



## Harrisburg City Council Minutes May 9, 2018

The Harrisburg City Council met on this date at 6:30pm at the Harrisburg Senior Center, located at 354 Smith St. Presiding was Mayor Robert Duncan. Also present were as follows:

- Kimberly Downey
- Robert Boese
- Sarah Puls
- John Loshbaugh
- Adam Keaton
- Youth Advisor Sarah Isom
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Finance Officer Tim Gaines

Absent this evening was Councilor Mike Caughey.

### The matter of Approving the Consent List

- Puls **motioned to remove Consent List Item No. 3 from the Consent List. She was seconded** by Downey, and the **City Council voted unanimously to approve the removal of item No. 3 from the consent list.**
- Cassandra Barney was present this evening, with her husband and child tonight. The mayor was appointing her to the Library Board. She was looking forward to serving on the board; she loved books, and libraries, and was hoping to help to improve literacy in the community. Her husband works in Halsey, which makes Harrisburg a great location for them.
- Latta thought she would be a great addition; he warned her that she will probably be made the chair. He thinks she'll be great.
- Puls then **motioned to confirm the appointment of Cassandra Barney to serve on the Library Board for a term tending June 30, 2021.** Downey **seconded her motion, and the City Council voted unanimously to confirm the appointment of Cassandra Barney to the library board.**
- Puls then **motioned to approve the Consent List, and was seconded** by Downey. **The City Council then voted unanimously to approve the Consent List. The Adoption of the Consent List approved the following:**
  - **The payment of the April 2018 bills.**

- **The Minutes of March 28, 2018 and April 11, 2018.**

The matter of a Discussion with Other Agencies

Sergeant Greg Klein was present this evening, and summarized the monthly report from April 2018. One call of interest in the bulletin of calls was that the person responsible for the gun that was left in the skatepark was also the person who came to EZ Stop on the 23<sup>rd</sup>. In this case, he had another firearm. He started out near the skate park, and was talking about the gun he was openly carrying. He then went to the EZ Stop, and alarmed everyone. Employees emptied the store of customers, and locked him out. Junction City police came over, and ended up arresting him. The issue went to the DA, who also had another charge tacked on to it, for incident in the park. He was charged with disorderly conduct, and for endangering others.

- Mayor Duncan asked if it was an open, or concealed gun carry.
- Sergeant Klein said that it was open carry, to his knowledge. He seized both firearms. He has lived here in Harrisburg, but his residence is also in Eugene; he's somewhat transient.
- Mayor Duncan asked if he does have a concealed carry license?
- Sergeant Klein said that they didn't think so. He's not telling at this point. We are hoping that with this crime, that he won't get those guns back.

Keaton had seen a couple of names that he had thought would need to be redacted. Sergeant Klein said that if its an arrest, then it's a public record, and the name is included. Keaton wasn't sure if on a couple of these, it there was an arrest or not. Sergeant Klein said that he would go through and check on their redaction. Boese asked what happens to firearms if they are kept, and the person is found to have committed the crime? Sergeant Klein told him that they would be destroyed. Boese asked what would they do if the guns had serial numbers? Sergeant Klein said that they'll try to trace it through the ATF. (Alcohol, Tobacco & Firearms). The ATF thinks that a person sold him that person that revolver; it's not stolen that we know of. If they come back not belonging to anyone, then they need to be destroyed. They might run another ATF trace on it, as part of the court process. Boese didn't know that they destroyed them. Sergeant Klein said that if they don't want them back, or it can't go back, then we destroy them. There are some that the office is allowed to sell, but there is a legal civil process we go through.

Sergeant Klein added that they will be moving in to the new substation on Friday. Latta has been great, and has been very cooperative. He was looking forward to getting rid of the old metal desks; they will get the electric ones that go up and down to replace them. Latta commented that they move in tomorrow, but Friday is the main date. Our electrician has some final touches to make, but it's ready to go. Our staff did a good job with the middle of the wall. Sergeant Klein said that we had court today; it was a little exciting. Lori did a great job of organizing everything. We had to move the Municipal Court down to the fire station. Mayor Duncan asked when the remodel would be done? Latta told him it's a realistic timeline to look at the end of the year. He asked Branch Engineering to have the plans for the building permit done by end of the month. When we send those to the county, then we can also go out for the RFP. Hopefully, everything will coincide to get started when we get the permit back. He think's we'll probably start the construction at the end of the summer.

The matter of Approving Resolution No. 1185, “A RESOLUTION OF THE CITY OF HARRISBURG, OREGON, AUTHORIZING INTER-FUND BORROWING AND INTERFUND LOANS DURING THE 2018-2019 FISCAL YEAR.”

**Staff Report:** Gaines put this together, which will mainly cover short term loans. He did some research, and a lot of places do this every year. This will cover the next fiscal year. We still have to come to Council to do this, but we are required to adopt the procedure via resolution. If we have a funding emergency or something, we can borrow from our own funds.

- Keaton asked if Council would be notified about the need to do this, and Gaines told him that yes, we would need to notify you before the borrowing was done.
- Puls **motioned to approve Resolution No. 1185, “A RESOLUTION OF THE CITY OF HARRISBURG, OREGON, AUTHORIZING INTER-FUND BORROWING AND INTER-FUND LOANS DURING THE 2018-2019 FISCAL YEAR.”** She was seconded by both Downey and Loshbaugh at the same time, and the **City Council voted unanimously to approve Resolution No. 1185, allowing inter-fund borrowing and loans in the next fiscal year.**

The matter of Approving Resolution No. 1186, “A RESOLUTION APPROPRIATING FUNDS FROM WILLAMETTE VALLEY VISTOR’S ASSOCIATION IN CONJUNCTION WITH THE PACIFIC NORTHWEST MARATHON.”

**Staff Report:** Gaines said that this resolution was to set the appropriations for the grant that was written. We will be the fiscal agent for this, which only requires that we cut checks when needed. There is no grant monitoring; just administrative actions.

- Latta noted that David Cragun was here to talk about the Pacific Northwest Marathon.
- Cragun said that they are already marketing the program, and have been getting applications. He’d like to thank Brian again for working with him on the grant application. The race will start in Coburg, and will end up in Harrisburg. There are routes within the marathon route for both the 5k and 10k portions, for those not running the Marathon. There are people coming in from all over the world for this, including some from South Africa. However, most will be from neighboring states.
- Latta said that he can help make connections for places to stay nearby, etc. The resort has 20 rooms, and the RV Park. He had a phone conversation with Linn County Parks, who had called, because Commissioner Nyquist had contacted them. They are interested in helping us create a path to the 100-acre park for a future finishing spot for the marathon. They said that they could help with that, which would be great for us. There is lots of interest in us getting a path that can go underneath the tracks. All we have to do is to acquire the land, or easement, and start building.
- Raande Loshbaugh asked what the plan was for the school?
- Cragun said that Harrisburg will get the finish village. There will be sponsors, tents, food, etc. There will be some special people who worked on that. Most of the transportation needs will be before the events, although some people will park here, or will bus here. There might be some busing to our resort as well.
- Raande Loshbaugh was interested in how everything will work. Year’s ago, we used to host the special Olympics for our area here. This event will be much larger.

- Cragun said that there will be about 800 participants this year. He said that we will need lots of food, if someone has interest in that.
- Boese asked what day of the week would they be doing this on?
- Cragun told him Saturday. It's a marathon, half marathon, 10k and 5K. The smaller distances are for people to get moving, where perhaps the longer distances aren't attainable. He said that the non-profit that is part of this event is 'Council Kicks'. It's about educating people in what Baby is doing. They've agreed to provide a large number of volunteers. Farms might benefit in some ways, if they'd like to come out and share produce stands, etc.
- Latta said that there are lots of things to talk about. The Portland marathon was cancelled, so this takes its place.
- Cragun agreed, and said it was an organizational thing. They are dissolving the organization. He talked to his friend there who told him that the city is possibly taking that over, but he also told him to start expanding our marketing here, to fill in the gap. There are specific discounts for people who normally ran in the Portland marathon; and this event is one that can qualify someone to run in the Boston Marathon. It's clearer and is an easy to follow route.
- Boese asked if we could put up a display at City Hall.
- Cragun said possibly. This will end at the high school. The majority of the runners will be from Portland, Eugene and Corvallis. They have social media, that reaches about 3,000 people a week. If you use yours as well, we'll complement each other.
- Latta said that he can build a web page for this on our website, and connect it to theirs. Anything you have, we can generate on ours. He noted that obviously, this project struck a chord with the Willamette Valley Visitors Association, as they fully funded it as a valuable project. It's a good project that is a partnership between the school, and the marathon.
- Downey **motioned to approve Resolution No. 1186, "A RESOLUTION APPROPRIATING FUNDS FROM WILLAMETTE VALLEY VISITOR'S ASSOCIATION IN CONJUNCTION WITH THE PACIFIC NORTHWEST MARATHON."** Keaton **seconded the motion and the City Council voted unanimously to approve Resolution No. 1186, and thereby, appropriating funds from the WVVA to support the Marathon in this fiscal year.**

The matter of Approving Resolution No. 1187, "A RESOLUTION APPROVING A \$2.00 PER MONTH RATE INCREASE FOR SOLID WASTE MANAGEMENT SERVICES PROVIDED BY REPUBLIC SERVICES AND ESTABLISHING AN EFFECTIVE DATE."

**Staff Report:** Latta said that this was a follow up to previous actions, in which if we would like Republic Services to continue to offer recycling, that it costs them an additional \$2 a month increase on general services.

Mayor Duncan thought it was a major bummer, and Keaton added that this is part of his previous report. China is now raising their standards for recycling. Ten to fifteen percent of what we gave them was actually just garbage. That's a huge quantity, of ton's and ton's of garbage. Only 2% of what you recycle is allowed to be dirty. Latta added that's the US standard, that only 2% of what you recycle is allowed to be dirty. Donna Duncan, in the

audience, asked how people know what they can put in the recycling bin? Latta told her that we have information on the website, plus it's on Facebook. He thinks Republic Services is sending out in their bills too, and it might also be their website. It's going to take a long time to get the message across. Ultimately, if we can get it down to 2%, then we can recycle and process our own recycling here. That means we don't send the recycling to China; instead, it keeps jobs here in the United States. Gaines hoped if that happened, then maybe we could have a 2% decrease in rates. Downey agreed, it would be nice to see rates go down for once.

- Downey motioned to approve Resolution No. 1187, **'A RESOLUTION APPROVING A \$2.00 PER MONTH RATE INCREASE FOR SOLID WASTE MANAGEMENT SERVICES PROVIDED BY REPUBLIC SERVICES, AND ESTABLISHING AN EFFECTIVE DATE.'** Keaton seconded the motion, and the City Council voted unanimously to approve the rate increase for Republic Services by \$2.00 per month.

The matter of Approving Resolution No. 1188, "A RESOLUTION EXTENDING THE CITY OF HARRISBURG'S WORKER'S COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF HARRISBURG FOR THE POLICY YEAR 2018-2019."

- Downey motioned to approve Resolution No. 1188, **"A RESOLUTION EXTENDING THE CITY OF HARRISBURG'S WORKER'S COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF HARRISBURG FOR THE POLICY YEAR 2018-2019."** She was seconded by Boese, and the City Council voted unanimously to approve Resolution No. 1188, and thereby extending Worker's Compensation to Volunteers of the City of Harrisburg for FY 2018-2019.

The matter of Approving Resolution No. 1189, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, POLICY NO. 107 HIRING POLICIES; POLICY NO. 139 CONFIDENTIAL CITY INFORMATION; APPENDIX A, NEW EMPLOYEE ORIENTATION CHECKLIST AND APPENDIX E, EXIT INTERVIEW FORM."

**Staff Report:** Eldridge reported that these changes were security requirements for Municipal Court, due to our access to LEDS. (Law Enforcement Database System) There was a security requirement for newly hired employees, a change to the orientation process to notify employees of the fingerprinting and security requirements, as well as an update to the Internal hiring policy that the City has. In addition, there was a policy in relation to confidential city information that showed that we would criminally prosecute someone who accessed LEDS without a valid reason, and finally, changes to the Exit Interview form. The changes to checklists and the exit interview form were to remind city staff of the follow-up required by access, and removing access to the LEDS systems.

- Latta added that all employees know that we must do fingerprinting, and pass criminal background checks. There were a few who didn't meet requirements, and we are required to restrict their access to City hall; they can't be there without being escorted, including on the weekends. We also lock certain doors, are installing keyed openings to the storage room holding the server that accesses CJIS (Criminal Justice Information Systems), and Lori's office, due to the main access terminal being in this location.
- Boese asked if something happened to you, how would the city know about it?

- Downey said that anything and everything is reported to the LEDS system.
- Raande Loshbaugh (who used to work for Linn County Mail), said that they had only one person in Albany who was responsible for security.
- Latta said that there were some safeguards, in relation to most employees. All of Public works employees have CDL's, so we would automatically get notified. But that wouldn't cover something happening on an employee's own time.
- Puls said that we should automatically get notified if there was something wrong, such as if an employee got 4 speeding tickets over a weekend. That should happen automatically with government owned vehicles.
- Latta said that if he was in his own vehicle, then it won't be reported to the employer. For instance if he were to get a DUI, then Harrisburg wouldn't automatically know about it.
- Downey then **motioned to approve Resolution No. 1189, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL, POLICY NO. 107 HIRING POLICIES; POLICY NO. 139 CONFIDENTIAL CITY INFORMATION; APPENDIX A, NEW EMPLOYEE ORIENTATION CHECKLIST AND APPENDIX E, EXIT INTERVIEW FORM."** She was **seconded by Puls, and the City Council voted unanimously to approve Resolution no. 1189.**

The matter of proclaiming May 2018 as Mental Health Month.

**Mayoral Proclamation:** Mayor Duncan read aloud the proclamation as stated in agenda.

- Dick Knowles is Chairperson of the Linn County Mental Health Advisory Board. He gave an overview of mental health training, and resources that they can access. Almost 1,000 people in Linn County have taken their course. Harrisburg is kind of dear to him, because we were some of the first to stand behind the Mental Health Month concept. He encouraged people from Harrisburg to get appointed to his committee. He's been doing this for 20 years. We are important to the movement, and to making things better.
- Boese asked how many people in Harrisburg are qualified to deal with mental health emergencies? Are there names of certain people that we can get a hold of who have been trained.
- Knowles told him you take the training in order to learn how to handle a problem on your own. The schools and the sheriff's office have a fundamental base of people who have been trained. The Sheriff's office in particular has 12 to 18 people learning about mental first aid. That way, when they go out, they are more comfortable dealing with it. The training course is to make people comfortable dealing with people who have mental illnesses; it's not training anyone to do this for a living. We want people to be comfortable reaching out to others, especially when dealing with youth. He had some additional handouts that he provided to Council. (Please see Addendum No. 1)
- Mayor Duncan told him how much we appreciate you. Everyone working in mental health care is unsung heroes. Giving police officers another tool to de-escalate people in crisis, and more knowing what to look for in the schools, is vitally important to our community. He thanked Knowles for coming to Council, and raising awareness about mental health.

The matter of hearing a Report from H.A.R.T. Community Center Executive Director Maggie Cooley.

H.A.R.T. Community Center Executive Director Maggie Cooley, Josh Ressler, Chairperson of the HART Board were both present this evening. H.A.R.T. has been going strong since 1998; we are asking the City to continue to help them with a \$15,000 contribution. We do a lot of things for our community: They have 6 new computers, plus four for their own use; that's the most they've ever had, due to a grant from Wells Fargo. They have free WIFI, and can provide copies, or use of their fax machines, etc., for a low fee. They now have extended hours, so those people who get off work later can still use their services. They have a strong volunteer base that allows them to stay open on Friday's. They are still providing summer camps too.

- Mayor Duncan asked her how many students you have in outreach.
- Cooley said it's dependent upon the type of camp; but typically 10 to 15 kids. If they had more volunteers, they could have more kids in the camps. There are a lot of parents who want their kids to be in camp. One of their most popular camps won't be there this summer, unfortunately. The survivor one and two camps, that ends with overnight camping, is derailed due to the instructor having back surgery. It will be back in the future, however. They've brought back community Bingo too, which they hold at Harrisburg Elementary School. Part of their goals are to bring something fun that involves community back to town. They have a monthly event, whether it's Bingo, or a Community night out, or something fun people can do.

The dental van is one of their biggest needs; it's here twice a year, and serves people who don't have insurance. They will have preschool again too. They have a parent co-op, if a parent can't pay for the classes. People can pay, and still help out too! They also hold a 'Together' class, which is a ten week course, held 2 times a year, fall and spring, for ten weeks. It's a learning experience that teaches kids to love books and reading, with parents and caregivers, that gives them a way to be getting to know books, and understanding early learning. Their mission is to provide opportunities for individuals and families to be healthy and connected in order to create a stronger

- Boese noticed that they were at the 20<sup>th</sup> year, were they going to do something special?
- Cooley would like something that is commemorative.
- Downey asked if Peggy Purkerson would come?
- Cooley thought so; she is one of her mentors. They might do something with past pre-school teachers too, and students. She learned from the finest.
- Mayor Duncan, this kind of thing closes the cracks, those kids are taken care of. Lots of people over the last 20 years; have appreciated all of your work, and the presence of H.A.R.T. in our community. What you do, and the amount of resources you have is outstanding. We are proud of you guys, and always have been. Peggy was a hard act to follow, and Maggie is doing well in her place.

The matter of Approving a Parade Permit for the Harrisburg Festival and Events Association 4<sup>th</sup> of July.

- Downey **motioned to approve the parade permit for the 4<sup>th</sup> of July parade, and was seconded** by both Loshbaugh and Puls. **The City Council then voted unanimously to approve the parade Permit for the Harrisburg Festival and Events Association 4 of July Parade.**
- Eldridge added that the grand marshal this year was Merlin 'Red' Crabb.

**Others:**

Goodbye to Councilor John Loshbaugh:

Mayor Duncan would like to recognize our esteemed City Councilor John Loshbaugh; John is finally and actually retiring. He loves doing this kind of thing...it's actually the 2<sup>nd</sup> time now he's done it with John. He asked himself seriously, what has he not done? It's somebody that holds the mantle for longest serving public servant in Harrisburg. Mayor Duncan told John that there weren't enough words to tell him what he means to the Harrisburg community. People like Harvey Nokes, and John Loshbaugh, were his father figures when it came to his position on Council. They showed us the ropes. He presented the plaque, and thanked John for his service, for the 2<sup>nd</sup> time around.

- Latta commented that you'll see the old chairs are still here, but at the next meeting, we'll bring the black padded chairs here, where we'll permanently leave them for the seniors.

Council Meeting nights discussion

- Latta said that both the Mayor and Councilor Downey have stated in the past, that they have Church meetings on Wednesday nights that they'd like to go to. Right now, the Mayor is looking to appoint someone new to replace John, but several of those candidates have a conflict with Wednesday night obligations. He (Latta) told the Mayor that we don't need to meet on a Wednesday. Technically, the resolution states that, and we can change the resolution. If you want to change to Tuesdays, for example, you already have the Planning Commission being held on 3<sup>rd</sup> Tuesdays. Council could be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays, as an example.

Boese, Downey and Puls all preferred Tuesdays. Keaton said Tuesday would work for him too. Thursday's weren't very good, and Downey definitely couldn't meet on Thursdays. Downey asked if we should wait for Mike to return before making a decision. Latta told her you don't need to make an official decision tonight. There isn't a lot of work involved to make it happen. Mayor Duncan wants to hear from Mike before making any actual changes. Puls added that we shouldn't look at Thursdays, as that is when the CWCOG meetings are held on. Latta said that he would bring in the resolution with a blank for the day of the week and we would discuss it at the next meeting.



### City Grants in Progress:

- Latta told Council that he was above his head in deep grant writing right now. He thinks the TGM (Transportation and Growth Management) grant is something that we can actually get this this year.
- Keaton commented that he's getting skills in being a grant writer.
- Latta added that our TSP (Transportation System Plan) is old, and doesn't address some issues, like commerce related to trains, or the removal of the river, etc. Some numbers are still in there from 1904! That's due the first week of June. They are also working on a Safe Routes to School grant, which is funded by the state. He's working with CWCOG and the School on this project, so that we can have a sidewalk between Diamond Hill Road, and Territorial St on 9<sup>th</sup> St. That would include curb, gutter and sidewalks. There are a whole lot of people on the north side of town, and we don't have good school routes. Under that amount of money, there is a 40% match on that grant, which is insane. We hope during legislative rules that they'll be making that drop to 20%. If they don't though, he thinks that project is worthy of the use of SDC transportation dollars.
- Boese liked anything that can help take the burden off of the homeowner.
- Latta told him that was correct, he would use SDC's, and we would only pay 40% for that project as a City. That grant is not due until the fall. The last grant he's applying for is the BUILD grant. That used to be called a TIGER grant. It's a federal grant program that's been around for a long time. The first year, they gave \$1.5 billion away. Every year, they've given millions, but it's been less significant. This year, the original \$1.5 billion is back again. This year, 30% of those grant funds must go to rural communities, and there is equity built into how it applies. Mill City was successful with this grant last year. He spoke to that person about ideas; they told him that the funders want to see economic benefits, safety, etc. being emphasized. The deadline is July 19<sup>th</sup>, and you can't ask for more than \$25 million. On his list so far is to connect Sommerville Loop to Sommerville Ave; that bisects industrial property, making it shovel ready, which is really attractive for those two pieces, and it also allows street access with Knife River. He thinks that they will say yes to that. In addition, that would help to pull traffic off of LaSalle St and the highway. Another idea he has is to construct ADA sidewalks, and streets west of Hwy 99, from Territorial down to Fountain. There are other streets that need resurfacing, and don't have sidewalks there too. The new ADA ramps that are being required are not liked by many cities, but the Feds do like that, so we are counting on that. None of this will take anything away from HRA dollars, where we are already investing \$2.5 million in our downtown streets. That helps us complete things such as burying utility lines, etc., to make it really look nice. The 3<sup>rd</sup> project on the list, because he's still not over \$25 million, is to redo 4<sup>th</sup> street from Smith to LaSalle, making it from a two way, to one way on each side of the rail line. In addition, we have the 100 acre park, that includes a multi-use path from 6<sup>th</sup> St. to the park, and the roads in the park can also be part of that project. The last one, is to create a boat ramp, whether it's at this location, or a new one. That's the BUILD Grant.
- Mayor Duncan commented that the county will be involved with the park too.

- Latta said that he would need to pull everything together by the 19<sup>th</sup> of July. That includes all of the commitment letters he needs from other agencies, the information he gathered when we applied for the grant with the boat ramp, the substantial work we did on 4<sup>th</sup> St, in terms of street engineering, etc. He spoke with Chuck Knowles, the Linn County Engineer, and he felt that those 5 projects would likely be around \$15 million, and that they are probably right in the ball park on what the grant wants to apply to. The next conversation he had was with the head of Linn County Parks and Recreation, who called him, and said hey, Commissioner Nyquist came to him, and said this park is huge, and it's important. When you can get Commissioner Nyquist on your side, it's huge! They said that we want to keep the momentum going, because it's your park, but it's also outside of the urban growth boundary. Inside the boundary, we can have more urban park amenities, such as disk golf courses, trails, and boat docks in the ponds. The county can charge day use fees, which would help to maintain that portion.
- Puls asked if they would maintain it then.
- Latta said that's what he would like; to get the county to maintain most of it.
- Latta also noted that today was also OR-OSHA Safety Break Day. We had fire extinguisher training. Chuck had office employees dress up, Michele wrapped herself in bubble wrap, and he was Mr. Slip and Fall. Employees had a good time with that, and the training went really well.
- Latta said that we have certified flaggers, and all sorts of training; we are very up on the safety stuff, Michele coordinates that, and a lot of the guys on that. We have no accidents so far this year.
- Latta said that he has raised more money for the summer sounds promotion this summer. He hopes to raise enough to get new speakers for the movies. The ones we have now are large, funky, and hard to set up. We might be able to replace the screen too. He would circle the first and 2<sup>nd</sup> Tuesday's of the series to attend; we have five movies this year as well. There will be lots of great things to get people down to the riverfront.
- Keaton asked Latta how much time has he spent on writing grants this year?
- Latta said that he's probably spent around 100 to 150 hours grant writing, this year.
- Keaton said then you spend about 10% of your time, on grants.
- Latta thought it was probably closer to 5% of his time spent on grants.
- Mayor Duncan asked him how much he had raised so far?
- Latta told him the housing rehabilitation one was \$400,000. He didn't write that one, but he got all information for it. The collaborative one was \$70,000 and the one for the Marathon was \$10,000, so he's written around \$480,000 this year.
- Keaton asked him if he felt it would be worth considering getting a grant writer, instead of it being part of your job. You are obviously doing well, but you are the City Administrator; is it worth considering?

- Latta told him he doesn't know. It depends on how much you want to rely on grants as a City. As a small City, that's difficult. It makes sense for bigger cities to have grant writers on staff, as well as people who administer them. If we hired one, and they got 15 grants a year, Tim would be bald. There's quite a lot of work involved in financially administering grants. He'd have to weigh it out. The BUILD grant is time intensive, at 100 to 150 hours just for that one, but it's worth it...right?
- Keaton told him yes, but he was just concerned with the effort on everything, that they are hopefully not burning him out on stuff. He wanted to make sure we weren't asking for too much.
- Latta appreciated their concern, but it's all good. He feels it's part of his job. He could spend five times the effort on grants, but again, he has to be selective, picking ones that are best for our community, that have the biggest impact.
- Puls added and are attainable.
- Latta agreed.
- Puls informed Council that she and Brad are putting their house up for sale, because they need more space. Unfortunately, they are looking outside of Harrisburg, because there is not much here that works for them.
- Downey said that was good for them, but bad news for us. She knows that Puls has been with us on the Planning Commission for many years, prior to being on City Council.
- Puls said she's been involved since they moved here, when Brad started working for the City. She served for 5 years, she thinks, on the Planning Commission before starting the City Council. She reminded everyone that she won't be able to serve on the CWCOC Board of Directors anymore too. Nobody was serving before, but it's really important for somebody to serve; they meet on Thursday afternoons. It sounded like Keaton is already there at some point for his committee.
- Keaton said that he might be able to adjust his schedule for that.

**With no further business to discuss, the meeting was adjourned at 8:31pm, by Councilor John Loshbaugh.**

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