

MINUTES
STANFIELD CITY COUNCIL
REGULAR MEETING AND PUBLIC HEARING
TUESDAY, MARCH 19, 2019
CITY COUNCIL CHAMBERS
150 WEST COE AVENUE

CALL TO ORDER

The regular meeting of the Stanfield City Council was called to order at 6:01 p.m. by Mayor Tom McCann at the Stanfield City Council Chambers, located at 150 West Coe Avenue, Stanfield, Oregon.

ROLL CALL

Members present were Mayor McCann and Councilors Scott Challis, Del Manley, Jason Sperr, Susan Whelan, Don Tyrrell, and Ralph Parrish. Student Representative Madison Poulson was absent. City Staff present were City Manager Blair Larsen, Police Chief Bryon Zumwalt, Public Works Director Scott Morris, Librarian Cecili Longhorn, and Finance Director Jerry Carlson.

FLAG SALUTE

Mayor McCann led the audience and members of the Council in the Pledge of Allegiance.

APPROVAL OF MINUTES FROM MARCH 5, 2019

Mayor McCann approved the minutes for the March 5, 2019 City Council Meeting as written.

PRESENTATION FROM UMATILLA COUNTY HEALTH DEPARTMENT REGARDING TOBACCO RETAIL LICENSES

Mariah Hinds, tobacco prevention and education coordinator for the Umatilla County Health Department gave a presentation on youth tobacco prevention, including electronic cigarettes. She said that the Health Department is looking for City support of a County Retail Tobacco license program which is designed to decrease underage use of tobacco. She said that the City of Pilot Rock has agreed to support the program, and the City of Pendleton is looking into it. She said that the County Commissioners support the program, which will be strongest if each city supports it as well. She asked that the City of Stanfield support the program.

Ms. Hinds said that the Tobacco Retail Licensing program would hold retailers responsible for preventing the sale of tobacco to youth, and would penalize stores and store employees for selling tobacco to youth. She said that the noncompliance rate for tobacco sales was 24%. She said that the program would be run by the County Health Department, under an intergovernmental agreement with the City. Councilor Sperr asked where the funding comes from. She said that their staff is all funded by state grants, but the Tobacco Retail Licensing program would be funded by fees paid by retailers who sell tobacco products. She said that many electronic cigarette products are geared toward children, with youth-oriented flavors.

Councilor Whelan asked what the health department is asking for. Ms. Hinds asked for a formal motion supporting the program, after she will ask the County Commissioners to pass an ordinance. An intergovernmental agreement would then be drafted.

Councilor Sperr asked how this program would affect the Police Department. Ms. Hinds said that this will not add to their current workload. She said they are happy to partner with other agencies or community groups, if those organizations desire.

Mayor McCann asked how much this would cost the retailers. Ms. Hinds said they are looking in to that, but they don't know yet.

Mayor McCann asked about underage clerks being able to sell tobacco products. Ms. Hinds said that there is no state law against that, but that could be included in the Tobacco Retail Licensing program.

Councilors Whelan and Parrish moved and seconded to support the County Health Department's Tobacco Retail Licensing program. Ayes: Challis, Manley, Sperr, Tyrrell, Whelan, and Parrish. Nays: none. Motion carried.

RESOLUTION NO. 03-2019: A RESOLUTION AUTHORIZING THE EXPENDITURE OF GRANT FUNDS TO PURCHASE A COLOR COPIER

Mayor McCann asked who could use the new copier and where it would be located. Mr. Larsen said that it will be located at the Library, and Library staff would use it, but residents could pay

for copies to be made. Councilor Challis asked about maintenance and cartridges. Ms. Longhorn said that the new machine would come with a contract for maintenance and copies, about \$24 per month. Mr. Larsen said that it is with the same company that the City currently uses for its machines, and the contract includes ink and maintenance for a certain amount of copies. He said that this would be a decrease from the current contract. Mayor McCann asked when the machine would be delivered. Ms. Longhorn said it would be installed in a couple of weeks.

Councilors Parrish and Tyrrell moved and seconded to adopt the resolution. Ayes: Challis, Manley, Sperr, Tyrrell, Whelan, and Parrish. Nays: none. Motion carried.

DISCUSSION REGARDING PROPOSED AGREEMENT WITH THE UMATILLA COUNTY SPECIAL LIBRARY DISTRICT

Mayor McCann asked for questions about the agreement. Councilor Whelan asked if the City is already receiving the services that are listed in the agreement. Mr. Larsen said that as far as he knows, the City is. Councilor Whelan asked about the provision of training, in particular. Ms. Erin McCusker, director of the Umatilla County Special Library District said that the district will soon be starting more training, and City officials and staff would be invited. Ms. Longhorn said that this agreement holds both sides, the district and the City, to a higher standard, and they have included some things that the Libraries have asked for. She said there are some provisions that protect libraries.

Mayor McCann asked about grant opportunities for staffing. Ms. McCusker said that the district helps find opportunities for grants. Ms. Longhorn said that staffing costs are difficult to find grants for. Mayor McCann asked about expanded library hours. She said that there is not enough foot traffic to justify expanding library hours at this time.

Mr. Carlson said that the proposed agreement has a requirement for the City to abide by GASB, but the City is on a modified-cash basis of accounting, and does not meet GASB requirements. Ms. McCusker said that she would look into that.

Councilor Whelan asked about reductions in revenue specified in the agreement. Ms. McCusker said that in the event that the district receives less funding, then all the cities would have a similar reduction in funding, decreased by the same percentage.

Mr. Larsen said that he does not recommend the agreement be signed as it is written. He said that the problem Mr. Carlson identified earlier is one reason why, but the agreement also does not specifically mention the funding formula, despite it being contained in an appendix. In addition, he said the he would like to see a commitment from the district in the agreement itself that the district will create a new funding allocation formula. He said that verbal commitments and motions passed by their board are not enough, as they can easily change their minds later. He said that only language in the agreement is enforceable.

Councilor Whelan asked Ms. McCusker if there was a problem with the funding formula among the library district board. Ms. McCusker said that there is no clear formula for determining the allocation percentages, and the board wants to correct this problem and is putting together a plan to address the problem. Councilor Whelan asked how much the City receives from the district. Mr. Larsen said about \$75,000 per year. He said that it is the bulk of the library fund revenue. He said that the City transfers \$12,000 per year from the general fund to the library fund.

Mayor McCann asked if the auditors ever voiced any concern about the agreement. Mr. Larsen said that they haven't, they only look into whether the City is accounting for the money it receives properly.

Councilor Whelan said that she doesn't see what the City has to gain by waiting, but a lot to lose. Mr. Larsen said that he would not risk losing the funding, and would recommending signing the agreement before the district's deadline, but he would like to try to have the agreement adjusted.

The Council, Staff, and Ms. McCusker discussed the funding allocation formula problem.

Mayor McCann recommended that the matter be tabled for now until more was learned about the possibility of modifying the agreement. The consensus of the Council agreed.

COMMITTEE REPORTS

Police/Court: The court report was submitted in writing. Chief Zumwalt said that the police court reports was submitted in writing. He said the new cars are getting outfitted and the new officer graduates in May. He said there was a child death last weekend that is still under investigation, and he is heading to Clackamas to meet with the medical examiner tomorrow.

Councilor Challis asked about police activity at Pilot. Chief Zumwalt said it spikes when there is bad weather, but it is always at the top of the list. He said that there is a lot of activity there. Councilor Challis said that truck stops are a haven for bad behavior. The Council and Staff discussed the Pilot truck stop and activities there.

Public Works/Building: The Public Works monthly report was submitted in writing.

Finance/Administrative: Councilor Whelan asked what the \$10,000 miscellaneous revenue was. Mr. Carlson said that he would have to look into that get an answer to her later.

Councilors Sperr and Manley moved and seconded to approve the payment of the bills for the month of February in the amount of \$186,140.60, as funds become available. Ayes: Challis, Manley, Whelan, Parrish, Sperr, and Tyrrell. Nays: None. Motion carried.

Councilors Sperr and Manley moved and seconded to approve the Financial Report for the month of February, 2019. Ayes: Challis, Manley, Whelan, Parrish, Sperr, and Tyrrell. Nays: None. Motion carried.

Safety: Chief Zumwalt said that the Safety Committee met to discuss an injury that happened to a police officer.

Library: Submitted in writing.

Councilors Challis and Sperr moved and seconded to approve all the committee reports. Ayes: Challis, Manley, Whelan, Parrish, Sperr, and Tyrrell. Nays: None. Motion carried.

COMMENTS FROM THE AUDIENCE

Cecili Longhorn said that vaping is a major problem at the school right now, and she thinks it is bigger than people think. She said there is marijuana available for vape pens now.

OTHER BUSINESS

Mr. Larsen said there is no update on various buildings in town. He said that the County Commission has a public hearing the next day to co-adopt the City's urban growth boundary change. He said that he will be out of town the first week of April, and the next meeting will be on April 16th. He said he is in the midst of preparing his proposed budget, and hopes to have it ready for them to review in mid-April.

COMMENTS FROM THE STUDENT REPRESENTATIVE

None.

COMMENTS FROM THE COUNCIL

Councilor Challis asked about the setback issue that Mr. Larsen included in the memo. Mr. Larsen said that current setbacks in the residential zone make it impossible to fit the typical-sized double-wide manufactured home on the lot. He said that the consensus of the planning commission was to adjust the rear setback in the residential zone to 10 feet, down from 15 feet, and that this would apply to all homes, rather than just manufactured homes. He said he wanted to get the Council's opinion on the matter before using City resources on the issue. The Council and Staff discussed the issue. Councilor Sperr said that he didn't think the change would have much of a negative impact.

Mayor McCann said that he will be going out of town the next Friday to go to Arizona for a week.

ADJOURNMENT

With no other business to consider, Mayor McCann adjourned the regular meeting of March 19, 2019 at 7:28 p.m. The next meeting was scheduled for April 16, 2019.

Respectfully Submitted,

W. Blair Larsen, City Manager/Recorder

Attest: _____

Date of Approval: _____

Mayor