

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
April 15, 2020**

Due to COVID-19 Pandemic, the Mayor and City Councilors attended the meeting virtually. The public was asked to view the meeting live on CTV Channel 5 or YouTube. Seating was available in the Council Chambers in compliance with the Governor's Executive Order regarding social distancing.

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Trygve Berge, Tim Dale, Traci Hensley, Greg Parker, Sarah Spoon, and Shawn Varwig.

STAFF PRESENT: Amanda Zeiber, Interim City Administrator; Joseph Lindsay, City Attorney; Jerry Nelzen, Public Works Lead and Melissa Bisset, City Recorder.

OTHERS PRESENT: None.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:02 p.m.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: It was publically noticed that Council would be attending the meeting virtually. Written comments and input on agenda items were accepted until 3:00 p.m. on Wednesday, April 15th. No comments were received and no one requested to speak.

MAYOR'S BUSINESS: Mayor Hodson shared that on Wednesdays at 5 p.m. there had been briefings by community leaders regarding the COVID-19 Pandemic. There was a new HR support/ admin staff member and two new staff in the Planning Department. Projects were still moving forward. Documents were being signed for the Quiet Zone and Grant Street Arch Projects. Progress was being made with the Splash Pad. There were timelines that may be moving.

Council agreed that there would be a special called meeting with the City Administrator recruitment to take action to continue to move the recruitment process forward.

Mayor Hodson said that there were tremendous strides in flattening the curve and hospitals were keeping up with the demand related to the COVID-19 pandemic. He stated that it was important not to open up too quickly as there could be a relapse. He encouraged the community to be resilient and continue to do what everyone had been doing and being mindful of social distancing.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Spoon thanked City Staff for continuing to move the projects forward. Transit Director Julie Wehling had retired. Councilor Spoon thanked Ms. Wehling for her service and extraordinary work.

Councilor Berge stated that the xpress bill pay system was down.

Councilor Parker had taken a ride on the logging road trail and everyone was being very respectful of one another's space and enjoying the weather. He asked about parks being open and parks maintenance and crews. He stated that there were questions about if City employees were working and receiving pay during the pandemic.

He stated that Ms. Wehling had received millions of dollars in grants and would like to invite Ms. Wehling back and dedicate a bus shelter to her at a ceremony.

Interim City Administrator Amanda Zeiber responded that the City is open despite the buildings being closed. Most staff are working remotely and are available by phone and email. General maintenance such as mowing had not been listed as an essential service. She stated that the City is being mindful of the Governor's Executive stay-at-home orders. If there were specific concerns then they will be addressed. Street sweeping had also not been deemed essential but if it became necessary there was staff prepared to perform the street sweeping. The City was keeping an eye on things to make sure nothing was becoming a public nuisance. Parks were open to pedestrian traffic. Parks crews had been emptying the trash. Restroom facilities and playground equipment were closed. There were concerns about large gatherings at Community Park so the gate was locked to prohibit vehicle access. Community Park was still open for pedestrian traffic. It was noted that the Disc Golf Course was still open as long as people maintained physical distancing.

Council President Dale stated that the Canby Utility Board held their first ever virtual meeting and renewed General Manager Dan Murphy's contract for five years. He thanked the City, Ms. Zeiber and the Fire District for their roles in managing the response to COVID-19. There would be no disconnects or late fees from Canby Utility at the time because of the pandemic. Power consumption was up. Canby Utility would continue to follow the Governor's Executive Order.

Councilor Varwig thanked City Staff for keeping things going noting that it was unprecedented times.

CONSENT AGENDA: **Councilor Dale moved to adopt the minutes of the April 1, 2020 City Council Work Session and Regular Meeting. Motion was seconded by Councilor Hensley and passed 6-0.

ORDINANCES

Ordinance No. 1523: An Ordinance Amending Canby Municipal Code Chapter 8.16: Fire Prevention Code. *(First Reading)*

City Attorney Joseph Lindsay explained that there were old date references in the code. The dates would be removed so that as new updates were made to fire code, it would be able to take place without having to make changes. As time moves on the most update to date best practices would be used.

****Councilor Varwig moved to adopt Ordinance 1523, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE CHAPTER 8.16: FIRE PREVENTION CODE to come up for a second reading on May 6, 2020. Motion was seconded by Councilor Hensley and passed 6-0 on first reading.**

Ordinance No. 1524: An Ordinance authorizing the City Administrator to execute a contract with R.L. Reimers Company for the 2020 Wastewater Treatment Plant Primary Clarifier Improvement Project; and declaring an emergency. *(First Reading)*

Ms. Zeiber explained that the Primary Clarifier Project was listed for the next phased improvement to the Wastewater Treatment Facility. It had been identified in the Master Plan and would provide additional capacity and redundancy in the Plant. The Project was advertised and eight bids were received. The bids came in a little higher than expected and staff made some revisions with the Engineer during the design process and evaluated items that did not need to be addressed right away. R.L. Reimers was the winning bid and was a Canby company. The emergency clause was added because it was about safety and welfare and there were long lead times that Staff was concerned with.

****Councilor Hensley moved to adopt Ordinance 1524, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH R.L. REIMERS COMPANY FOR THE 2020 WASTEWATER TREATMENT PLANT PRIMARY CLARIFIER IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY to come up for a second reading on May 6, 2020. Motion was seconded by Councilor Spoon and passed 6-0 on first reading.**

Ordinance No. 1525: An Ordinance authorizing the City Administrator to execute a contract with Curran-Mcleod, Inc. Consulting Engineers for Engineering Services to complete improvements to South Ivy Street Sanitary Sewer Collection System; and declaring an emergency. *(First Reading)*

Public Works Lead Jerry Nelzen explained that Ordinance 1525 had the emergency clause as it was a full sewer rehabilitation on a sixty year system. It was in the Master Plan. It was

important to complete the project and get out of the way so that the County and Canby Utility could get in to do their part of the project.

Councilor Parker asked if it meant that the road would not need to be dug up twice for the project. Mr. Nelzen stated that it would only be dug up once. All of the sewer would be repaired and not need to be dug up for a long time.

Discussion ensued regarding power poles. It would be a clean project when it was done.

Councilor Parker stated that it was a legacy project. It was a personal project for Councilor Parker. He stated that the reason he ran for City Council was that there were not sidewalks on Ivy when he first moved to town. He thought that the power should go underground and it was the right thing to do.

Discussion ensued regarding getting the power lines underground.

****Councilor Hensley moved to adopt Ordinance 1525, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURRAN-MCLEOD, INC. CONSULTING ENGINEERS FOR ENGINEERING SERVICES TO COMPLETE IMPROVEMENTS TO SOUTH IVY STREET SANITARY SEWER COLLECTION SYSTEM; AND DECLARING AN EMERGENCY to come up for a second reading on May 6, 2020. Motion was seconded by Councilor Spoon and passed 6-0 on first reading.**

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Interim City Administrator Amanda Zeiber thanked City Staff for continuing to adapt to the new way of doing business. She appreciated how everyone was working together. She thanked Community partners for the unified EOC and watching everyone come together had been amazing to see.

Mayor Hodson thanked Ms. Zeiber for her tremendous leadership and keeping everything on track.

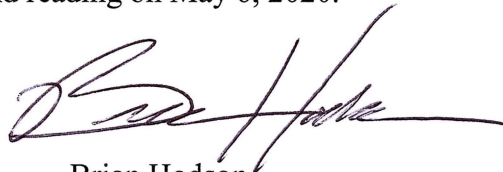
ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved Ordinance 1523 to come up for second reading on May 6, 2020.
3. Approved Ordinance 1524 to come up for second reading on May 6, 2020.
4. Approved Ordinance 1525 to come up for second reading on May 6, 2020.

The meeting adjourned at 7:46 p.m.



Melissa Bisset, CMC
City Recorder



Brian Hodson
Mayor