out to extinguish the burn pile at City Hall, someone ignited it illegally in the middle of the night.

Staff repaired leaks found on Stanton Park Rd and Frontage Rd. City wide leaf pickup program runs from Nov 1 – Dec 31. Administrator Bennett attended the League of Oregon City’s Administrators Conference in October.

**3. Water and Wastewater Report**

Administrator Bennett will now have staff submit a water and wastewater report to the Council. The Water Plant report includes finished water, metered water, and water loss.

**4. Mayor’s Report**

Mayor Morgan met with Administrator Bennett for an agenda review and to talk about other City issues. Mayor Morgan requested a video call with the city attorney to review items in the employee handbook. Umpqua Prepared workshop scheduled for Oct 24th. Administrator Bennett and Mayor Morgan will attend the Multi-Agency Commission meeting with Representative Christine Goodwin to discuss issues concerning our communities. Mayor Morgan is trying to get the tribe involved in the City’s Veteran’s Day event on Nov 11th. November 21st at 4pm at City Hall Public Workshop for Christmas bulb checking.

**5. Main Street Report**

Canyonville is part of a pilot program to join our Main Street program with Riddle and Myrtle Creek. The library is looking for new Library Board members.

**VI. UNFINISHED COUNCIL BUSINESS**

1. **Canyonville Library – City Hall Renovation Project 2023-2024**

No library report. Administrator Bennett mentioned that the City Hall and Library signs have been hung as well as the new bulletin board.

1. **Public Improvement Project Status**

The city attorney wrote an agreement for the O’Shea water line repair project.

**3. Current Abatements**

On Sept. 19, 202 Administrator Bennett attended the court hearing for the nuisance violation at 123 Pruden Hill. Judge Mayfield found Gene Bailey guilty and fined him. We are now waiting to find out if he will appeal. A second letter was sent to 613 N Main about debris pile. A complaint came in regarding waste spilling out of the ground at Drifters Trailer Park. Within a couple of hours, the spill was cleaned up by the manager of the park. The property at 670 N Main will be receiving a second letter about vehicles and grass.

**VII**. **NEW COUNCIL BUSINESS**

1. **Ordinance No. 664 – amendment to the zoning ordinance for off street parking, zoning violation and fence regulation**

At the Sept 18, 2023, Council meeting the Council held a public hearing regarding the Planning Commission’s recommendations to amend sections of the land use code. The Council adopted the Planning Commission’s recommendations and findings approving the amendments to the Land use section of the Canyonville Municipal Code.

**Councilor Barton moved, and Councilor O’Sullivan seconded a motion to Adopt Ordinance 664 which implements the changes to the Land Use Section of the Canyonville Municipal Code as approved at the September 18, 2023, Council Meeting. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

**2. Change Order for Repair of First Street Water Line**

At a special Council meeting on April 10, 2023, the Council awarded the bid for the repair of the service line for Forest Glen to Gosselin Construction in the amount of $52,760.00. On May 30, 2023, Gosselin Construction entered into a contract with the City to abandon the 4-inch service line for Forest Glen that was leaking. After discovering that sometime prior the line had already been replaced the project changed drastically. Because the water leak was increasing in size the City Engineer suggested that the project be done based on time and materials, both the City and Gosselins agreed.

**Councilor Barton moved, and Councilor Freeman seconded a motion to approve the change order for Gosselin Construction reducing the contract cost to reflect time and materials totaling $28,240.00. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

**3. Water Rate Increase Update**

A Council workshop to discuss the water rate increase will be scheduled for October 30, 2023.

1. **Final Review of Sewer Plant Contract**

Administrator Bennett hit on the high points of what Optimum was able to complete for the closeout and what City staff have been completing since Optimum left. Keith answered questions and reviewed system maintenance and operations.

1. **Abatement of 410 Leland Ave**

Staff received complaints about the property located at 410 Leland Ave. The City Council found that there was sufficient evidence to find that a nuisance existed on subject property.

**Councilor Barton moved, and Councilor Morgan seconded a motion to approve staff to take the necessary steps to have a citation issued for the violation of Chapter 8.040.070B and Chapter 8.24.010 of the Canyonville Municipal Code. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

1. **Abatement of 440 Mill Street**

Staff received complaints on the property located at 440 Mill St alleging that the subject property violates the City code Chapters 8.040.070B and 8.24.010 of the Municipal Code. Staff followed the appropriate steps to notify the property owner of the violation.

**Councilor Barton moved, and Councilor Suhr seconded a motion to approve staff take the necessary steps to have a citation issued for the violation of Chapter 8.040.070B and Chapter 8.24.010 of the Canyonville Municipal Code. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

**VIII. QUESTION AND COMMENTS FROM THE AUDIENCE**

No comments from the audience

**X. ANNOUNCMENTs**

**Council Workshop 10-30-2023 at 6pm**

Council Meeting November 20, 2023

Planning Commission November 6, 2023

**XI. ADJOURNMENT**

**Councilor Barton moved, and Councilor O’Sullivan seconded a motion to adjourn the meeting at 7:45 pm. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

**Meeting adjourned at 7:45 pm**

ATTEST:

Christine Morgan, Mayor

Dawn Bennett, City Administrator/Recorder