

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
May 6, 2020**

Due to COVID-19 Pandemic, the Mayor and City Councilors attended the meeting virtually. The public was asked to view the meeting live on CTV Channel 5 or on YouTube. Seating was available in the Council Chambers in compliance with the Governor's Executive Order regarding social distancing measures to be taken.

PRESIDING: Mayor Brian Hodson.

COUNCIL PRESENT: Trygve Berge, Tim Dale, Traci Hensley, Greg Parker, Sarah Spoon, and Shawn Varwig.

STAFF PRESENT: Amanda Zeiber, Interim City Administrator; Joseph Lindsay, City Attorney, Julie Blums, Finance Director and Melissa Bisset, City Recorder.

OTHERS PRESENT: None.

CALL TO ORDER: Mayor Hodson called the Regular Meeting to order at 7:02 p.m.

CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS: It was publically noticed that Council would be attending the meeting virtually and written comments and input on agenda items were accepted until 5:00 p.m. on Wednesday, May 6th. No comments were received and no one requested to speak.

MAYOR'S BUSINESS: Mayor Hodson noted that it was National Nurses Day and felt it fitting to acknowledge the day considering what was going on in the World and how they are on the frontlines. He had recently moved into a position where he worked in Senior Living and Adult Care and the nurses are important in the care of the residents and they have been crucial taking care of patients with Coronavirus.

He recognized the Canby Center for distributing a tremendous amount of food to the Canby community. He stated that they need volunteers. There was a computerized system to sign up to volunteer and distribute food to Canby families.

The City had decided what the response would be if certain businesses had decided to open prior to the Governor's decision to do so. The Police Chief and Mayor had made announcements the week prior about the response the City would have in hopes of businesses continuing to follow the Governor's Orders. Over the weekend, there had been a restaurant that decided to open and take sit down customers (in violation of the Governor's Orders). The Police Department received a complaint and responded to the restaurant. The business understood the situation and were very responsive. They resumed to conducting carry-out orders only. The Mayor stated that

he was not in agreement of any restaurants or any other businesses not following the Executive Order of the Governor. He stated he and other Councilors had taken an oath to follow the laws of the City, State and Country. He hoped that Council and the Community would follow the laws. He read a scripture from Romans 13:1-7.

On Tuesday afternoon, the Mayor and four other Clackamas County Mayors met for a press conference to express a desire for Governor Brown to expedite plans to reopen Oregon for business and empowering Counties and Cities to create an expedited plan. Mayor Hodson shared that during the meeting he was asked a question about how he felt about the restaurant opening and his statement did not come out the way he would have liked. He was trying to express the conflict he felt as a leader for those who are vulnerable and frightened with health concerns versus those who are also vulnerable and just a frightened as they watch their livelihood evaporate and they watch their kids and wonder how they will feed, clothe, and shelter them. He received calls from those who are terrified about getting the virus or a loved one getting the virus or because they are one payment away from losing it all, he also had received calls from those who had lost their businesses and will not be reopening. He stands by his position that there needs to be leadership on a restart plan and how it will be achieved or there needs to be the freedom for Counties or Cities to be able to make their own plans. Canby Police Chief Bret Smith, Interim City Administrator Amanda Zeiber and City Attorney Joe Lindsay had spent a number of hours talking about the steps they would take if a business that was not supposed to be open decided to open up. The determined course of action was appropriate and it was an education strategy and the business cooperated.

Mayor Hodson also participated in a call with Clackamas County Chair Bernard, local Mayors and City Managers to receive an update from the County's Emergency Operations and COVID. The curve had been flattened in Oregon. There would be confirmed numbers by area code. They discussed what it would take for the County to create a plan to present to the Governor's office in order to open up. The County would have to show declining COVID cases, sufficient personal protective equipment, would need to be able to handle surge capacity at hospitals, and there would need to be robust testing and tracing would be for anyone you had spent more than 15 minutes with if you were to come down with COVID. The County was looking at increasing staffing.

Representative Christine Drazan spoke at the Community update and elaborated on the numbers and noted that substantial pieces need to be met before counties can open up.

Clackamas County Coordinating meeting would meet the following day. There would be Budget Committee Meetings coming up.

Safety and health measures had been implemented at all City facilities including physical distancing of work stations, staggering schedules, wearing masks, and sign in sheets for contact tracing. During April, planning submissions had been limited to Type I applications. Now all applications were being accepted electronically. In preparation for reopening to the public the City was installing Plexiglas sneeze shields at all public counters, there would also be signage to

encourage physical distancing. The Library was working on a plan for accepting return materials safely. There was currently online programming at the Library. Green spaces were still open at parks; however, park facilities including bathrooms and playground equipment remain closed.

Businesses had made big pivots to drive sales and continue to be successful. Canby Cinema started their Mystery Movie Box, Wayward Sandwiches had been doing virtual wine tastings, Book Nook had been doing Boredom Buster Bundles, Ebners had been running daily BBQ specials, Wild Hare had been offering fully cooked family style meals, other businesses had partnered with others such as Swan Island Dahlias had been selling Wooden Shoe Tulips at their site and Puddin' River Chocolates had showcased the Backstop Bar and Grill and other Businesses. The Library had been offering online programs. The City has been working with the Chamber to launch the #lovelocalcanby campaign that suggested that citizens buy gift cards, leave reviews, order online, share businesses social media posts and take food out. Mayor Hodson challenged citizens to do as much as they could as every dollar would help a business survive.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Berge thanked first responders for the fantastic job they had been doing with a tough situation. He also recognized and encouraged business owners. He stated everyone will come out stronger on the other side.

Council President Dale asked about the requirement of 1,250 of tests per week for Coronavirus. Mayor Hodson clarified that it was the number of tests that would need to happen. If someone came back with a positive test they would need to list everyone they had come in contact with for more than 15 minutes.

Discussion ensued regarding the metrics for opening back up.

Councilor Spoon shared that there were still openings on the Transit Advisory Committee. She was excited to see Gwynn's open back up and Coffee Doodle Doo would be opening back next week. Kona Ice was also being inventive. They were offering online ordering and delivery. She recognized mothers as it was Mother's Day Weekend.

Councilor Parker stated that Aimira Stanley of the Canby Transgender Alliance, and her partner would be moving to Salem. He liked her way of citizenship as she had come to the City Council and kept coming back in a civil and respectful way educating the Council. She changed him and appreciated that she gave him some perspective and understanding that he did not have. He thanked Ms. Stanley for coming to Canby and stated that she made a difference.

The Clackamas County Fairgrounds had been partnering with the Sheriff's office and Clackamas County to arrange food pick up. It was going to be once a week. The Fair Board had not yet decided what to do about the Clackamas County Fair and Rodeo. St. Paul and Sisters had

cancelled their events. The biggest component to putting on a fair was volunteers and often the volunteers were older and more vulnerable to the virus.

He wanted the City to be aggressive as it could be within the limits of the law as it was that day. He had volunteered to be a tracker with Clackamas County.

Councilor Varwig wanted to provide encouragement. He asked people to remember to stay humble and kind and be careful about what they said on social media. He asked the community to give grace and patience to people as everyone was trying to figure out the various losses.

Independence Day Celebration

Discussion ensued regarding the Independence Day Celebration and if a decision should be made to cancel the event. There had been many cancellations of large events in surrounding area due to the Governor's Executive Orders.

City Attorney Lindsay stated that the Executive Order that had been extended to July 6th and any sort of grouping was not allowed unless at least 6 feet of distancing could be maintained. It would be challenging to maintain that level of distancing at a large event.

Interim City Administrator Zeiber stated that volunteers are depended upon for summer events. She had concerns about a large event considering the Governor's orders. She stated any delay in a decision would make it more difficult.

Councilor Parker questioned what would be done about bathrooms and if there would be enough volunteers. He thought that it would be best to cancel the event sooner than later.

Councilor Varwig and Councilor Hensley wanted to wait to make a decision about cancelling the celebration.

Councilor Berge did not want to see the celebration or fireworks go away but he stated that there was a large community that is susceptible and they needed to be mindful. He also wanted to wait a couple weeks to make a decision to see if the numbers would come down.

Ms. Zeiber shared she had just received word from Fire Chief Davis that the fireworks had been cancelled.

Councilor Parker expressed concern about some counties opening and others not noting that if you are in a county that is closed you may go into a county that is open. He stated that the events are regional events for people to come in and people with from counties with a statically higher amount of COVID would be coming in. He stated that if you are living in an area tied down, people from areas with a statically higher amount of COVID would be coming into areas that were opened up.

Councilor Spoon stated she too was concerned about people coming in from the outside. She expressed confidence in Fire Chief Davis and stated that if he didn't feel comfortable having the fireworks it made her nervous about exposing first responders if the event was held.

Discussion ensued regarding the event and if there were alternatives to the event.

Councilor Spoon thought would be a good idea to adapt, respond and take ideas from the community on how to celebrate together.

CONSENT AGENDA: **Council President Dale moved to adopt the minutes of the April 15, 2020 Regular Meeting and April 22, 2020 Special Called Meeting. Motion was seconded by Councilor Hensley and passed 6-0.

RESOLUTIONS & ORDINANCES

Resolution No. 1333: A Resolution adopting budget appropriation transfers for the 2019-2020 fiscal year.

Finance Director Julie Blums explained that typically there are mid-year adjustments. In the Planning Department, there had been far more traffic studies than they thought would be needed and there was a cost and revenue for the traffic studies.

In the Finance Department there was an unexpected bill for an OPEB valuation and a small increase to audit costs.

Cemetery staff time needed to be increased as more time was being spent at the Cemetery to keep up the maintenance of the grounds and handle weekend burials.

Additional appropriation was needed in the Not-Allocated Personnel Services line to cover several Retirements of long-term employees. The City was up to \$200,000 in pay-outs.

The Not-Allocated Materials & Services line needed to be increased to cover the costs related to COVID-19 expenditures. The City would request reimbursement from FEMA, however the timing and amount of the reimbursement was not currently known.

All of the additions were covered by a reduction in appropriations in other General Fund departments due to vacancy savings, projects being rescheduled to Fiscal Year 20-21 and the use of Contingency funds.

The net sum to the General Fund would be zero. The monies were just being moved between departments.

Councilor Parker stated that planning from 14 months ago for today was not a perfect science and it was one of the smaller reconciliations he had seen over his years of service.

****Councilor Varwig moved to adopt Resolution 1333, A RESOLUTION ADOPTING BUDGET APPROPRIATE TRANSFERS FOR THE 2019-2020 FISCAL YEAR. Motion was seconded by Councilor Hensley and passed 6-0.**

Ordinance No. 1523: An Ordinance Amending Canby Municipal Code Chapter 8.16: Fire Prevention Code. *(Second Reading)*

City Attorney Lindsay explained that the amendment was removal of the dates so that the current code would always be used.

****Council President Dale moved to adopt Ordinance 1523, AN ORDINANCE AMENDING CANBY MUNICIPAL CODE CHAPTER 8.16: FIRE PREVENTION CODE. Motion was seconded by Councilor Hensley and passed 6-0 by a roll call vote.**

Ordinance No. 1524: An Ordinance authorizing the City Administrator to execute a contract with R.L. Reimers Company for the 2020 Wastewater Treatment Plant Primary Clarifier Improvement Project; and declaring an emergency. *(Second Reading)*

****Councilor Hensley moved to adopt Ordinance 1524, AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH R.L. REIMERS COMPANY FOR THE 2020 WASTEWATER TREATMENT PLANT PRIMARY CLARIFIER IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Spoon passed 6-0 by a roll call vote.**

Ordinance No. 1525: An Ordinance authorizing the City Administrator to execute a contract with CURRAN-McLEOD, Inc. Consulting Engineers for Engineering Services to complete improvements to South Ivy Street Sanitary Sewer Collection System; and declaring an emergency. *(Second Reading)*

City Attorney Lindsay explained that the contract was for the engineering services to complete the improvements to South Ivy and it was part of a bigger project.

****Councilor Hensley moved to adopt Ordinance 1525, AN ORDINANCE AUTHORIZING THE INTERIM CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH CURRAN-McLEOD, INC. CONSULTING ENGINEERS FOR ENGINEERING SERVICES TO COMPLETE IMPROVEMENTS TO SOUTH IVY STREET SANITARY SEWER COLLECTION SYSTEM; AND DECLARING AN EMERGENCY. Motion was seconded by Councilor Varwig and passed 6-0 by a roll call vote.**

Ordinance No. 1526: An Ordinance authorizing the City of Canby to enter into a contract with FCS Group for the completion of an Economic Opportunities Analysis; and declaring an emergency. *(First Reading)*

City Attorney Lindsay stated that the emergency clause was not necessary. He explained that it was related to a grant that was received in November and it truly isn't an emergency.

The City had been awarded a technical assistance grant from the Department of Land Conservation and Development in 2019 and the agreement would allow for completion of an Economic Opportunities Analysis with a consulting firm. It will provide: Community Economic Development Vision and Objectives, an Economic Trends Analysis, a Site Suitability Analysis, an Inventory of Suitable Sites: Provide an inventory, mapped and documented, and assessment of suitable commercial and industrial land to determine whether supply meets the demand, an Assessment of Potential and recommendations.

Mayor Hodson felt it would be a great piece to have as they look toward future planning.

Councilor Parker stated that this is an element that can be used in the Comp Plan. He felt it was important to make sure that last year's consultant report was not received. He noted it was important for it to look at the future economy.

****Council President Dale moved to adopt Ordinance 1526, AN ORDINANCE AUTHORIZING THE CITY OF CANBY TO ENTER INTO A CONTRACT WITH FCS GROUP FOR THE COMPLETION OF AN ECONOMIC OPPORTUNITIES ANALYSIS. Motion was seconded by Councilor Berge and passed 6-0 on first reading.**

Ordinance No. 1527: An Ordinance authorizing the Mayor and City Administrator to enter into a contract with Heard Farms for Wastewater Sewage Sludge Removal; and repealing Ordinance 1513. *(First Reading)*

Mayor Hodson noted that the contract was an annual contract for sludge removal and the current contract was with Heard Farms.

****Councilor Hensley moved to adopt Ordinance 1527, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH HEARD FARMS FOR WASTEWATER SEWAGE SLUDGE REMOVAL; AND REPEALING ORDINANCE 1513. Motion was seconded by Councilor Varwig and passed 6-0 on first reading.**

CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS: Interim City Administrator Amanda Zeiber updated the Council on a public Wi-Fi in the parks program being worked on in partnership with DirectLink. They had met at Wait Park and at Legacy Park to discuss locations. They hoped to have Wi-Fi in Wait Park, Legacy and Locust by the end of the summer.


The Maple Street Splash Pad was moving forward.

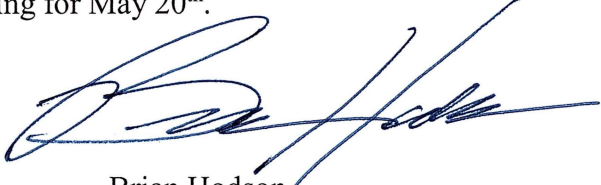
Hanging baskets were going up in the downtown corridor.

ACTION REVIEW:

1. Approved the Consent Agenda.
2. Approved Resolution No. 1333.
3. Approved Ordinance No. 1523.
4. Approved Ordinance No, 1524.
5. Approved Ordinance No. 1525.
6. Passed Ordinance No. 1526 to a second reading for May 20th.
7. Passed Ordinance No. 1527 to a second reading for May 20th.

The meeting adjourned at 8:30 p.m.


Melissa Bisset, CMC
City Recorder


Brian Hodson
Mayor