



1. CALL TO ORDER/AGENDA REVIEW

Mayor Kathie Oriet called the work session to order at 6:00 PM. Item 3.A. on the work session agenda was tabled to the August 21, 2018 meeting and a presentation by The Carlton Music Project on the Music for Hope event was added after item 3.B.

2. ROLL CALL

Members Present: Mayor Kathie Oriet, Council President Scott Carl, Councilors Scott Chitwood, Gwen Jernstedt, Carey Rhoads, and Amy Wilder

Staff Present: Finance Director Christy Martinez and City Recorder Jennifer Nelson

3. ANNOUNCEMENTS/REPORTS/PRESENTATIONS

A. Backyard Burning Follow-up

This item was tabled to the August 21, 2018 agenda.

B. LOC Legislative Agenda Priorities Survey

6:01 PM

Christy Martinez presented the agenda item stating the League of Oregon Cities (LOC) requested city councils around the state to offer their top four legislative priorities for 2018 and offered staff suggestions. Council members agreed by consensus on the following four issues: Beer and Cider Tax Increase, Infrastructure Financing and Resilience, Permanent Supportive Housing Investment, and PERS Unfunded Liability Revenue Stream Dedication.

C. 2018 Carlton Music for Hope Event

6:08 PM

This item was added to the agenda. City Recorder Jennifer Nelson distributed the special events application (see official meeting record). Scott Carl summarized the plans for the event and change in time from 10:30am-10:30pm, last year they were permitted to be there until 11pm if needed. The event is open to public and free with an option to donate. Staff will follow up with insurance requirements and a concession agreement. The approval of this event was added to the regular meeting consent agenda.

D. Yamhill Carlton School Board Meeting on Declined Enrollment

6:10 PM

This item was added to the agenda mid-meeting. Chitwood spoke about Gwen and his attendance to Yamhill-Carlton School District board meeting to find options for increasing enrollment. The largest impact to enrollment is affordable housing. Chitwood reported the district is considering a two-school district with a consensus to get rid of the Carlton elementary school and move all students to a central campus. Charter schools are the other option in consideration. The next steps are to gather ideas in addition to those options presented. The school district will place another bond on the ballot when the current one drops off.

E. Carlton Fun Days Follow-up

This item was added to the agenda mid-meeting. Chitwood provided a recap of the Carlton Fun Days event noting the unexpected arrival of 116 car show vehicles and extended appreciation to the public works and police department for their help. The committee plans to expand the street closures and parade routes next year to accommodate an expected 200 cars.

Discussions followed about the cancelation of the August 7 council meeting for National Night Out activities, the next meeting on August 21, agendas and minutes consolidation, hiring staff support, communications regarding new water and sewer rates, and details about the stage 1 water restriction.

4. ADJOURN TO REGULAR MEETING

The work session adjourned at 6:39 PM.

REGULAR MEETING

7:00 PM

1. CALL TO ORDER

Mayor Kathie Oriet called the regular meeting to order at 7:00 PM.

2. ROLL CALL

Members Present: Mayor Kathie Oriet, Council President Scott Carl, Councilors Scott Chitwood, Gwen Jernstedt, Carey Rhoads, and Amy Wilder

Staff Present: City Attorney Walt Gowell, Finance Director Christy Martinez, Police Officer Tim Jordan, and City Recorder Jennifer Nelson

Others Present: Linda Watkins and Heidi Larson

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

4. CHANGES OR ADDITIONS TO THE AGENDA

The approval of the 2018 Carlton Music Project special event request was added to Consent Agenda item 7.D.

5. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Visit Carlton Tourism Committee Appointment – Carrie Simonson

7:01 PM

MOTION: Jernstedt/Wilder to approve the Mayor's reappointment of Carrie Simonson to the Visit Carlton Tourism Committee for another three-year term expiring on June 30, 2021. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

B. Proclamation – Recognition of City Hall Project Advisory Committee

7:04 PM

Gowell read the proclamation (see meeting agenda packet).

MOTION: Jernstedt/Carl to adopt the proclamation in recognition of the City Hall Project Advisory Committee. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

6. CITIZEN COMMENTS

7:06 PM

Oriet called for citizen comments. Linda Watkins thanked the council for all they do.

7. CONSENT AGENDA

7:07 PM

A. Meeting Minutes

1. City Council Regular Meeting Minutes – May 15, 2018
2. City Council Work Session Minutes – June 5, 2018
3. City Council Regular Meeting Minutes – June 5, 2018

B. Department Reports

C. Accounts Payable Report

D. Special Event Request: 2018 Carlton Music for Hope (added during the work session)

MOTION: Carl/Rhoads to approve the consent agenda including City Council regular meeting minutes from May 15, 2018, work session and regular meeting minutes from June 5, 2018, the monthly department reports, the accounts payable report, and the approval of the 2018 Carlton Music for Hope special event request, as submitted. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

8. ORDINANCES/RESOLUTIONS/DISCUSSION/ACTION ITEMS

7:08 PM

A. Ordinance No. 2018-718: Adopting Consumption-based Billing Policy for Sewer

C.Martinez summarized the background and staff report (see meeting packet). Gowell explained updates to lien ordinances, measure 50 violations, refund amounts, and owner/tenant agreements and responsibilities.

MOTION: Carl/Wilder to adopt Ordinance No. 2018-718 adopting consumption-based billing policy by title only. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

Gowell read Ordinance No. 2018-718 by title only.

MOTION: Carl/Jernstedt to adopt Ordinance No. 2018-718 codifying sewer billing procedures and rates, amending payment responsibility, updating lien attachment and enforcement provisions, and declaring an emergency in the first reading, by title only. Motion carried by roll call vote (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

MOTION: Carl/Chitwood to adopt Ordinance No. 2018-718 adopting consumption-based billing policy by title only. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

Gowell read Ordinance No. 2018-718 by title only.

MOTION: Carl/Jernstedt to adopt Ordinance No. 2018-718. Motion carried by roll call vote (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

B. Resolution No. 2018-266: Accept the Certified Election Results

7:14 PM

Nelson presented the staff report and noted a correction to the date in the recommendation changing the date of the election from May 19, 2015 to May 15, 2018.

MOTION: Carl/Chitwood to approve and authorize the Mayor to sign Resolution No. 2018-266 approving the canvass of city election results for the May 15, 2018 primary election and spreading such results onto the official records of the City of Carlton. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

C. Resolution No. 2018-267: Dissolve the City Hall Project Committee

7:16 PM

C.Martinez summarized the report noting the committee's purpose was served by their recommendations to council (see agenda packet).

MOTION: Chitwood/Carl to approve and authorize the Mayor to sign Resolution No. 2018-267 to dissolve the City Hall Project Citizens' Advisory Committee. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

D. Resolution No. 2018-268: Lease Agreement for Meter & AMI– Core & Main

7:17 PM

C.Martinez summarized the lease agreement (see agenda packet). Gowell asked for findings that sole-source limitations were met for procurement regulations and tabled the item to August 21, 2018 to ensure contract procurement policies were met.

E. Request for Council Action: City Hall/Public Safety Facility

7:22 PM

C.Martinez summarized report recommending Council not to proceed with a bond to ballot a second time (see agenda packet).

MOTION: Wilder/Carl to direct the City Manager to develop an alternative solution for the City Hall/Public Safety facility needs and present for consideration within 90 days. Motion carried (6 Yes/0 No/1 Absent [Ward-Mullen]/0 Abstain).

9. FUTURE AGENDA ITEMS/COUNCIL DISCUSSION TOPICS

7:24 PM

None appeared.

10. ADJOURNMENT

The regular meeting adjourned at 7:25 PM.

APPROVED by the City of Carlton City Council on July 3, 2018.

ATTEST:



Jennifer L. Nelson, City Recorder



Kathie Oriet, Mayor