



Harrisburg City Council Minutes June 12, 2018

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

- Kimberly Downey
- Robert Boese
- Sarah Puls
- Adam Keaton
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge
- Public Works Director Chuck Scholz

Absent was Councilor Mike Caughey.

Consent List Approval

- Keaton **motioned to approve the Consent List, and was seconded** by Downey. **The City Council then voted unanimously to approve the Consent List. The following were approved:**
 - **The payment of the May 2018 Bills**

The matter of Approving Resolution No. 1192, “**A RESOLUTION TO ESTABLISH AN EXPLORING DOWNTOWN AD-HOC COMMITTEE.**”

Staff Report: Eldridge explained the Main Street Program, and the Exploring Downtown level approach. The structure she has suggested is an Ad-Hoc committee that is staffed by a mixture of Council members, and members of the Harrisburg business community. The Committee would make recommendations to the City Council, who would be the decision maker in relation to any suggested programs or events. The Committee can meet as needed, but the assumption is that we will meet once a month to start. Council members interested in the program, can volunteer to be part of it. We do want to be careful that we don't have a quorum of Council represented on the committee, therefore it's limited to 2 to 3 members.

- Latta added that we are purposely being very non-bureaucratic. The program is based on creating projects or events. The committee will send out information to people either on a mailer, or on a distribution list, that will ask for volunteers to implement projects. To start, we'll gather people together in order to implement the program. We give information to City Council, and the City Council can decide on what they want to do. If they don't like an idea, they can send the committee back to the drawing board. We are being really flexible with the program.

Downey and Boese were both interested in the program. Keaton might be as well, but he wasn't sure what he would be doing in relation to the CWCOG (Cascade West Council of Governments) Board. Latta suggested that they can be fluid with how they participate. Maybe two of you really like an idea, and can help implement that, and the next project will include other Council members. He said that the next step is to check in with the state, in order to implement the program, and then get some momentum going.

- Boese **motioned to approve Resolution No. 1192, "A RESOLUTION TO ESTABLISH AN EXPLORING DOWNTOWN AD-HOC COMMITTEE."** He was **seconded** by both Keaton and Downey. **The City Council then voted unanimously to approve Resolution No. 1192, and thereby establishing an Ad-Hoc Committee for the Exploring Downtown Program.**

The matter of Considering a New Liquor License Application for Harrisburg Liquor

Staff Report: Latta said that previously the Council had decided to move the renewal of liquor licenses to the consent list; however, Council had also decided that if there was a new liquor license that you still wanted to meet to discuss it. Therefore, this is a new liquor license request in town. He recommends that we recommend to the OLCC (Oregon Liquor Control Commission) that they grant the license request.

- Mike Singh, and his family, were here for the license request. They also own a convenience store in Eugene. Balwinder Kaur is his wife. She said that in actuality, the liquor license for hard liquor belongs to her husband and her. American Market has decided to not have them in there anymore. This particular location in the Harrisburg Plaza came available, and they worked on obtaining it. The liquor license was therefore switched from the American Market, to this location instead. They are obtaining a beer and wine license. The current beer and wine license in American Market, belongs to those owners.
- Downey had been concerned about that; she didn't want two hard liquor stores in town. So they are just moving the liquor store from one location to another.
- Singh explained how the non-exclusive license operated. When American Market wanted them to run the deli, they decided that they didn't want to do that. The owners then asked to purchase the liquor store. However, they can't do that. The license belongs to them, and OLCC controls who gets it. They can't just sell it to someone else. He explained the lottery system for liquor stores to Council, and said that for a liquor store opening in Portland, there were 16 applicants.
- Downey thought that we could perhaps engage their new store in relation to the new Main Street program.
- Kaur said that they were interested in that.
- Keaton then **motioned to authorize the City Administrator to recommend that the Harrisburg Liquor OLCC License be granted.** He was **seconded** by Downey, and the **City Council voted unanimously to approve the authorization of a new liquor license for Harrisburg Liquor for beer and wine.**

The matter of Hearing a Presentation for Harrisburg Pharmacy Pharmacist Rob Curtis.

Pharmacy Presentation: Pharmacist Rob Curtis, the new owner for the Harrisburg Pharmacy, and contacted the City asking about getting information on the reader board. He was told that the city couldn't do that. Therefore, he wanted to ask for clarification; could he ask for the City to remind people to get vaccinations, without saying where it's coming from?

- Latta told the City Council that Rob had come to him about getting something on the reader board. He asked him if he would be charging for the vaccinations, and Rob told him yes, he would be. Council told him two things in relation to the reader board. It couldn't be for support of businesses, and it couldn't include profanity. Therefore, he told Rob that he couldn't, but he could come to Council to ask the question. Latta needs to know from City Council, about where they draw the line. On one side, it's a public health announcement. On the other, it's for his business; although if we don't state where it's coming from, he supposes it could apply whether someone goes to Safeway, or to the Harrisburg pharmacy.

City Council discussed this briefly, and Downey thought it was a specific time of year that vaccinations would likely be posted. Boese said that flu shots would certainly fall under that. Puls also asked about the deadlines that the schools have for immunization.

- Curtis had provided a large packet of immunization information to the City Council members. (A copy of this packet is on-file in the City Recorder's office.) He agreed with Puls that there is a deadline with the schools for when immunizations need to be completed. He said some immunizations should be done at the same time each year. He talked briefly about the outbreak of pertussis that Lane County was experiencing. He explained how outbreaks in illness worked, in relation to immunizations, and those people who don't believe in them. Sometimes, when you have 80% to 90% of the populace immunized, those that aren't immunized get more protection, because almost everyone is protected. It breeds a false sense of security. He (Curtis) doesn't care if someone gets vaccinated at Dr Bailey's office, and he knows that Dr. Bailey doesn't care whether it's at his office, or at the pharmacy.
- Mayor Duncan agreed with why Latta had brought this to Council. It could start a rabbit trail of people wanting to list things on the reader board.
- Boese said that he was ok with a once a month reminder for people to get their immunizations. He doesn't agree with anyone advertising a business on the reader board; but a reminder to immunize on a general basis is different.
- Downey agreed, and had no problems with that either. We had on the board to share the road with farm equipment, but as an example, we didn't mention any specific farms. She considers that to be the same thing. It's a general reminder.
- Keaton also agreed, and thought it was a public health thing, more than anything. He doesn't have a problem with a general announcement.

City Council kicked the concept around a little more, but did agree that this was a public service announcement, rather than a business advertisement, as long as it didn't state any specific business. Boese didn't want every business in town thinking that they can advertise on the board, but he was ok with general announcements. Mayor Duncan said that it has merit. The grey line is very narrow and these guys have to stick to their guns because of that. Latta told him that we can certainly put out reminders to get vaccinations. It's whatever Council tells him. It's your reader board, not his. Downey reiterated that they are ok with him putting public safety notices on the reader board.

The matter of Discussing Whether to Continue Participation in the State Marine Board's Maintenance Assistance Program, and Accepting a Grant for FY19.

Staff Report: Latta told the City Council that this was a no-brainer. The Budget Committee already accepted the budget, which will come to Council on the 26th of this month. The grant is for \$3,600, and there is a 40% matching requirement of \$1,440. The city's match comes from the labor we spend on cleaning the bathrooms and making sure that they are accessible. Staff recommends that the City Council authorize him to sign the MAP agreement.

- Keaton **motioned to authorize the City Administrator to sign the City of Harrisburg Allocation Certification Agreement Maintenance Assistance Program (MAP) FY19. He was seconded** by Downey, and the **City Council voted unanimously to authorize the City Administrator to sign the MAP Allocation Certification Agreement.**

The matter of Reviewing the City's 3rd Quarter FY 2017-2018 Financial Report Document.

Staff Report: Latta noted that we are actually behind on the reports by about two months. Gaines would have been here tonight, but his son is graduating from 8th grade tonight; therefore, he would be presenting the report instead. This report is from about 9 months of the current year, and as you should expect, revenues are above or at target. On page 37, on the sewer reserve fund, you can see that there is a negative amount on expenditures. It looks like it's \$93,000 underspent. That's due to the insurance claim on the poplar trees. The auditor said to put this in the expenditure line; it looks like we've overspent, but it's actually a revenue. Potentially, as we spend it, it will come out of these funds we've received. He thought it was odd, but it is our auditor's requirement. We've exceeded our new home construction revenues by 33%, but that's only 1 more home. That's how much we budget conservatively on our SDC's. If we get a large subdivision you'll really see these numbers change.

- Downey **motioned to approve the 3rd Qtr. 2017-2018 Financial Report Document, and was seconded** by Keaton. **The City Council then voted unanimously to approve the 3rd Quarter 2017-2018 Financial Report Document.**

OTHERS:

BUILD Grant:

- Latta said that Chuck will be locking him in his office to finish the grant document over the next five weeks. After talking with one of the last recipients, he's scaling the request back a little. He's removed the 100-acre park improvements, and the boat ramp, in order to focus more on the other transportation improvements, which should be strongly related to each other. We are looking at significant improvement on the streets and sidewalks downtown, west of Hwy 99. We are also looking at connecting Sommerville Loop and Sommerville Ave. Those three issues alone are \$10 to \$15 million. He's met with Jeff Merkley, and Peter DeFazio, who will be providing him with documentation in support of our projects. We've decided to not come down on BNSF (Burlington Northern Santa Fe Railroad) as much as planned. We want them to write a letter in support of what we are doing, so the concept is that the city is playing nice, so the railroad should support us. DeFazio actually meets with the CEO of BNSF every week; he's the leading Democratic Congressman on the transportation committee. He anticipates it working out well. It will get resolved one way or another in the future.
- Puls noted that she will be here through at least the end of July, when they anticipate their home selling. However, she won't be at the next meeting on the 26th of June.

With no further business to discuss, the City Council adjourned the meeting at the hour of 7:10pm in order to hold the HRA Board Meeting.

Mayor

City Recorder