

**CANBY CITY COUNCIL
REGULAR MEETING MINUTES
December 4, 2024**

PRESIDING: Brian Hodson

COUNCIL PRESENT: Scott Sasse, Daniel Stearns, James Davis, Traci Hensley, and Jason Padden (attended virtually).

COUNCIL ABSENT: Herman Maldonado

STAFF PRESENT: Eileen Stein, City Administrator; Maya Benham, Administrative Director/ City Recorder; Emily Guimont, City Attorney (attended virtually); and Jorge Tro, Police Chief.

CALL TO ORDER: Mayor Hodson called the meeting to order at 7:01 p.m.

NEW EMPLOYEE INTRODUCTIONS: None.

CITIZEN INPUT AND COMMUNITY ANNOUNCEMENTS:

Alan Jay, Canby resident, spoke about issues with vehicles parked on the street in the opposite direction of traffic, noise issues with vehicles, and need for warming facilities for the houseless. Mayor Hodson responded parking issues were complaint-driven and could be reported to the non-emergency police number. The City had a noise ordinance for certain sounds to stop by 10 p.m. Zoar Lutheran used to be an overnight warming shelter but it was discontinued a couple years ago by the congregation. The Library was available during operating hours. Denny's was available for people to have coffee or hot chocolate and stay overnight. Other organizations were discussing options for Canby.

Don Perman, Canby resident, said many people used Third Court and other private parking lots in the area to access the Logging Road since there was no parking for the Logging Road on the south side of town. He asked that Third Court be made a public road since it was frequently used by the public and he had done a study to determine Third Court was up to public standards. Mayor Hodson would discuss it with the City Administrator.

Rob Meeks, Canby resident, spoke about people parking on his property on Redwood Street to use the Logging Road and how it affected his tenants.

Mayor Hodson mentioned the passing of a previous Mayor, William (Bill) Pulver and asked that his family be kept in prayer. For the Kiwanis Food and Toy Drive, the biggest need was cash for food gift cards and gifts for older kids (14-17). Light Up The Night was on December 6.

Councilor Davis announced the Fire District was holding an Open House from noon to 3 p.m. on December 14 for the transition of command to the new Fire Chief, Matt Dale. Chief Dale introduced himself.

CONSENT AGENDA: **Council President Hensley moved to approve the October 9, 2024, City Council Work Session minutes, the November 20, 2024, City Council Work Session and Regular Meeting minutes, and the appointment of Carol Palmer to the Heritage and

Landmarks Commission for a term to expire on June 30, 2027. Motion was seconded by Councilor Davis and passed 5-0.

ORDINANCES AND RESOLUTIONS:

Ordinance 1637 – Emily Guimont, City Attorney, gave a recap on the funding agreement outlining the use of the funds and conditions for when the funds must be returned. She also discussed getting a letter from Clackamas County rather than a Memorandum of Agreement (MOA) confirming the transfer of the funds to the Canby Adult Center satisfied their obligations for the Community Development Block Grant funds. She recommended moving forward with the letter instead of going through the long process to get an MOA.

There was discussion regarding adding a timeline for the Adult Center to move out of the current building. Staff would talk with the Adult Center about what was reasonable and still mitigated the risk of maintenance costs to the City in the interim. There was further discussion regarding the risks associated with a letter rather than an MOA with the County and that in the letter it stated the building's useful life had expired which, in effect, meant the original IGA had expired. They then discussed how there was no need for an emergency clause and the timeline for executing the ordinance.

****Councilor Padden moved to approve Ordinance 1637, AN ORDINANCE APPROVING TRANSFER OF FUNDS FROM THE CITY OF CANBY'S GENERAL FUND, UNALLOCATED REQUIREMENTS, TO THE CANBY ADULT CENTER WITH THE ADDITION OF OPTION B OF THE LETTER to come up for a second reading on December 18, 2024. Motion was seconded by Councilor Davis and passed 4-1 with Councilor Stearns opposed.**

OLD BUSINESS: None.

NEW BUSINESS: Ms. Stein presented an amendment to the Police Chief's contract to extend it for two more years.

Councilor Sasse asked why this item was not an ordinance when they had to do an ordinance for Captain Kitzmiller's contract. Ms. Stein responded the difference was that it was a new contract with Captain Kitzmiller and an amended contract with Chief Tro.

****Councilor Davis moved to authorize the City Administrator to enter into an adoption of First Amendment to Extend Contract between the City of Canby and Chief Jorge Tro through December 31, 2026. Motion was seconded by Council President Hensley and passed 5-0.**

MAYOR'S BUSINESS: Mayor Hodson reminded the public to clean up their leaves and use their yard debris bins as the street sweeper could not pick up piles of leaves. The Council's goal setting would be at the end of January and he asked Council about including staff in the process. There was consensus for staff to be present to provide information, but the focus needed to be on the Council Goals.

Mayor Hodson said it was determined applications for new City Committee appointments would be included in the Council packets going forward, and applications for reappointed members

would not be included in the packet. The updated Council policies and procedures would be coming to Council in January to approve. The Region 1 Area Commission on Transportation met and discussed the upcoming legislative session and funding for projects.

COUNCILOR COMMENTS & LIAISON REPORTS:

Councilor Padden announced people could drop their leaves off at Public Works.

Councilor Sasse noted that former teacher Dave Gordon had passed away.

Councilor Stearns said he was not opposed to the agreement with the Adult Center but thought there needed to be more guardrails. He suggested a Work Session on parking due to the public comments they had received. Ms. Stein said the City's Parking Master Plan would be updated next year.

Councilor Davis thanked Public Works for their work on the trees around town. The Parks and Recreation Advisory Board discussed Auburn Farms design, Maple Street Park lighting, and Pedal Park Grand Opening in Sandy. The Adult Center Christmas Dinner would be on December 19.

Council President Hensley attended the Chamber Luncheon and the Catalinas winter concert would be on December 18 and 19.

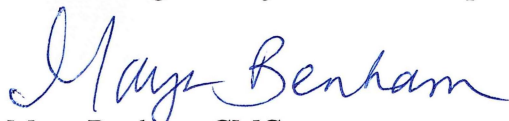
CITY ADMINISTRATOR'S BUSINESS: Ms. Stein shared the Walnut Street extension project, 10th Street improvement project, and the fuel facility had gone out to bid. She discussed upcoming meeting agenda items. Canby Utility chose for the owner's rep to continue with the original firm, but the price was adjusted. This would be for 10% design and then they would move into the design process. She would be meeting with the School Superintendent to discuss various issues. They had received 17 applications for the Citizens Engagement Academy.

CITIZEN INPUT: None.

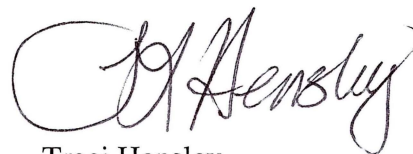
ACTION REVIEW:

1. Approved the consent agenda.
2. Approved Ordinance 1637 with option B to include the letter to a second reading on December 18, 2024.
3. Approved the amendment to extend Chief Jorge Tro's contract to December 31, 2026.

The meeting was adjourned at 8:28 p.m.



Maya Benham, CMC
City Recorder



Traci Hensley
Council President

Assisted with Preparation of Minutes – Susan Wood