

# COUNCIL MEETING MINUTES

JANUARY 22, 2024

**DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, JANUARY 22, 2024

**CONVENED** The meeting convened at 7:01 p.m. with Mayor Lonergan presiding.

## **ROLL CALL**

Mayor Lonergan	Present
Councilor Carney	Present
Councilor Cornwell	Present
Councilor Schaub	Present
Councilor Morris	Present – via video conferencing
Councilor Cabrales	Present
Councilor Wilk	Present

**Staff Present:** City Administrator Derickson, City Attorney Granum, Assistant City Administrator Row, Police Chief Pilcher, Economic Development Director Johnk, Community Services Director Cuomo, Finance Director Turley, Community Development Director Kerr, Public Works Director Stultz, Special Projects Director Wakeley, Human Resources Director Gregg, Public Affairs and Communications Coordinator Moore, City Recorder Pierson, Community Relations Manager Herrera

## **PRESENTATIONS**

Mayor Lonergan announced that the scheduled presentation by Republic Services has been moved to the next meeting in February.

City Administrator Derickson provided an update on the City's response to the ice storm.

## **COMMUNICATIONS**

Mayor Lonergan stated that he received a resignation letter from Councilor Carney who will be moving out of the City. Mayor Lonergan noted that he will proceed with finding a replacement.

## **CONSENT AGENDA**

- A. Woodburn City Council minutes of January 8, 2024,
- B. Acceptance of Easement at 0 Stacy Allison Way (Tax Lot 052W1402300),
- C. Acceptance of Temporary Construction Easement at 1310 N Pacific Hwy (Tax Lot 051W08DB02800),
- D. Redflex Report October through December 2023,
- E. Redflex Year End Report 2023,
- F. Monthly Financial Report,
- G. Building Activity for December 2023.

**Carney/Schaub...** approve the consent agenda. The motion passed unanimously.

Councilor Wilk noted that it would be useful to see the history over time of how the City's red light and speed citation program and if it has influenced reducing speed and running of red lights. Chief Pilcher stated that he would be happy to produce that.

## **PUBLIC HEARINGS**

**2024 Community Development Block Grant COVID-19 (CDBG-CV) from Business Oregon for**

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## **Woodburn Area Emergency Housing Assistance Program**

Mayor Lonergan declared the hearing open at 7:15 p.m. for the purpose of hearing public input on the City's application for a 2024 Community Development Block Grant COVID-19 (CDBG-CV) from Business Oregon for Woodburn Area Emergency Housing Assistance Program. Mayor Lonergan read the following statement: this hearing is being held as part of the Community Development Block Grant application requirement. The City has been notified that we're eligible to apply for up to \$450,000 in Community Development Block Grant funds that aid our region in a rent, utility and mortgage assistance program for income, qualifying persons and households. The City proposes to submit an application in partnership with the cities of Gervais and Hubbard and the program could be administrated by DEV Northwest. The purpose of this hearing is for the City Council to obtain citizen views and to respond to questions and comments about community development and housing needs, especially the needs of low and moderate income persons, as well as other needs in the community that might be assistance with the Community Development Block Grant project and the proposed project and application. We have a brief, brief presentation from staff and then we will get into any questions from Council. Special Projects Director Wakely and Community Services Director Cuomo provided a staff report. No members of the public wished to speak in either support or opposition of the City's application for a 2024 Community Development Block Grant COVID-19 (CDBG-CV) from Business Oregon for Woodburn Area Emergency Housing Assistance Program. Mayor Lonergan closed the hearing at 7:24 p.m.

**Carney/Schaub...** authorize the City Administrator to execute any and all documents related to the grant application and to effectuate an award of the grant, including an agreement with DevNW, who would administer and manage the funded program upon award. On roll call vote the motion passed unanimously.

## **FY 2023-24 Supplemental Budget Request for Transfer Increase from the Water SDC Fund to the Water Capital Construction Fund for Parr Road Water Treatment Project Completion**

Mayor Lonergan declared the hearing open at 7:27 p.m. for the purpose of hearing public input on the FY 2023-24 Supplemental Budget Request for Transfer Increase from the Water SDC Fund to the Water Capital Construction Fund for Parr Road Water Treatment Project Completion. Finance Director Turley provided a staff report. No members of the public wished to speak in either support or opposition of the FY 2023-24 Supplemental Budget Request for Transfer Increase from the Water SDC Fund to the Water Capital Construction Fund for Parr Road Water Treatment Project Completion. Mayor Lonergan closed the hearing at 7:29 p.m.

## **COUNCIL BILL NO. 3238 - RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND APPROVING TRANSFERS OF APPROPRIATIONS FOR FY 2023-2024 FOR THE PARR ROAD WATER TREATMENT PROJECT COMPLETION**

**Carney** introduced Council Bill No. 3238. City Recorder Pierson read the bill by title only since there were no objections from Council. Finance Director Turley provided a staff report. On roll call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3238 duly passed.

## **COUNCIL BILL NO. 3239 - A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS FOR THE GENERAL FUND, BUILDING INSPECTION FUND, WATER FUND, SEWER FUND, AND INSURANCE FUND FOR FY 2023-2024**

**Carney** introduced Council Bill No. 3239. City Recorder Pierson read the bill by title only since there were no objections from Council. Community Finance Director Turley provided a staff report. On roll

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call vote for final passage, the bill passed unanimously. Mayor Lonergan declared Council Bill No. 3239 duly passed.

## FY 2024/25 FINANCIAL PLAN

City Administrator Derickson provided a staff report. **Carney/Cabrales**...adopt the attached FY 2024/25 Financial Plan (Budget Policies and Fiscal Strategy). The motion passed unanimously.

## APPROVAL OF EMERGENCY SEWER MAIN AND SERVICES LATERALS REPLACEMENT AT BLAINE STREET BETWEEN MH 36-MC16-20 AND 36-MC16-21

Public Works Director Stultz provided a staff report. Councilor Wilk stated that he can see this work being done from his window but it does not affect him and there is no conflict of interest. **Carney/Wilk**... award a contract to K & E Excavating, Inc. for performing emergency sewer main and sewer lateral replacement services at Blaine Street between Manholes 36-MC16-20 and 36-MC16-21, in an amount not to exceed \$450,000. The motion passed unanimously.

## COUNCIL BRIEFING OF PLANNING COMMISSION APPROVAL OF A MODIFICATION OF CONDITIONS APPLICATION TO A CONDITIONAL USE APPROVAL FOR TOWNSEND FARMS AT 960 YOUNG ST (MOC 23-03 TO CU 22-02)

The Council declined to call this item up.

## COUNCIL BRIEFING OF PLANNING COMMISSION APPROVAL OF A DESIGN REVIEW, STREET ADJUSTMENT, AND VARIANCE APPLICATION PACKAGE FOR THE SALUD MEDICAL CENTER RENOVATION AT 1175 MT HOOD AVE (DR 23-09, SA 23-07, & VAR 23-07)

The Council declined to call this item up.

## CITY ADMINISTRATOR'S REPORT

The Assistant City Administrator reported the following:

- Made aware of potential funding opportunities from the federal government that may help the Community Center project. Talking with the mayor and a couple other staff people about potentially making a trip to DC to lobby for those resources for our community. It could be upwards of a million to two million dollars available.

## MAYOR AND COUNCIL REPORTS

Councilor Schaub thanked the workers, city employees, the police department, and fire department for all their hard work and collaboration during the ice storm.

Councilor Wilk seconded was Councilor Schaub stated and added that he is glad to see the budget projection looking so good.

Councilor Carney concurred with Councilor Wilk.

Councilor Cabrales concurred with Councilor Schaub and thanked everyone for their hard work.

Councilor Cornwell concurred with Councilor Cabrales.

Mayor Lonergan congratulated the police department on winning the chili feed this year.

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Councilor Morris echoed everyone else's comments.

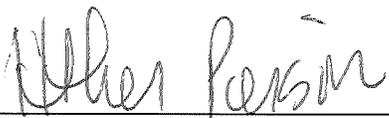
**LEGISLATIVE PRIORITIES WORK SESSION**

Zach Reeves, with CFM Advocates, provided information to the City Council on some of the bills that the legislature will be looking at in their short session which begins February 5<sup>th</sup>. He noted that some of the bigger issues include the governor's housing package and the related policies with that and fixes to Measure 110. He also noted that on the policy side there may be some changes to how cities and local governments are able to allow or deny variances to developers as well as a piece around allowing cities over 25,000 in population a one-time pull in of parcels up to 150 acres that are adjacent to the UGB that they can pull in with some stipulations as to what is developed on the on that land. He added that there may be some items relevant to the City of Woodburn, notably some legislation around development of a WES line.

**ADJOURNMENT**

**Carney/Cabrales...** move to adjourn. The motion passed unanimously. Mayor Lonergan adjourned the meeting at 8:07 p.m.

APPROVED   
FRANK LONERGAN, MAYOR

ATTEST   
Heather Pierson, City Recorder  
City of Woodburn, Oregon