



City Council Work Session Minutes
Tuesday, October 4, 2022
Via Zoom and at 191 E Main Street, Carlton, Oregon

WORK SESSION MEETING

6:00 PM

1. CALL TO ORDER

6:00 PM

Mayor Linda Watkins called the regular meeting to order at 6:00 PM.

2. ROLL CALL

Members Present: Mayor Linda Watkins, Councilors Carey Rhoads, Grant Erickson, Kevin Skipper, and Jami Egland.

Members Absent: Council President Shirley Ward-Mullen and Councilor Guilherme Brandão

Staff Present: City Manager Shannon Beaucaire, Assistant City Manager Christy Martinez, and Accounting Specialist Morgan Shelton, City Planner Kiel Jenkins

Others Present: J’Aime Dumauriee, Robin Geck, Susan Turrell, David Samuel Hill, Lonnie Geck

3. WORK SESSION

6:00 PM

A. Debriefing of September wind event with PGE

City Manager Shannon Beaucaire announced that PGE was going to attend the meeting but notified that they will no longer be able to. Beaucaire said from a city perspective, all generators operated as they should and the city did not experience any problems with the system.

C. OR47 Meeting Debrief (*Added Agenda Item*)

6:01 PM

Beaucaire stated that the OR47 meeting went over the key points discussed during the meeting. Beaucaire then went over the preferred meeting format and suggested dates for future OR 47 meeting dates and topics. Councilors agreed to change November’s meeting to the 15th. Councilors discussed what they thought of the meeting and methods of increasing public participation in the next set of meetings, such as renting a sign for city hall, asking local businesses to display meeting information on their signs, and asking the Oregon Department of Transportation about placing signage at the entrances of town.

B. Columbus Ohio Downtown Development Examples

6:15 PM

City Manager Shannon Beaucaire discussed her trip to the City Managers Conference in Columbus Ohio. She explained how Columbus has incorporated historic architecture with modern architecture by different uses of façade, roadway material, crosswalk tactile domes, and greenways throughout the city.

Council discussed different ways the City of Carlton could incorporate examples from Columbus into the downtown area.

4. FUTURE WORK SESSION AGENDA ITEMS

6:40 PM

None.

5. ADJOURNMENT

6:40 PM

The Work Session meeting adjourned to the Regular Session at 6:40 PM.



City Council Regular Session Minutes
Tuesday, October 4, 2022
Via Zoom and at 191 E Main Street, Carlton, Oregon

REGULAR MEETING

7:00 PM

1. CALL TO ORDER

Mayor Linda Watkins called the regular meeting to order at 7:00 PM.

2. ROLL CALL

Members Present: Mayor Linda Watkins, Councilors Carey Rhoads, Grant Erickson, Kevin Skipper, and Jami Eglund.

Members Absent: Council President Shirley Ward-Mullen and Guilherme Brandão

Staff Present: City Manager Shannon Beaucaire, Assistant City Manager Christy Martinez, and Accounting Specialist Morgan Shelton, City Planner Kiel Jenkins, City Engineer Gordon Munro, and City Attorney Tyler C. Yeoman-Millette.

Others Present: J’Aime Dumauriee, Robin Geck, Susan Turrell, David Samuel Hill, Lonnie Geck, Jacki Herb, Scott McJannet, and Carolyn Thompson.

3. PLEDGE OF ALLEGIANCE

7:00 PM

The Pledge of Allegiance was performed.

4. CHANGES OR ADDITIONS TO THE AGENDA

7:01 PM

None.

5. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

7:01 PM

None.

6. CITIZEN COMMENTS

7:01 PM

None.

7. CONSENT AGENDA

7:02 PM

- A. Meeting Minutes – Approve
City Council – September 6, 2022
- B. Accounts Payable report
- C. Finance reports

Mayor Linda Watkins noted that in the others present section of September 6th's Work Session and Regular Session minutes, the community member listed as Jacki Geck should actually be Robin Geck.

MOTION: Eglund/Erickson to approve the consent agenda including City Council meeting minutes from September 6, 2022, accounts payable report, and finance reports with the stated name change in the September 6, 2022 meeting minutes. Motion Carried. (5 Yes / No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

8. ORDINANCES/RESOLUTIONS/DISCUSSION/ACTION ITEMS

7:04 PM

- A. Ordinance No. 2022-740: Amending R-2 district standards – 2nd reading

City Manager Shannon Beaucaire stated the amendment of the R-2 standards and introduced City Planner Kiel Jenkins to answer any questions the councilors have regarding the change. Councilors had no questions.

MOTION: Eglund/Skipper to authorize the second reading of Ordinance No. 2022-740 by title only. Motion Carried. (5 Yes / 0 No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

MOTION: Rhoads/Eglund to approve Ordinance No. 2022-740 as read. Motion Carried by roll call vote. (4 Yes / 1 No [Erickson] / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

- B. Ordinance No. 2022-739: Psilocybin ordinance title update – 2nd reading

7:08 PM

MOTION: Skipper/Eglund to authorize the second reading of Ordinance No. 2022-739 by title only. Motion Carried. (5 Yes / 0 No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

During the reading, City Attorney Yeoman-Millette questioned the title of the Ordinance and councilors discussed before voting to approve the ordinance.

MOTION: Egland/Rhoads to approve Ordinance No. 2022-739 amended as read. Motion Carried. (4 Yes / 1 No [Erickson] / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

C. Civic Center Bond Counsel selection

7:12 PM

Assistant City Manager Christy Martinez explained the Oregon State requirement for a city to retain a bond council when the City takes out a large debt. She went over the bids and recommended the selection of K&L Gates as Bond Counsel as the lowest bidder and explained their role as bond counsel.

Councilors asked questions about the items included in the bids. Scott McJannet with K&L Gates reiterated their role as bond counsel. Martinez explained the difference between a bond and a bond debt and be made sure to clarify that the City is not taking out a bond for the Civic Center Building but has to retain counsel for the debt to insure that all federal tax requirements are being met. McJannet then went into specifics of the K&L bid and reasons their bid came in so much lower than the others.

MOTION: Erickson/Rhoads to approve the selection of K&L Gates as Bond Counsel for Carlton Civic Center. Motion carried. (5 Yes/0 No /0 Abstain /2 Absent [Ward-Mullen, Brandão]).

D. Reimbursable bond Resolution No. 2022-331

9:22 PM

Martinez explained the IRS requirement to have a reimbursement resolution that allows the city to reimburse it's municipal accounts and add to the bonded debt.

MOTION: Rhoads/Erickson to approve and authorize the Mayor to sign Resolution No. 2022-331 authorizing the reimbursement resolution for the Civic Center. Motion carried. (5 Yes / 0 No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

E. Event Application – Carlton Bike parade

9:24 PM

Beaucaire introduced J'Aime DuMauriee to present her application for the second annual Carlton Bike Parade. J'Aime went over the parade and answered councilor questions surrounding street closures. She went over the traffic controls in place and requested assistance with finding volunteers for the event. She then asked for councilor input on vendors to include and discussed possible locations of public parking.

MOTION: Skipper/Rhoads to approve the event application, the closure of Pine Street on December 4, 2022, the use of amplified equipment from 4 to 7 on the event date, and the use of Kutch, Monroe, Lincoln, Coolidge and 1st streets for the lighted bicycle parade. Motion carried (5 Yes / 0 No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

F. East Main Street project update

7:33 PM

Beaucaire discussed an unforeseen problem associated with the East Main Street project, where immediate action was required. City Engineer Gordon Monroe described the intent of the project to reinforce and reconstruct part of the pavement throughout the project. During excavation it was discovered that that there was an unknown section of concrete roadway beneath the pavement causing problems with the integrity of the project.

Councilors asked questions and discussed the history of grinded inlay projects on Main Street and why this issue was not discovered previously, who is responsible for inspecting large projects to ensure work is meeting predesignated specifications and not impacting future projects, the financial impact of the price increase and how it affects budgeted funds, the project area, and what measures can be taken to scope for similar issues prior to beginning future projects, and if this has been seen in other recent projects.

G. Mercury TMDL plan

7:56 PM

Beaucaire introduced the state required Mercury TMDL plan developed by the city with direction from the Department of Environmental Quality. City Engineer Gordon Monroe explained what a TMDL plan is, how it is addressed by the presented plan and future steps required after the plan is adopted by the city, what developments will and will not be affected by the change, and the timeframe the city has for full implementation of the plan.

MOTION: Egland/Rhoads to adopt the City of Carlton Nonpoint Source Mercury TMDL Implementation Plan as approved by the DEQ. Motion carried. (5 Yes / 0 No / 0 Abstain / 2 Absent [Ward-Mullen, Brandão]).

09. FUTURE AGENDA ITEMS

8:02 PM

None.

10. ADJOURNMENT


8:03 PM

The Regular Session meeting adjourned at 8:03 PM.

APPROVED by the City of Carlton City Council on November 15, 2022.

ATTEST:



Morgan Shelton, Finance Specialist

Linda Watkins, Mayor