

**City of Lowell, Oregon
Minutes of the City Council Meeting
September 16, 2014**

The meeting was called to order at 7:03 PM by Mayor Paulson

Members Present: Mayor Paulson, Judith Rennert, Gary Reese, Melody Knokey

Members Absent: Jim Burford

Public Comments: Hall O'Regan 62 E 3rd St., suggested to the council to allow the CA to do what he needs to do to catch up. Diana Williams 115 W 2nd St., voiced concern about a neighbor and the dangerous traffic on her street.

Council Comments: None

Approval of Minutes: 7:09 PM

- **September 2, 2014 approved by consensus.**
- **September 10, 2014 Special Meeting/Work Session approved by consensus with a correction.**

Approval of Expenditures: 7:14 PM

CA Lee, PW Superintendent Max Baker and Accounting Clerk Bonnie Graham answered questions from the Council.

Councilor Rennert moved to approve Voucher Directory for September 16, 2014, Councilor Knokey seconded the motion.

PASS 4:0

Recess:7:19 PM

Open Public Hearing: 7:19 PM

Ordinance 287: An Ordinance Adopting Sections 5.053 of the Lowell Revised Code Relating to Smoking in City Parks, Alcohol use in City Parks, and Park Hours and Related Clerical Changes.

Public Comment: Pam Bryant 117 S. Alder St., supports Ordinance.

Closed: 7:22 PM

Reconvened City Council Meeting: 7:22 PM

Special Guest: Chief Kevin Martin, Oakridge Police Department – Introduced himself and discussed Oakridge Police contract with council and CA.

Old Business: 7:36 PM

- **Ordinance 287: An Ordinance Adopting Sections 5.053 of the Lowell Revised Code Relating to Smoking in City Parks, Alcohol use in City Parks, and Park Hours and Related Clerical Changes** – Mayor Paulson relayed input from City Attorney to council, Mayor Paulson moved to make a minor amendment to Ordinance by striking the words 'business or', in

paragraph d) immediately following the words **Blackberry Jam**, seconded by Councilor Knokey.

PASS 4:0

Councilor Reese moved to have first reading on Ordinance 287, second by Mayor Paulson.

PASS 4:0

Mayor Paulson did first reading in full of Ordinance 287: An Ordinance Adopting Sections 5.053 of the Lowell Revised Code Relating to Smoking in City Parks, Alcohol use in City Parks, and Park Hours and Related Clerical Changes

Mayor Paulson moved to bring Ordinance 287 back to the next council meeting for a second reading by title only, seconded by Councilor Rennert.

PASS 4:0

- **Park Security Camera** – Jerry Bjornstad, Park Advisory Chairman presented information on security cameras for parks and City Hall. Discussion followed. CA will draft verbiage for policy to access footage from security camera's. Council feels it is within CA's budgetary authority to proceed with purchase.

- **Financial Review** – CA gave an up-date on the CPA review request, discussion followed. CA was directed to contact Acuity Forensics tomorrow for a quote, also provide Councilor Rennert a copy of the recording from the 2-12-2012 Council Meeting. Discussion followed with council, CA and Bonnie Graham, Accounting Clerk. Financial Reports presented just prior to council meeting were reviewed and noted to be deficient in substance and accuracy. Discussion ensued relating to difficulties entering and retrieving data from the computer software program. Councilors suggested that the CA pro tem explore the possibilities of training in this software program for the new Accounting Clerk.

- **Resolution 609 – Adjustment to City Hall Hours/Days** – Public Comments: Don Bennett 540 Sunridge Lane, voiced opposition to having office closed on Fridays. CA read his staff report on topic, and voiced opposition also. **Councilor Rennert moved and Councilor Reese seconded Resolution 609, Resolution Amending the City of Lowell's Personnel Policies & Procedures Employee Manual Relating to Hours of Work and Work Schedules.**

PASS 3:1 Mayor Paulson opposed

- **City Administrator Performance Reporting** – Mayor Paulson gave a review of process. Public Comment: Idella Stinson 26 E 3rd St., voiced concern about the 20 hour work week for CA and is grateful that he is here. **Mayor Paulson moved to adopt the Performance Review and Performance Appraisal Document and Process before them, seconded by Councilor Knokey.** Discussion followed. CA would like the review done in public session.

PASS 4:0 Mayor Paulson asked council to have their completed evaluations to him by Oct. 1, 2014, so he could consolidate the information, for the Oct. 7th meeting.

- **Employee Hiring Procedures** - Mayor Paulson gave a rough draft for council to review.

New Business: 10:10 PM

- **Ordinance for Medical Marijuana Dispensaries** - Councilor Reese gave a brief introduction. Public Comment: Ken Larsen 657 N. Moss St., is opposed to having a dispensary in Lowell. Pastor Dave Corwin 82 N Hyland Lane, asked the council to not allow a dispensary. Idella Stinson 26 E 3rd St., voiced opposition to allowing a dispensary. Joey Corwin 82 N Hyland Lane, voiced concern for the children in this community, if a dispensary is allowed. Councilor Reese made a statement of why he is against medical marijuana dispensaries. Discussion followed with councilors. Councilor Reese will continue to work on the writing of the Ordinance.

- **Code Enforcement** – Mayor Paulson gave a brief introduction. Public Comment: Dave Corwin 82 N Hyland Lane, suggested council evaluate what they are asking of the CA. Idella Stinson 26 E 3rd St., voiced concern about how much is on the CA's plate. Discussion followed, more discussion to come at the next meeting.

Reports: 11:02 PM

- **Parks Advisory Committee Meeting Minutes – Sept. 4, 2014**
- **Economic Development/Enterprise Zone Advisory Committee Meeting Minutes – July 9, 2014.** The completed pamphlet was presented. Councilor Reese asked about putting up a Perma Poster down by the Covered Bridge, discussion followed. CA will check with county on restrictions.
- **City Administrator's Staff Report** – He stated he is waiting to hear from Todd on the Covered Bridge gate issue. He has a contract ready to be signed tomorrow by Tim Sanders who has Distribution Certification. He has the request for Waste Water Treatment contract done and is on the website, will be advertised in Sunday paper, and will pursue other places. Discussion followed, CA answered questions from the council.

Other Business: 11:09 PM

- Councilor Rennert asked if a billing statement has been received from Becky Long CPA yet, CA replied no.

Adjourn: 11:10 PM

Approved: Stephen Paulson
Stephen Paulson, Mayor