



Harrisburg City Council Minutes January 22, 2014

The Harrisburg City Council met on this date at City Hall, located at 120 Smith St, at the hour of 6:30PM. Presiding was Mayor Robert Duncan. Also present were the following:

- Kimberly Downey
- Don Shipley
- Mike Caughey
- Rob Boese
- Sarah Puls
- City Administrator Brian Latta
- City Recorder/Asst. City Administrator Michele Eldridge

Absent this evening were Councilor Roger Raven, and Youth Advisor member Garrett Ross.

The matter of Approving the Minutes of January 8, 2014

- Shipley **motioned to approve the minutes, and was seconded by Downey. The City Council then voted unanimously to approve the minutes of January 8, 2014.**

The matter of a Resolution Accepting Grants from Linn County and the Oregon Community Foundation for the H.A.R.T. Family Resource Center

Staff Report: Eldridge explained that H.A.R.T. Resource director Peggy Purkerson had been successful in two different grants that she had applied for. The grant from Linn County is the one that used to be called CCF, or Commission on Children and Families. It will be a total of \$19,802 payable over four quarters. It supports the work that Peggy does on a regular basis, and therefore mostly covers labor and supply costs. The newer grant of \$16,288 comes from the Oregon Community Foundation in order to run a program called the Women's Circle, which assists single mothers and women in transition. It also benefits Junction City, but will be administered by Purkerson. Expenses are mostly in program supplies and contracted services. Both of these grants were not anticipated in the current fiscal year, requiring an appropriations resolution in order to be spent.

- Shipley **motioned to approve Resolution No. 1063, "A RESOLUTION APPROPRIATING GRANT FUNDS FROM LINN COUNTY, AND THE OREGON COMMUNITY FOUNDATION TO THE H.A.R.T. FAMILY RESOURCE CENTER." He was seconded by Boese, and the City Council voted unanimously to approve Resolution No. 1063 and thereby appropriating \$36,090 to the H.A.R.T. Resource Center budget for FY 2013/2014.**

The matter of Appointing Library Board Members

- Mayor Duncan **appointed Robert Sapp to the Library Board for a term beginning on July 1, 2013, and expiring June 30th, 2017, and also appointed Sherry Singleterry to the Library Board for the duration of a term ending June 30, 2016.**
- Shipley then **motioned to appoint Robert Sapp to the Library Board for a term running from July 1, 2013 to June 30, 2017. He was seconded by Downey. The City Council then voted unanimously to appoint Robert Sapp to the Library Board.**
- Puls then **motioned to appoint Sherry Singleterry, to a term that expires on June 30, 2016. She was seconded by Downey. The City Council then voted unanimously to appoint Sherry Singleterry to the Library Board to fill a term ending on June 30, 2016.**

The matter of Selecting a Person and an Alternate to Represent Harrisburg on the Board of Directors for the Cascade West Council of Government's

- Sarah Puls is the current representative on the CWCOG board. She would be willing to do this again, if nobody else was willing to do it. They meet 2 hours every other month, from 3:00 to 5:00 on a Thursday. Many of the larger cities are well represented, as are the counties.
- Shipley thought that she had been doing a good job on reporting back. He **motioned to appoint her to be the main representative on the board. He was seconded by Caughey.**

There was brief council discussion about all the services that CWCOG does for our communities, including Meals on Wheels, transportation options, technology services, and other services as well. It's a good organization. Puls said that there are plenty of committees for that group as well. Boese said that he will be the alternate. He would rather not go all the time, but he could be available for once in a while.

- Shipley then **motioned to appoint Boese to be the alternate on the CWCOG board, and was seconded by Caughey. The City Council then vote unanimously to place Sarah Puls as the main representative from the Harrisburg City Council on the CWCOG board, with Rob Boese as the alternate.**

The matter of Continuing a Discussion of Council Goals for 2014-2015

Staff Report: Latta said that we are continuing this discussion from the last meeting. He had outlined the goals in the agenda bill, but he had also classified the suggested projects by type. Those are as follows:

Economic Development

1. Attracting/Assisting Businesses
2. Beautify 3rd St. (Baskets, Trees, lights, etc.)
3. Market Harrisburg

Municipal Projects

4. Improve Water
5. Smith St. Improvements
6. Vacant Lot Acquisition

7. Multi-Purpose Municipal Building

Events/Self Promotion

8. Additional City-wide events/festivals
9. Reader Board on 3rd St.
10. Market Harrisburg
11. Recreation/Destination City
12. City Welcome Signs

Communication/Misc.

13. Grocery Store
14. Transportation Alternatives
15. Improve Communication (Between City and citizens)
16. Use College/University students for projects
17. Better Intergovernmental Agency Communication.

Better Intergovernmental Agency Communication

The City Council wanted to know if there was still a working Neighborhood Watch in town. Bill Arthur, who was in the audience, is a member of that program. They still meet, but need more people. They support the deputies as much as they can. They still patrol the business areas. Council thought that this topic was pretty much the same as No. 15, Improve Communication. They combined the two of them together, and felt that it was a goal that they wanted to work towards.

City Welcome Signs

Caughey thought that we had approved the sign to be created, just not the landscape and bridge. He'd like for that to be finished, and to have one on both ends of town. Latta said that there is plenty of money to put signs up on both ends. We'll move forward to do that this year. Several of the councilors agreed with that, and realized that it must have fallen through the cracks. They also discussed No. 9, the Reader Board. Latta suggested we put a sign on top of the reader board, perhaps on the south end of town in the right-of-way. Eldridge said we actually own that land there. Downey liked the thought of a reader sign there, because it will reach people before they turn off at LaSalle. Latta said that there is about \$21,000 in the transient room tax revenue line, if he remembers correctly. Eldridge said that previously, we had figured it would cost roughly \$15,000. The City Council decided to remove both of these from the list, because we would already complete them as part of this fiscal year's projects.

Market Harrisburg & Attracting/Assisting Businesses

Boese thought these were really similar, and that we should combine them together. He'd like more fast food markets, and more commercial businesses along 3rd. Latta said that we can figure out how to market ourselves to target businesses. Shipley commented that fixing No. 2, Beautify 3rd St, and No. 4, Improve the water, would help with both those goals.

Improve Harrisburg Water

City Council agreed that this was the foremost priority in projects that they'd like to accomplish this year. It would make the citizens happiest, but it is also such an expensive proposition, that

they probably won't want to pay for it. They discussed the study that had been done earlier, along with the possible treatment of Willamette River water. The City already had the water rights to the Willamette River. Shipley said that it would cost \$4.7 million to build an infiltration plant with water treatment. Puls thought we could blend in the river and well water together. The window for usage of the water is 20 years, and we need to complete the water right beneficial use stats first. Caughey stressed that Senator Merkely said that you have to start that within 20 years, or it can all go away. We have to act within those 20 years to use that water. Caughey said that the water tank also had to be replaced; Eldridge said that was a \$2 million dollar project. Council felt that water aesthetics was probably the most important thing to focus on. Caughey wanted to make sure that the City contacted whatever party that the Senator was talking about. If we can get a low cost loan to do that project, we need to know the details. The City Council also talked about some of the options on the water master plan study from 2008, which included options for installing water softening systems, as well as focusing on wells, rather than river water. People spend so much money on bottled water, and then on appliances that have to be replaced sooner than normal, that many of Council felt that people would be willing to pay \$30 to \$40 more to get better water.

The matter of a Visitation with Don Bowers, President of the Harrisburg Museum Board.

- Don Bowers introduced himself, and told the City Council about the projects that they had completed lately. There were no large projects. He handed out a report about the Museum board. (Please see Addendum No. 1 for a copy of the hand-out.) They appreciated the City helping them out, such as when they wired the caboose for lights and heat. They will be starting a train collection there. The board changed lately, with Bill Morse having passed away. He also talked about visitations that they had from the grade school, with both 1st and 3rd graders dropping by. The 4th of July also has about 1,000 visitations for them. He also appreciates the heaters that the City gave them for the interior of the picnic pavilion. It augments the main heat, and makes it much nicer in there.
- City Council and he discussed some of the more popular features of the museum, and Don Bowers thanked them again, for their support.

The matter of a Visit with Sergeant Brad Kelley of the Linn County Sheriff's department.

- Kelley talked briefly with the City Council, noting that their uniforms had changed, that former sheriff Tim Mueller had retired, and Bruce Riley is now the Sheriff. He's worked from the bottom up, which is great. They are losing the county dog patrol, but they are adding some more new people from the academy, and to fill slots for deputies like Mike Rossiter, who was promoted to detective this week.

The matter of Continuing a Discussion of Council Goals for 2014-2015 (Part Two)

Boat Ramp

Latta said that this wasn't on the list at all, but he remembered that it's something we should look at, because it's important to our community. He suggested some changes to the current

ramp, such as changing direction for entry into the water. However, Caughey wasn't enthusiastic, and felt that launching a boat differently from the current lay out would be very difficult. Shipley agreed with him. Mayor Duncan thought we had a grant for that, and Eldridge said that we did, from the Oregon State Marine Board. It was close to \$200,000, and included plans for a new dock. Mayor Duncan said then the next year, we lost the ramp. Latta wasn't sure what the options were, and the City Council briefly discussed exploring boat ramps in different locations.

Recreation Destination

Mayor Duncan was a huge fan of large softball parks. He talked about one in eastern Washington, in a town smaller than ours, in which they had three diamonds and huge tournaments all summer long. There may have been no fast food places in town, but that town easily brought in over \$1 million in extra funds from that. Shipley suggested that we use the poplar tree fields for that. Mayor Duncan wanted to see some kind of recreational thing we can offer. People travel all over Oregon, but when they use our recreational areas, they don't pay taxes for them. They do, however, bring in thousands of dollars in extra revenue. They briefly talked about the lagoon property, but Eldridge reminded them that the DEQ loan has certain stipulations in it about what we can do with that. Mayor Duncan noted that Dick Peterson had a possible loop hole he had mentioned.

Municipal Projects: (Smith St Improvements, Vacant Lot, Multi-Purpose Municipal Building)

Latta felt that other than water that the projects under this section could all go to the HRA. Some portions of beautifying 3rd street could also go here, but were limited by the boundaries of the HRA. We are going to be doing a substantial amendment, which will broaden our ability to do projects in the HRA, and will keep it going for some time yet. We don't have enough budgeted in the remaining portion of this fiscal year to use it, but in April or May, he'll come back to Council. Council talked briefly about adding more trees, and talked about limitations where hardscape is located.

General Discussion:

Latta asked Council to remove items from the list, and to prioritize, and combine items where possible. Council all felt that No. 4, improving water, was a 5; the highest priority. They removed 16, because it was more of a policy decision. The welcome sign was removed, along with the reader board, because we are already going to complete that project in coming months. Latta said that he would work on that project, and Eldridge suggested that the Government Committee could deal with that, plus the rules that we will need to deal with the reader board. Puls and Downey both thought that was a good idea. The communication pieces were combined together, and were given a score of .5.

Events/Festivals

Latta wanted to expand on the Light Parade, with more things going on in town, and City Council wanted to add a tree for a tree lighting ceremony. Eldridge said that Kurt Kayner was in City hall earlier today, and without knowing this was on the agenda, had stated that he wanted to resurrect the Harvest festival. She felt that the HFEA could probably work on that with others.

ShIPLEY was enthused with the thought of a City wide yard sale. The City Council then decided that No. 8 was a top priority at a score of 5. ShIPLEY suggested that we add a City wide yard sale. They already hold neighborhood ones over in Marcus Landing. If you advertise it, it will get lots of traffic in town. The City Council then agreed that this topic has a score of 5.

General Discussion:

The City Council decided that the Recreation Destination could be pulled, simply because it's more of a long term goal. They also discussed whether there could be an addition of ball fields in the 100-acre park, but the problem was that the area floods out every year. Transportation also was brought up, but the Government Committee was already dealing with that. After some more conversation, the City Council summed up what their priorities were. The most important projects at the top of the list are Harrisburg Water, adding an additional City-wide event, attracting a grocery store, attracting/assisting businesses, marketing Harrisburg, and beautifying 3rd St. Municipal projects other than the water were moved to the HRA. The rating of each project is below:

Economic Development	Scores
1. Attracting/Assisting Businesses	4
2. Beautify 3 rd St. (Baskets, Trees, lights, etc.)	3
3. Market Harrisburg	4
Municipal Projects	
4. Improve Water	5
5. Smith St. Improvements	Moved to HRA
6. Vacant Lot Acquisition	Moved to HRA
7. Multi-Purpose Municipal Building	Moved to HRA
Events/Self Promotion	
8. Additional City-wide events/festivals	5
9. Reader Board on 3 rd St.	Combined with the Welcome Sign
10. Market Harrisburg	This was a repeat of No. 3 above
11. Recreation/Destination City	Long Term Project
12. City Welcome Signs	Already being worked on
Communication/Misc.	
13. Grocery Store	4.5
14. Transportation Alternatives	Handled by Government Committee
15. Improve Communication (Between City and citizens)	Combined with 17, .5
16. Use College/University students for projects	More of a policy decision than project
17. Better Intergovernmental Agency Communication.	Combined with 15, .5

- Caughey **motioned that the City administration should work to pursue the goals that we've outlined as most important to the City. He was seconded** by Downey, and the **City Council voted unanimously to approve the project list as listed above.**

The matter of Selecting a City Attorney to Represent the City of Harrisburg

An Executive Session under ORS 192.660 (1) (2) (a) was opened at the hour of 8:09pm. The governing body of a public body may hold an executive session

(a) To consider the employment of a public officer, employee, staff member or individual agent.

Harrisburg City Council Minutes
January 22, 2014

The City Council exited the Executive Session at the hour of 8:19PM.

- **Caughey motioned that we hire the firm of Fewel, Brewer, Columbe to provide legal services to the City of Harrisburg. Downey seconded the motion, and the City Council voted unanimously to hire Fewel, Brewer, Columbe from Corvallis to represent the City of Harrisburg.**

Others:

Cascades West Council of Governments Commission on Transportation.

- Latta handed out a letter from CWCOG in regards to the Commission on Transportation. (Please see Addendum No 2.) Shipley is our current primary, with Ron Staehlin as our alternate. However, Don's term has now ended, and our engineer is no longer with us. The primary must be an elected official.
- Shipley explained what they cover during the meetings. The main issue is that we need someone from Harrisburg on this committee. Latta said he could be the alternate. There are sometimes opportunities to be had by our inclusion, and we need to know what's going on in our region. He then **motioned to reappoint himself as the Primary representative on the CWACT board. Caughey seconded the motion, and the City Council voted unanimously to approve the appointment of Don Shipley for 2014.**

PERS

- Latta said that during our review, PERS was telling us that the Judge needs to be considered an employee. Back when we started paying the judge additional funds, he and Bruce put together a contract that stated that the Judge was an independent contractor. They didn't run it through an attorney, and now, PERS wants to charge us back to when the contract was signed. We used to pay him through the County, and they were responsible for his PERS. The only period in question is from the date of the contract. We'll have to question whether we can still afford a Municipal Judge in the future, as we get more clarity on the PERS issue.

Harrisburg Fire/Rescue Board

- Latta met with the Fire Board on Monday, to make sure that he shared the information about the property acquisition we are trying to do. They are interested in the property next to the Cedar Square building, which is currently slated for the future library building. His main purpose was simply to be transparent about our H.A.R.T. levy. They decided to go out for their bond in May as well, and that can reduce both our chances to having a successful election. He shared with them why we are going out for the levy at this time, and that with our fiscal year, we don't have a choice to move it to a different time frame.

They were appreciative of the communication, but still planned on going out to bond in May.

H.A.R.T. Levy

- Latta told the City Council that he had met with the H.A.R.T. Board, and will do so again next week. We've received a registered voter list from Linn County, and we'll strategize how to get the information out to the voters. We'll also work with the Secretary of State's office to make sure that we don't make any mistakes with handling the levy, after it's sent in to the county.

Museum Board

- Latta had also met with the Museum Board. The relationship with the Museum and City is really different, and he is establishing better relations with them. He'll be working on a document that will specify what we do for the museum board, and what they are responsible for, and we'll include a lease. The lease agreement will outline everyone's responsibilities. We currently pay all their bills, which is ok, but we don't like doing that. We'd rather give them the money to pay their own bills, so they have the responsibility for that. We can give them funds from the transient room dollars. Conservatively, we can include a certain percentage of funds from that revenue each year, and we can cap that, if the transient room revenues grow. They won't have less than \$1,000, and we will not give them more than \$4,000, no matter what....that kind of give and take.
- The City Council briefly talked about the museum, and was pleased that we would be addressing the issues through the contract/lease/MOU.

Miscellaneous Business

- **Budget Committee and Planning Commission openings:** Latta said that we have 3 applications for Planning Commission, and none for Budget Committee, and asked City Council to talk to friends and neighbors about applying. Shipley asked if Barb had applied, and Eldridge said that she had said that she would re-up, but hasn't turned in an application yet.
- **DLCD Technical Assistance Grant:** Latta told the City Council that we had not gotten the grant. They had over \$1.6 million in requests, and had only \$500,000 available. They encouraged us to apply again, and thought the project had merit. He will be reviewing the Zoning Ordinance with the Planning Commission this year, without the grant assistance.
- **River Bend Resort:** Latta had met with the architects; who were very professional, and easy to work with. Life Bible Church will be returning to the Planning Commission for another site plan, because the 23,000 sq. ft. sanctuary wasn't big enough after all. The original site plan was good through July, so they are working furiously to get the original request submitted, and then the additional work submitted through the Planning Commission. He also talked with the County Road department, and they had approved the traffic plan. LBC had also signed the waiver of liability that was required. Their

original proposal retained half of the RV pads, and he thinks that the new proposal adds more. They are having a lot of people using those, and he thinks that they are seeing the value of having that as a revenue source. We are still getting transient room taxes from that. The City Council asked general questions about the LBC project, and Latta told them that the additional square footage would probably be added through a 2nd floor on the sanctuary, and maybe 4,000 to 5,000 on the building footprint.

With no further business to discuss, the City Council adjourned at the hour of 8:49PM.

Mayor

City Recorder

IN 2013 THERE WERE A FEW CHANGES. THE CITY WIRED THE CABOOSE FOR LIGHTS AND HEAT. WE CAN NOW USE IT AS A DISPLAY AREA. WE INTEND TO HAVE A DISPLAY OF MODEL TRAINS AND OTHER RAILROAD RELATED ITEMS. THE CITY ALSO PAINTED THE PAVILION FLOOR AND THE SOUTH AND WEST EXTERIOR WALLS OF THE PAVILION. THE CARPET IN THE OFFICE WAS REPLACED BY THE MUSEUM.

THE BOARD ITSELF HAS CHANGED AS WE LOST BILL MORSE, ALSO BOB & RETA LEBO RETIRED. WE HAVE ADDED GARY CRAKES, BILL ARTHUR, & LES LAYTON TO OUR BOARD.

WE RAN THE MUSEUM WITH VOLUNTEERS, APRIL, MAY, JUNE & DEC. TO KEEP FROM SPENDING OUR WHOLE BUDGET ON PAYROLL.

JANE HAS BEEN WRITING ARTICLES FOR THE TRIBUNE TO GET A LITTLE MORE EXPOSURE FOR US.

THE LAST DAY OF SCHOOL, WE HAD 3, 1st GRADE CLASSES FROM HARRISBURG VISIT THE MUSEUM. THERE WERE ABOUT 90 KIDS PLUS ABOUT 20 CHAPERONES. IN THE FALL WE HAD THE 3rd GRADE CLASSES WITH ABOUT 60 KIDS AND CHAPERONES VISIT.

THE 4th IS STILL A BIG DAY FOR THE MUSEUM, AND WE WERE OPEN FROM ABOUT 7:00 A.M. TIL 3:30 P.M. WE HAD VISITORS FROM BRAZIL, SWITZERLAND, ENGLAND, FINLAND, GERMANY, CANADA, SYRIA, & KUWAIT. WE HAD A TOUR GROUP FROM NZ OF ABOUT 30 PEOPLE. WE HAD VISITORS FROM 17 STATES. (MO, OK, TENN, VT, MN, FL, CA, WA, AZ, ID, UT, HI, AR, TX, NV. LA, ALASKA) THE VISITOR NUMBERS STAYED ABOUT THE SAME, AT ABOUT 1000.

THE PAVILION WAS RENTED 14 TIMES FOR VARIOUS GATHERINGS (BIRTHDAYS, ANNIV, MEMORIALS, WEDDING, GRAD., RECEPTIONS)

ONE OF THE NEATEST THINGS DONATED THIS YEAR WAS A WINDUP PHONOGRAPH FROM THE 1920's. THE CABINET IS IN EXCELLENT CONDITION AND IT PLAYS. THERE IS QUITE A COLLECTION OF RECORDS WITH IT, CIRCA 20's THRU THE 40's.

IN 2013 THERE WERE A FEW CHANGES. THE CITY WIRED THE CABOOSE FOR LIGHTS AND HEAT. WE CAN NOW USE IT AS A DISPLAY AREA. WE INTEND TO HAVE A DISPLAY OF MODEL TRAINS AND OTHER RAILROAD RELATED ITEMS. THE CITY ALSO PAINTED THE PAVILION FLOOR AND THE SOUTH AND WEST EXTERIOR WALLS OF THE PAVILION. THE CARPET IN THE OFFICE WAS REPLACED BY THE MUSEUM.

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Cascades West Area Commission on Transportation

1400 Queen Ave. SE , Suite 205A, Albany, OR 97322
(541)924-8430 • FAX (541)967-4651

DATE: December 10, 2013

TO: Mayors
County Commission, Chairs
Port District, Chairs
Confederated Tribes of Siletz Indians, Chair

FROM: Linda Modrell, CWACT Chair

RE: Nomination of members to the Cascades West Area Commission on Transportation

I have attached a sheet that has the names of all representatives and their alternates on the Cascades West Area Commission on Transportation (CWACT) and the date that their terms expire. The term of 25 members will expire on December 31, 2013. Please review the list to see when the term of the representatives from your jurisdiction expires. If their term expires, I request that you re-nominate the current representatives or nominate new representatives. We would like to have a full membership as soon as possible so please submit your nominations by mid January.

Also, in reference to the terms which will expire on December 31, 2014, if your jurisdiction's CWACT representative and/or alternate has left office, if you wish to make a change or if you wish to designate an alternate (for agencies that currently do not have an alternate), please forward your nomination. The nomination form is attached.

The primary representative for each jurisdiction must be an elected official. Alternates do not have to be elected officials. It is important to nominate people that will make a commitment to attend the meetings.

The CWACT is also a standing committee of the Oregon Cascades West Council of Governments and the OCWCOG Board will formally appoint your nominees as members of the CWACT.

If you have any questions about the CWACT, please contact Mark Volmert at 541-924-8430.

Attachment

cc: City/County Managers and Administrators
CWACT representatives

If your community's representatives are listed on this page, please re-nominate the primary and alternate representatives or nominate new people to the positions. Please submit your nominees by mid January.

CWACT Members with Terms Expiring 12/31/2013

Last Name	First Name	Representing	Category	Term Expires
Modrell	Linda	Benton County	Primary	12/31/2013
Dixon	Jay	Benton County	Alternate	12/31/2013
Olsen	Dick	City of Albany	Primary	12/31/2013
Irish	Ron	City of Albany	Alternate	12/31/2013
Sorte	Bruce	City of Corvallis	Primary	12/31/2013
Steckel	Mary	City of Corvallis	Alternate	12/31/2013
Shiple	Donald	City of Harrisburg	Primary	12/31/2013
Staehlin	Ronald	City of Harrisburg	Alternate	12/31/2013
Lane	Darrin	City of Millersburg	Primary	12/31/2013
Cowan	Scott	City of Millersburg	Alternate	12/31/2013
Canter	Paul	City of Monroe	Primary	12/31/2013
Minard	Jim	City of Monroe	Alternate	12/31/2013
Roumagoux	Sandra	City of Newport	Primary	12/31/2013
Sawyer	Dean	City of Newport	Alternate	12/31/2013
Dunaway	Jack	City of Toledo	Primary	12/31/2013
Anderson	Frank	City of Toledo	Alternate	12/31/2013
Button	David	City of Siletz	Primary	12/31/2013
Freeman	Linda	City of Siletz	Alternate	12/31/2013
Kentta	Robert	Conf. Tribes of Siletz Indians	Primary	12/31/2013
Barlow-Lind	Pam	Conf. Tribes of Siletz Indians	Alternate	12/31/2013
Nyquist	Roger	Linn County	Primary	12/31/2013
Lindsey	John	Linn County	Alternate	12/31/2013
Friedt	Stephan	Benton County – Private Sector	Primary	12/31/2013
Johnston	Doris	Linn County – Private Sector	Primary	12/31/2013
Steele	Janet	Linn County – Private Sector	Primary	12/31/2013

2014 Nomination Form Cascades West Area Commission on Transportation

The following individuals have been nominated to represent
(City/County/Port/Tribe) _____ on the Cascades West Area
Commission on Transportation. The nominations were made during a legally convened public
meeting of the (City Council/Commission/Tribal Council)
_____ on (date) _____.

The nomination for the **primary** representative (must be elected official) to the CWACT is
(name and title) _____.

The nomination for **alternate** representative to the CWACT is (name and title)
_____.

Signed: _____

Date: _____

Title: _____

Please include the following information:

Primary Representative

Name: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Alternate Representative

Name: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

Please return this form by mid
January 2014 to:

Mark Volmert
Cascades West COG
1400 Queen Ave. SE, Suite 205A
Albany, OR 97322
Fax 541-967-4651
mvolmert@ocwcog.org

