



City of Aumsville

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AUMSVILLE CITY COUNCIL VISIONING MEETING MINUTES MARCH 28, 2016

Mayor White called the meeting to order at 7:03 PM in the city hall conference room, 595 Main Street, Aumsville, OR. Council present were Mayor Harold White, Councilors Robert Baugh, Jr; Brian Czarnik, Trina Lee, Della Seney, and Lorie Walters. Councilors absent was Nico Casarez. City Attorney James McGehee, and Dave Kinney were also present. They were joined by guest Nancy Boyer, Executive Director, Mid-Willamette Valley Council of Governments (MWVCOG).

PRESENTATION: Mayor White administered the oath of office for Mr. Kinney. He will begin his service as city administrator pro-tem on April 1, 2016.

UNFINISHED BUSINESS:

Nancy Boyer, Executive Director, MWVCOG is with council to gain approval of the City Administrator Recruitment Profile and Schedule. Ms. Boyer reviewed the city administrator recruitment profile and recruitment schedule with the Mayor and Council. She provided comparative salary and benefits information for communities in the mid-Willamette Valley. She also provided information on potential locations to advertise the position. The council made considered modifications to the profile. Ms. Boyer informed the council that there will be minor grammatical and typographical changes. Under Veteran's preference, revisions will be made to reference the City of Aumsville website, and where the veteran's preference form can be found. Councilor Walters suggested a minor correction under the Corn Festival description. Mayor White said that one of the best qualities of the community is the pioneer spirit of the citizens which was evident during the tornado several years ago. Councilor Lee stated that she felt the openness, welcoming attitude and friendliness of the residents was important to her when she came to the community. Council was asked if there are there any important traits or characteristics that they want to recruit for. Nancy Boyer said that she has highlighted the collaborative process in making decisions, financial skills, and general knowledge of small city government functions. Mayor White indicated the City Administrator needs to be willing to follow the leadership direction provided by the City Council and implement their directions. Ms. Boyer said that she would make a few amendments to incorporate these ideas into the final copy.

Councilor Baugh said that he did not see any reference to working with local businesses and civic organizations. Ms. Boyer will add some additional information under community relations. Councilor Baugh asked about how the City will communicate things that need to be worked on

in the future. Ms. Boyer responded that this would be incorporated as part of the interview process. Each candidate will be given a tour of the community by staff during the interview process. Sonny Newson, Corn Festival Board president, asked about the community growth potential and suggested inclusion of additional demographic information about the City. Mr. Kinney provided some brief information on city demographics. Nancy Boyer said that she hopes to finalize this advertising brochure and have it distributed at the Oregon City/County Managers Association conference which begins later this week.

Councilor Lee asked about the closing deadline. Ms. Boyer responded that the proposed April 26th deadline should provide candidates with sufficient time to apply. After the deadline, Ms. Boyer will rate candidates and then share the list with the Council at an executive session in May. She expects the City will receive between 35-40 candidates. She also believes the salary range is competitive. The length of service of Maryann Hills is indicative of city stability. Ms. Boyer recommends the City include the full range of desired skills in the advertising flyer. This opens up the whole range for candidates and may attract experienced, as well as candidates with not as much experience. She stated the City's current salary range is competitive and may be a bit ahead of comparable cities.

If approved, the initial ads will be placed on March 29, 2016 and applications will be due on April 26, 2016. Ms. Boyer will return to present the candidates to the City council at the May 9th council meeting. Background checks will then be conducted, and interviews will be planned for the end of June.

Advertising Locations: The Council concurred with the recommendations of Ms. Boyer on where ads should be placed. A short ad in the City newsletter should direct potential candidates to the MWVCOG website. She did not see a need for advertising in the local newspapers or ICMA. Mayor White concurred with the recommendations. Ms. Boyer said the City should expect to get some applications from candidates outside the Pacific Northwest.

Mayor White asked for any public comments. There were none. **Councilor Baugh made a motion to approve the city administrator draft schedule and profile. Voting yes were Councilors Baugh, Czarnik, Lee, Seney, Walters, and Mayor White. The motion carried unanimously.**

Councilor Casarez was not present to give a report on the City Events Collaboration Follow Up. It will be rescheduled.

Mr. Newson asked if the City was going to discuss the Corn Festival parade this evening. He indicated the Corn Festival committee has been focused on the Corn Festival event. He stated he is trying to learn more about other events and activities and how the Corn Festival Committee can help and support other non-profits. Councilor Baugh has said staff has expressed a desire not to spend as much time on the Corn Festival, particularly the month and week before the festival. Public works, city hall staff and police involvement should be reviewed. Councilors Czarnik, Seney, and Walters all indicated there is a need for better coordination and a stream-lined chain of authority and who does what. There is a need to have clarity on who is in charge from Corn Festival committee, parks committee (Councilor Casarez) and staff.

Mr. Newson said that he and the Corn Festival committee can provide insight and recommendations. He explained that he has a great working relationship with City Clerk Colleen Rogers and communicates with her on an almost a weekly basis. Mr. Newson stated that he would like to give the City Council a quarterly report on Corn Festival committee activities and their upcoming plans. Mr. Newson provided City Administrator Hills with a copy of the Corn Festival goals through 2018; he will share those with the city council.

Councilor Czarnik said that he was a judge on several parade categories (equestrian, commercial, walkers, groups) and there were few entries in some categories. Councilor Seney indicated that the number of entries varies by year.

Council took a break at 7:55 PM and reconvened at 8:03 PM

VISIONING PLAN REVIEW

Mayor White referred to page 41 "Transportation." He recommended Council add discussion regarding the Willamette Valley Railroad crossing on 1st Street as a 1 to 5 year goal. Mayor White stated the City needs to initiate a pre-order with Oregon Department of Transportation (ODOT) rail to start talks on installation of a new gating system for the rail crossing on 1st Street, Del Mar and Main Street. ODOT Rail is requiring the city to put in an electronic gating system and wants the City to add money to the Transportation SDC for rail. Potential costs could be \$3 to \$5 million. City needs to schedule more meetings with ODOT Rail and work with the Oregon Business Development's Regional Solutions Team to initiate a pre-order to get all the parties around the table. Mayor White would like to track this issue. He stated that the last discussions that he and City Administrator Hills had were to leave the Transportation SDC as is, rather than add a charge for a rail system that may never be constructed. If an additional charge is collected as part of the Transportation SDC, then it would need to be set aside in a separate fund. Councilor Czarnik expressed concern that the city could be obligated to reimburse developers if the rail is abandoned and no signals are installed.

Mayor White explained that as the local road authority, the City has an obligation for safety improvements if the rail continues to operate and serves the area south of Aumsville. He stated that the only way address this issue is to get the WVRR, ODOT Rail, Union Pacific, Marion County Public Works, Oregon Business Development (Regional Solutions Team) and city officials together for a meeting.

Councilor Baugh asked who was served by the south rail and whether or not Marion County (at Shaff Road) and the City of Stayton (at Washington & Wilco Road) will also be required to upgrade the gating system to current standards. Mayor White and Councilor Baugh commented that there is no benefit to the City of Aumsville and local businesses and residents. When the 1st Street project was constructed, the signalization was deferred.

In order for the City to use the Transportation SDC funds, the project must be listed and Mayor White stated additional charges would be needed. ODOT Rail is allowing the installation be deferred now; the pre-order will identify the requested work and then ODOT Rail will identify the required improvements for the City to install. ODOT Rail wants to retain the rail line (south route to Stayton) for the future. If the railroad is reactivated, then ODOT Rail can order the

City (as the road authority) to install the electronic signals at city expense.

If required, the City will need to re-evaluate the Transportation SDC charges and the benefiting share that can be assigned to new growth and the benefiting share to local residents, that would not be SDC eligible.

1st Street / Hwy 22 Interchange: The council discussed potential needs to upgrade the interchange at the exit ramp from Hwy 22 to 1st Street. Della explained placing a project for improvements before MWACT and ODOT for future funding for this interchange.

1st Street (south turn lane): is a 1 to 5 years goal.

Urban Growth Boundary (UGB) Expansion: Councilor Baugh mentioned that the City does not have very much remaining land for future residential development. Growth cannot occur without a UGB expansion. The City will need to look at an UGB expansion in the near future. Mr. Kinney explained PSU will be updating population estimates in 2016-17. With those population projections, the City will need to analyze locations for future UGB growth for residential developments. This project is in the Visioning Plan to look at in 2016.

It was noted that the city needs to provide updated maps for the Council chambers – aerial photography, contours, etc.

OTHER BUSINESS:

SEI Filing – Oregon Government Ethics Commission (OGEC). Mayor White reminded the Council to go to their city email and fill out the ethics forms. Filing is due by April 15, 2016.

Councilor Czarnik will be going to a Rural Tourism in the North Santiam Canyon area seminar in Gates on March 29th.

ANNOUNCEMENT:

Reschedule Council Photo Shoot for Publication in City Guide to be distributed with the May Newsletter. Mayor White asked Councilors to be ready for a photo shoot after the executive session on April 11th, to take individual pictures and a group picture.

Schedule Labor Negotiation Executive Session April 11, 2016. The session will be at 6:00 p.m. and the city will provide pizza with salad. A staff representative will present a proposal to the City Council. Administrator Kinney will talk to Colleen before the session.

ADJOURNMENT

The meeting adjourned at 8:45 p.m.


Harold L. White, Mayor

ATTEST:


Dave Kinney, City Administrator Pro-Tem