



Harrisburg City Council Agenda  
**December 21, 2016**  
(Date is revised from original)  
6:30PM

Mayor: Robert Duncan  
Council President: Mike Caughey  
Councilors: Kimberly Downey, Robert Boese, Sarah Puls, John Loshbaugh, and Adam Keaton  
Meeting Location: City Hall ~ 120 Smith St.

**PUBLIC NOTICES:**

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *All matters on the Consent Agenda are considered routine and will be enacted by one motion. Any member of the public can request that a matter be removed from the Consent Agenda for discussion. It will then be discussed under the "Other" part of the meeting schedule.*
4. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
5. *The City of Harrisburg is an equal opportunity provider.*
6. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655.*

1. Call to order and roll call by Mayor, Robert Duncan
2. Concerned citizen(s) in the audience. (Please limit presentation to two minutes per issue.)

3. Consent List Approval: Consent list materials are included in the Council Packet. Approval of items on the consent list will be enacted in one motion. Any member of the public, or City Council, can ask for an item to be removed from the consent list for discussion during the 'Other' segment.

The matter of Approving the Consent List for December 21, 2016

**STAFF REPORT:** The Consent List is in the Council Packet

**ACTION:** Motion to Approve the Consent List for December 21, 2016. The Approval of the Consent List will approve the following actions:

- Payment of the November 2016 Bills
- The Minutes of November 9, 2016

4. The matter of Approving Ordinance No. 947, "AN ORDINANCE TO LEVY NUISANCE ASSESSMENTS AGAINST REAL PROPERTY IN THE CITY OF HARRISBURG."

**STAFF REPORT:** Exhibit A: Ordinance No. 947  
Exhibit B: Invoice Copies

**ACTION:** Motion to Approve Ordinance No. 947, "AN ORDINANCE TO LEVY NUISANCE ASSESSMENTS AGAINST REAL PROPERTY IN THE CITY OF HARRISBURG."

5. The matter of Adopting Ordinance No. 948, "AN ORDINANCE OF THE CITY OF HARRISBURG AMENDING MUNICIPAL CODE CHAPTERS 5.05 BUSINESS LICENSE PROGRAM, 5.10 SOLICITOR LICENSE, 5.15 SOCIAL GAMES LICENSE, 5.20 SECONDHAND DEALER LICENSE, AND 5.25 STREET & SIDEWALK VENDOR LICENSE AND ADDING CHAPTERS 5.07 HOME OCCUPATION LICENSE AND 5.09 COMMERCIAL TRUCK LICENSE."

**STAFF REPORT:** Exhibit A: Government Committee Report  
Exhibit B: Draft Ordinance No. 948

**ACTION:** Motion to Approve Ordinance No. 948, "AN ORDINANCE OF THE CITY OF HARRISBURG AMENDING MUNICIPAL CODE CHAPTERS 5.05 BUSINESS LICENSE PROGRAM, 5.10 SOLICITOR LICENSE, 5.15 SOCIAL GAMES LICENSE, 5.20 SECONDHAND DEALER LICENSE, AND 5.25 STREET & SIDEWALK VENDOR LICENSE AND ADDING CHAPTERS 5.07 HOME OCCUPATION LICENSE AND 5.09 COMMERCIAL TRUCK LICENSE"

6. The matter of Approving Resolution No. 1148, "A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2016 GENERAL ELECTION FOR THE HARRISBURG CITY COUNCIL POSITIONS (MAYOR AND 3 COUNCIL POSITIONS); CITY OF HARRISBURG MEASURE 22-163 IMPOSES CITY TAX ON MARIJUANA RETAILER'S SALE OF MARIJUANA ITEMS AND MEASURE 22-164 PROHIBITS ESTABLISHMENT OF RECREATIONAL AND MEDICAL MARIJUANA FACILITIES IN HARRISBURG."

**STAFF REPORT:** Exhibit A: Resolution No. 1148

**ACTION:** Motion to Approve Resolution No. 1148, "A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2016 GENERAL ELECTION FOR THE HARRISBURG CITY COUNCIL POSITIONS (MAYOR AND 3 COUNCIL POSITIONS); CITY OF HARRISBURG MEASURE 22-163 IMPOSES CITY TAX ON MARIJUANA RETAILER'S SALE OF MARIJUANA ITEMS AND MEASURE 22-164 PROHIBITS ESTABLISHMENT OF RECREATIONAL AND MEDICAL MARIJUANA FACILITIES IN HARRISBURG."

7. The matter of Approving Resolution No. 1149, "A RESOLUTION AMENDING THE JOB DESCRIPTION FOR THE UTILITY BILLING I AND II JOB DESCRIPTIONS AND ADDING THE MUNICIPAL COURT CLERK JOB DESCRIPTION."

**STAFF REPORT:** Exhibit A: Staff Memo from Dec 6, 2016  
Exhibit B: Proposed Resolution No. 1149

**ACTION:** Motion to Approve Resolution No. 1149, "A RESOLUTION AMENDING THE JOB DESCRIPTION FOR THE UTILITY BILLING I AND II JOB DESCRIPTIONS AND ADDING THE MUNICIPAL COURT CLERK JOB DESCRIPTION."

8. The matter of Approving Resolution No. 1150, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL; POLICY NO. 103 EQUAL OPPORTUNITY AND POLICY NO. 105 HARASSMENT TO COMPLY WITH RECENT AMENDMENTS TO OREGON REVISED STATUTES."

**STAFF REPORT:** Exhibit A: Staff Memo from Dec 6, 2016  
Exhibit B: Resolution No. 1150

**ACTION:** Motion to Approve Resolution No. 1150, "A RESOLUTION AMENDING THE CITY OF HARRISBURG EMPLOYEE MANUAL; POLICY NO. 103 EQUAL OPPORTUNITY AND POLICY NO. 105 HARASSMENT TO COMPLY WITH RECENT AMENDMENTS TO OREGON REVISED STATUTES."

9. The matter of Reviewing the Planning Commissioner and Budget Committee Member Applications to Fill Vacancies on the Commission and Committee

**STAFF REPORT:** Exhibit A: Applications for Rhonda Giles, Marilyn Pollard and Barb Shipley

**COUNCIL ACTION:** Motion to Appoint Rhonda Giles to serve on the Planning Commission with a four year term set to expire on December 31, 2020

**MAYOR ACTION:** *Appoint Barb Shipley and Marilyn Pollard to serve on the Budget Committee with terms ending on December 31, 2019*

10. The matter of a Discussion with the Harrisburg Library Guild

**STAFF REPORT:** Exhibit A: Letter dated December 5, 2016

**ACTION:** N/A

11. The matter of Approving a Social Games Premise License for Angela Gazeley D.B.A. Ron-D-Voo Tavern, Located at 162 S. 2nd St.

- STAFF REPORT:** Exhibit A: Social Games Premise License Application
- ACTION:** Motion to Approve the Social Games Premise License for Angela Gazeley, d.b.a Ron-D-Voo Tavern as conditioned.
12. The matter of Approving a Social Games Table License for Charles Pecorilla, for Operating 4 Social Games Tables at Locations with Approved Premise Licenses
- STAFF REPORT:** Exhibit A: Social Games Table License Application
- ACTION:** Motion to Approve the Social Games Table License for Charles Pecorilla, as conditioned
13. The matter of Discussing the Operating Needs of the Harrisburg Municipal Court
- STAFF REPORT:** Exhibit A: Floor Plan of Justice Court Building
- ACTION:** TBD
14. The matter of Presenting the City's Draft Five-Year Strategic Plan
- STAFF REPORT:** Exhibit A: Draft Strategic Plan
- ACTION:** N/A
15. The matter of Discussing the Closing of the Harrisburg Municipal Court Bank Account
- ACTION:** Motion to direct the City staff to close the Municipal Court bank account and transfer all funds to the City bank account.
16. The matter of Discussing N. 8<sup>th</sup> Street Water Line Replacement
- STAFF REPORT:** Plans for N. 8<sup>th</sup> Street
- ACTION:** Motion to approve the construction and installation of a new waterline on N. 8<sup>th</sup> as outlined on the proposed drawings.
17. Other
18. Adjourn