

**CANBY CITY COUNCIL
CITY COUNCIL WORK SESSION
April 5, 2017**

Presiding: Mayor Brian Hodson.

Council Present: Tyler Smith, Greg Parker, Traci Hensley, Tim Dale, Tracie Heidt and Sarah Spoon.

Staff Present: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; and Kim Scheafer, City Recorder.

Others Present: Colleen DeShazer, Mobilitie, LLC and Paul Haurer, DirectLink.

Mayor Hodson called the Work Session to order at 6:00 p.m. in the Willow Creek Conference Room.

The Council met in a work session to review telecommunications municipal code language and receive information on wireless communications technology.

Joe Lindsay, City Attorney, said the Code stated that all new telecommunication facilities must go underground unless there was an exception made by Council. The City could collect up to 5% to 7% in franchise fees for telecommunications.

Colleen DeShazer, Mobilitie, showed the Council an example of what the telecommunication attachments to light poles would look like. There was currently not enough infrastructure to support the demand today. This project would solve that current problem and would put in the type of equipment that would support 5G when it was deployed. Demand was expected to increase by 600% by the year 2020. There were no adverse health risks to this technology. The exact locations for the attachments in Canby had not yet been determined.

Councilor Parker said the undergrounding of lines had to do with aesthetics, but he thought this was different from overhead lines and he was in support.

Councilor Smith thought they needed to enable new technologies to come into the City as things would continue to change in the future.

There was discussion regarding creating a height restriction for these attachments, comparing franchises with other telecommunications companies, and how this technology worked.

Paul Haurer, DirectLink, thought this was the future and was more conducive to rural areas where people did not have the cell service capabilities. It was an inexpensive way to get service to those areas. He had no objection to this.

Mr. Lindsay said they could allow an exception for this under the current Code. There was a bigger issue if there were multiple companies that they would need to make exceptions for as well. There was also a franchise agreement that would need to be drafted.

Councilor Spoon thought the Code needed to be updated to address this technology as well as creating a design review process.

Councilor Smith suggested making an exception now, and then looking at the long term changes that needed to be done to the Code and the franchise agreement.

There was consensus to have staff work on the Code and franchise agreement changes to come back to Council in June.

Mayor Hodson adjourned the Work Session at 6:50 p.m.

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 5, 2017**

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Tyler Smith, Greg Parker, Traci Hensley, Tim Dale, Tracie Heidt and Sarah Spoon.

STAFF PRESENT: Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; Irene Green, Library Director; Julie Wehling, Transit Director; and Kim Scheafer, City Recorder.

OTHERS PRESENT: Michelle Poyourow, Donald Perman, DMD, Bob Cornelius, Fire Chief Jim Davis, Don Kingsborough, Terry Mize, Joan Mize, Jim & Eileen Dale, Walt Daniels, Donald Smeback, Dale Hawkins, Judy Zettergren, and Bill & Karyn Fenton.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:30 p.m. in the Council Chambers followed by opening ceremonies.

National Library Week Proclamation – Mayor Hodson read a proclamation proclaiming April 9 - 15, 2017, as National Library Week in Canby. He presented the proclamation to Irene Green, Library Director.

Ms. Green said the new library hours started last week. This was in response to the community's request to have more standardized hours. They would be open an additional seven hours per week. The Food for Fines program would be running April 9-15 where you could get \$1 off your fine for each canned good donated. Numbers were steadily increasing and in March over 18,000 people had visited the library and over 900 attended 48 programs. She spoke about the benefits of the library and how it was a community center that brought resources and programs to the community. She recognized the library staff for their hard work and for working on tagging all of the library materials. She showed the Council how to tag library items.

Grange Month Proclamation – Mayor Hodson read a proclamation proclaiming April 2017 as National Grange Month in Canby. He presented the proclamation to Terry Mize.

Don Kingsborough spoke about the Grange, which had been in the community since 1874. He discussed the dictionary program where the grange donated dictionaries to third graders. The Estacada Springwater Grange was putting on a play on a comedy by Rick Abbott on April 7 and 8. They had done a grange clean up last weekend.

COMMUNICATIONS: None.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: Donald Perman, DMD, handed out pictures to the Council of where his business was located. He had practiced downtown for 15 years and had to move his business by the industrial park as he needed a bigger office and there was nothing available downtown. In 2002, Milgard Windows wanted to come to Canby, but it didn't work out as the Council at that time did not want to grow. He stated that he and Wayne Scott had been responsible for helping to replace members on the Council with ones that would allow Canby to grow. Canby was a central hub to the outer communities. He discussed the lack of commercial property available in the City, and how he had purchased the property where his office was now, built his office, the road, and the cul-de-sac that was attached to the Logging Road Trail. Many people parked their cars in the cul-de-sac to access the Trail. It was meant to be a private road, but it was used every day by the public to access a public park. Another issue was people crossing the railroad tracks to get to Fred Meyer. There needed to be a pedestrian pathway to get over the tracks. There was park property near the Logging Road that was a dump and needed to be cleaned up.

Mayor Hodson agreed there needed to be better public access across the railroad tracks. He thought 3rd Court was a private drive, and he suggested putting up private property signs. Dr. Perman said the Fire Department said nothing would work to keep people from parking there. There needed to be a separate place for people to park. He thought the road could be added to the Urban Renewal District as it was the only access by car to the Logging Road on the south side of town.

Mayor Hodson would take this issue to the Parks and Recreation Advisory Board.

Joe Lindsay, City Attorney, said the private road was not up to City standards and there would be an expense if the City decided to make it a public road. There was a new development going in with a southern access point to the Logging Road and the Council previously wanted to wait and see if the problem was alleviated through that development.

Dr. Perman said the City required him to have the cul-de-sac connected to the Logging Road and a pedestrian pathway there. He thought it was a cop-out to say the street had to be up to a public standard. The road was used daily by the public.

Rick Robinson, City Administrator, said it was City policy not to take over jurisdiction of roads when they were not built to City standards. He did not think the railroad would allow an easement across the tracks for pedestrians. The new development would have access to the Logging Road and there would be parking available there.

There was consensus for Council to discuss this issue further in the future.

Mayor Hodson said they would move New Business up on the Agenda since the presenter needed to leave by 9 p.m.

MAYOR'S BUSINESS: Mayor Hodson said there had been a company that was looking to build a facility in Canby called project Borealis and it had been put on hold since a loan from the Department of Energy had not come through. A community meeting had been held last week regarding the Dalia project. He found it disheartening that they were having problems with vandalism in the new library. Sliding doors had been taken off rollers, and damage had been done in the teen room. A security system

was going to be installed. He asked people to be on the lookout for vandalism.

NEW BUSINESS: Update on Transit Master Plan – Michelle Poyourow, Jarrett Walker + Associates, gave a PowerPoint presentation regarding the survey results for the Transit Master Plan. She discussed the transit service levels and ridership from 2002-2016, ridership relative to cost, who was using each service, public input from 2013, and technical recommendations. They believed CAT could serve the same number of riders and trips on Dial-A-Ride and paratransit at a slightly lower cost by sharing of buses. They could also make the schedule for Route 99 clearer and simpler. The connection with buses to Salem in Woodburn could be made better. The key choice was whether service on intercity routes should be increased or should a local circulator be restored. She explained the alternatives, with Alternative 0 as keeping existing services as they were, Alternative 1 as reestablishing a local fixed route, and Alternative 2 as increasing Route 99 service. She explained the three major sources of guidance, who was at the workshop, who took the computer survey, and workshop and computer survey results. There was significant support for intercity frequency over the local circulator. The number one free-form comment was a request for weekend service. In summary, there was a clear, but not unanimous, support for prioritizing Route 99 frequency over a local circulator and a continuing clamor for weekend service. She asked for interim policy guidance from the Council and the draft plan would be based on that guidance. A Highway 99 corridor study was going to be done by Cherriotics in Salem that would begin soon.

There was discussion regarding the efficiencies of combining Dial-A-Ride and paratransit rides, how the local fixed route would only be a one way route for ten hours a day, and participation in the survey.

There was consensus to have staff and the Transit Advisory Committee come back with a recommendation to the Council. The draft plan would then be written after the Council gave direction.

COUNCILOR COMMENTS & LIAISON REPORTS: Councilor Smith attended the Dalia project meeting. The Fire District approved their Strategic Plan. They were up 345 calls from last year. The District's budget hearing would be held on April 26. The Dr. Davies First Responder Fund would have a Kick Off on July 1. They were looking for donors for the fireworks display. The new medic unit was coming in August. CPR training had been given to 7th and 8th graders. He discussed the State of the County Health Report. Many health problems came from a lack of physical activity.

Councilor Parker said at 1 p.m. on Saturday, April 15, the Bike Hub would be dedicated at the Art Park which was on the corner of Holly and Territorial.

Councilor Hensley said on April 24 Senator Allan Olsen and Representative Bill Kennemer would be having a Town Hall at the American Legion building.

Councilor Dale thanked Chief Davis at the Fire Department for his help in choosing smoke detectors for Councilor Dale's house. He announced smoke detectors over 10 years old should be replaced with a dual sensor detector. Everyone should have a battery powered smoke detector as a back up to hard wired smoke detectors.

Councilor Heidt said the Library Foundation was doing a film series and the next one was April 15. Community member Andy Rivinis was giving a presentation on Travel with a Mission on April 11. The new chair of the Transit Advisory Committee was Walt Daniels. Request for Proposals would be going out for a new operator company as the contract with MV Transportation was expiring. The new surveillance system on the buses was working well. She discussed the Future Chefs culinary competition

program by Sodexo 4th to 6th graders. The Dance Team got 3rd in state recently. The Department of Fish and Wildlife held a free fishing event in Canby last weekend and was holding one in Molalla this weekend.

Councilor Spoon said the Independence Day Committee was still taking applications. They were looking for entertainment options. The SW Canby Neighborhood Association was in need of a secretary. She attended the Dalia meeting and Chamber Lunch. CTV5 was actively seeking people to do original content.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the March 15, 2017 City Council Regular Meeting; appointment of Brian Masterson to the Historic Review Board for a term to end on June 30, 2018; reappointment of Pam Judy to the Historic Review Board for a term to end on June 30, 2020; and the reappointment of Elizabeth Chapin to the Transit Advisory Committee for a term to end on March 31, 2020. Motion was seconded by Councilor Hensley and passed 6-0.

RESOLUTIONS & ORDINANCES: Resolution 1260 – Mayor Hodson said the Council had a Work Session a month ago and made changes to the City Council Values and Goals.

Councilor Smith read the updated Values and Goals.

****Councilor Heidt moved to adopt Resolution 1260, A RESOLUTION ADOPTING THE UPDATED CITY COUNCIL VALUES AND GOALS AND REPEALING RESOLUTION 1171. Motion was seconded by Councilor Spoon and passed 6-0.**

Resolution 1261 – Mr. Robinson said the Department of Environmental Quality required cities to have a plan to use best practices to control the application of fertilizer, herbicides, and pesticides on public property. Adoption of this resolution would meet the requirement of the City to have an IPM plan.

****Councilor Smith moved to adopt Resolution 1261, A RESOLUTION ADOPTING THE CITY OF CANBY PUBLIC WORKS DEPARTMENT INTEGRATED PEST MANAGEMENT (IPM) POLICY AND GUIDELINES. Motion was seconded by Councilor Hensley and passed 6-0.**

Ordinance 1459 – Mr. Robinson said this project included two subcomponents, the Mulino pump station project in the southeast for the SE 13th area and the Willow Creek pump station project in the northeast for the N. Redwood area. The emergency clause allowed construction to begin immediately so service could be provided by the fall of 2017. Six bids had been received, and Canby Excavating was the low bidder. The project would cost \$1,124,473.00. This was above budget and a supplemental transfer request of \$225,000 would be brought back to Council.

****Councilor Hensley moved to approve Ordinance 1459, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CANBY EXCAVATING, INC. FOR THE MULINO AND WILLOW CREEK PUMPING STATION IMPROVEMENTS; AND DECLARING AN EMERGENCY to come up for second reading on April 19, 2017. Motion was seconded by Councilor Heidt and passed 6-0.**

ADMINISTRATOR’S BUSINESS & STAFF REPORTS: None.

CITIZEN INPUT: None.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Adopted Resolution 1260.
3. Adopted Resolution 1261.
4. Approved Ordinance 1459 to come up for second reading on April 19, 2017.

There was no Executive Session.

Mayor Hodson adjourned the Regular Meeting at 9:31 p.m.

Kimberly Scheafer, MMC
City Recorder

Brian Hodson
Mayor

Assisted with Preparation of Minutes - Susan Wood