

**CANBY CITY COUNCIL  
REGULAR MEETING MINUTES  
June 5, 2019**

**PRESIDING:** Council President Tim Dale. Mayor Brian Hodson was absent.

**COUNCIL PRESENT:** Tracie Heidt, Greg Parker, Traci Hensley, Shawn Varwig, and Sarah Spoon.

**STAFF PRESENT:** Rick Robinson, City Administrator; Joseph Lindsay, City Attorney; and Kim Scheafer, City Recorder.

**OTHERS PRESENT:** Tim Stuart, Dylan Ashmore, Steven Dale, Nicholas Gonzalez, Tristan Pajente, Dalton Roush, and Dalton Sherrill, Katherine Christiansen, Tony Crawford, Carol Rosen, David Therndike, Shelly Edmonds-Sherrill, Rick Sherrill, Lynn Dale, Nicole Plop, Jake Taasevigen, and Dawn Depner.

**CALL TO ORDER:** Council President Dale called the Regular Meeting to order at 7:00 p.m. in the Council Chambers followed by the opening ceremonies.

Canby Livability Day Proclamation – Council President Dale read a proclamation proclaiming June 30, 2019 as Canby Livability Day and presented it to Tim Stuart. Mr. Stuart talked about the different cleanup sites they would have in town to get ready for the Fourth of July celebration. Information and sign-ups were on their website.

Council President Dale said Councilor Traci Hensley would be presenting a Citation of Appreciation from the American Legion to twelve high school students who would be going into the military. Certificates were presented to Dylan Ashmore, Steven Dale, Nicholas Gonzalez, Tristan Pajente, Dalton Roush, and Dalton Sherrill, Fire Chief Jim Davis, Paul & Stefani Carlson. Those students not in attendance were Sam Krauss, Thomas Mitchell, Joshua Rowden, Jacob Smith, Athena Yeamans, and Ulises Nunez Zamora.

**COMMUNICATIONS:** None

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS:** None.

**MAYOR'S BUSINESS:** Council President Dale announced the applications for City Manager closed at the end of May and 54 applications had been received. On June 26 the recruiter company would be giving their top recommendations and interviews would be held on July 10.

**COUNCILOR COMMENTS & LIAISON REPORTS:** Councilor Spoon said First Thursday would be tomorrow. Saturday in the Park by Bridging Cultures would be this Saturday. The Canby Independence Day event needed volunteers.

Councilor Varwig attended a meeting with the County and City Attorney regarding the Library District boundary. The Library would be closed on Sundays starting in July.

Fire Chief Jim Davis said they were working on the bond issue projects and securing the land for the north side medical aid station. The seismic update on the main station had been completed. Fireworks donations were up. The map where people could park for the fireworks would be posted on the Fire

District, Chamber, and the City's website. He thanked Officer Murphy and Mead who responded to a traffic accident over Memorial Day weekend and put out a fire in a car before the Fire Department arrived.

Rick Robinson, City Administrator, said the Fire Board would be reviewing a lease in July and the City would review it in August for property that had been identified for the north side station.

Councilor President Dale said the 5% Bonneville Power Administration rate increase hearing would be in October. He thanked City staff for how well the cemetery looked over Memorial Day weekend.

Councilor Hensley thanked the American Legion for allowing her to speak at their ceremony on Memorial Day.

Councilor Parker attended the Chamber luncheon regarding diversity, inclusion, and equality. He also attended the After-Hours at the Chamber. The Bike Rodeo was last weekend and had a big turnout. He attended the last Bridging Cultures event and would be attending this Saturday. The Heritage and Landmark Commission received a \$15,000 grant for a high level review of the City's properties and where historic properties were located.

Councilor Heidt read a statement that she would be resigning from her Council position on July 17. She was working longer hours and missed being with her kids and husband.

**CONSENT AGENDA: \*\*Councilor Hensley moved to adopt the minutes of the May 15, 2019 City Council Regular Meeting; the reappointment of Doug Rykken to the Bike and Pedestrian Committee for a term to expire on June 30, 2022; the reappointment of Scott Sasse to the Parks and Recreation Advisory Board for a term to expire on June 30, 2022; appointment of Judi Jarosh to the Heritage and Landmark Commission for a term to expire on June 30, 2020; New Full On-Premises Liquor License Application for Biscuits Café; and a New Limited On-Premises and Off-Premises Liquor License Application for Wayward Hospitality, LLC. Motion was seconded by Councilor Varwig and passed 6-0.**

**RESOLUTIONS & ORDINANCES:** Ordinance 1507 – Mr. Robinson explained the increases to the contract for the next three years. This would bring back Saturday bus service.

**\*\*Councilor Spoon moved to adopt Ordinance 1507, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE AN AMENDMENT TO ITS CONTRACT WITH MV TRANSPORTATION, INC OF DALLAS, TEXAS FOR PROVIDING TRANSIT OPERATIONS FOR CANBY AREA TRANSIT (CAT); AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Varwig and passed 6-0 on by roll call vote.**

Ordinance 1512 – Mr. Robinson said this was special equipment for pool operations and he explained the cost of the equipment. The new equipment would be installed in September.

**\*\*Councilor Varwig moved to adopt Ordinance 1512, AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH HMS COMMERCIAL SERVICE, INC. FOR HVAC IMPROVEMENTS FOR THE CANBY SWIM CENTER; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Heidt and passed 6-0 by roll call vote.**

Ordinance 1513 – **\*\*Councilor Hensley moved to approve Ordinance 1513, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH HEARD FARMS FOR WASTEWATER SEWAGE SLUDGE REMOVAL, REPEALING ALL OTHER ORDINANCES AUTHORIZING A CONTRACT WITH HEARD FARMS; AND DECLARING AN EMERGENCY to come up for second reading on June 19, 2019. Motion was seconded by Councilor Parker and passed 6-0.**

**NEW BUSINESS:** Kim Scheafer, City Recorder, announced her last day would be June 19. She had accepted a City Clerk position at the City of Lebanon to move closer to family.

The Council thanked Ms. Scheafer for her work.

**CITY ADMINISTRATOR’S BUSINESS & STAFF REPORTS:** Rick Robinson, City Administrator, reminded Council Todd Gary’s retirement party would be on June 11. He thanked Ms. Scheafer for her time with the City and said she would be missed.

Joseph Lindsay, City Attorney, also thanked Ms. Scheafer.

Council President Dale said Mr. Robinson would be appointed as the City Recorder Pro-Tem as the June 19 meeting.

There was consensus to post the vacant Council position tomorrow and to leave the applications open until July 5. Interviews would be held on July 24.

**CITIZEN INPUT:** None.

**ACTION REVIEW:**

1. Approved the Consent Agenda.
2. Adopted Ordinance 1507.
3. Adopted Ordinance 1509.
4. Approved Ordinance 1513 to come up for second reading on June 19, 2019.
5. City Council vacancy notice would be posted.

There was no Executive Session.

Council President Dale adjourned the Regular Meeting at 7:46 p.m.

Rick Robinson  
City Recorder Pro-Tem

Tim Dale  
Council President

Assisted with Preparation of Minutes - Susan Wood