

**CITY COUNCIL
MEMBERS:**

KEITH WEISS (MAYOR)
ROBBIE MCCOY (PRESIDENT)
PAT COY

MAUREEN WRIGHT
ALEXA BENSON

MINUTES

City Council Meeting
Monday January 9, 2023 2:30 PM
Veneta City Hall – J.W. “Bill” Smigley Room
88184 8TH Street, Veneta, Oregon

Present: Mayor Keith Weiss, President Robbie McCoy, Councilor Pat Coy,
Councilor Maureen Wright, Councilor Alexa Benson
Absent: None
Staff: City Administrator (CA) Matt Michel, Management Analyst (MA) Cole
Haselip, Community Development Director (CDD) Matt Laird, Public
Works Director (PWD) Kyle Schauer, Finance Director (FD) Tim Gaines,
Sgt. Tim Ware
Public: Darlene Harris

1. CALL TO ORDER

Mayor Weiss called the City Council to order at 2:30 p.m. and reviewed the agenda.

2. SWEARING-IN OF NEWLY ELECTED COUNCIL MEMBERS

Mayor Weiss introduced Municipal Judge Alan J. Leiman
Judge Leiman swore-in Councilor Robbie McCoy.
Judge Leiman swore-in Councilor Alexa Benson

3. CONSENT AGENDA

- a. Minutes for December 12, 2022 Regular Session
- b. Monthly Check Register
- c. Civic Calendar for February 2023
- d. Public Works Department Monthly Report

MOTION: Councilor McCoy made a **motion to approve the consent agenda as presented**. Councilor Coy seconded the motion. **The motion passed unanimously (5-0).**

VOTE: Mayor Weiss, aye; President McCoy, aye; Councilor Coy, aye; Councilor Wright, aye; Councilor Benson, aye.

4. PUBLIC COMMENT

None.

5. COUNCIL BUSINESS AND REPORTS

a. Business

- (1) Election of Council President
Mayor Weiss opened the floor for nominations to Council President. Councilor Coy nominated Councilor McCoy, who accepted the nomination. No other nominations were made. **By unanimous vote Councilor McCoy was elected Council President.**
- (2) Mayor's Council Liaison Assignments
Mayor Weiss announced Council Liaison assignments as proposed in the meeting packet. There were no objections.
- (3) City Administrator Annual Performance Evaluation Process.
Mayor Weiss provided a process reminder to the City Council.
- (4) Veneta Public Safety Report for December 2022
Sgt. Tim Ware presented their monthly safety report. Discussion ensued.
- (5) Westside Gardeners' Club Community Center Rental Fee Waiver Request

MOTION: President McCoy made a **motion to waive the Community Center rental fee for four (4) daily rentals by the Westside Gardeners' Club and have the total fee of \$180 paid from the Council's Discretionary fund**. Councilor Wright seconded the motion. **The motion passed unanimously (5-0).**

b. Council/Committee Liaison Reports

Councilor Benson will introduce herself to Park Board Chair Soderberg. President McCoy gave an update on the Chamber of Commerce upcoming After Hours event at West Lane Tech. The Chamber's Distinguished Service Awards Committee will start meeting to plan an April event.

Councilor Coy gave an update on Mid Lanes Cares fundraising auction preparations to be held May 7th at 1 p.m. The planning committee for the Kiwanis Kruse-In is meeting.

Councilor Wright gave an update on the Business Assistance Committee that will be hearing from staff about the recent failed negotiation with the Hunter Family on the W. Broadway Attic property.

Mayor Weiss had no updates.

6. STAFF REPORTS

a. Community Development Director (CDD)

(1) Housekeeping Amendment

- i. SECOND READING OF ORDINANCE NO. 571, AN ORDINANCE AMENDING VENETA LAND DEVELOPMENT ORDINANCE NO. 493, ARTICLE 4, 5, AND 11, AND AMENDING VENETA LAND DIVISION ORDINANCE NO. 494, ARTICLE 6.

CDD Matt Laird presented Ordinance No. 571, an Ordinance Amending Veneta Land Development Ordinance No. 493, Articles 4, 5, and 11, and amending Veneta Land Division Ordinance No. 494, Article 6.

MOTION: President McCoy made a **motion for the Second Reading of Ordinance No. 571, an Ordinance Amending Veneta Land Development Ordinance No. 493, Article 4, 5, and 11, and Amending Veneta Land Division Ordinance No. 494, Article 6.** Councilor Coy seconded the motion. **The motion passed 4-0, with Councilor Benson abstaining.**

VOTE: Mayor Weiss, aye; President McCoy, aye; Councilor Coy, aye; Councilor Wright, aye; Councilor Benson, abstain.

CA Michel read the Ordinance by title only.

MOTION: President McCoy made a **motion to Adopt Ordinance No. 571, an Ordinance Amending Veneta Land Development Ordinance No. 493, Article 4, 5, and 11, and Amending Veneta Land Division Ordinance No. 494, Article 6.** Councilor Wright seconded the motion. **The motion passed 4-0, with Councilor Benson abstaining.**

VOTE: Mayor Weiss, aye; President McCoy, aye; Councilor Coy, aye; Councilor Wright, aye; Councilor Benson, abstain.

- (2) Annual Community Development Department Report
CDD Laird presented 12-month performance metrics from the meeting packet.

b. Management Analyst (MA)

(1) Water Rates

RESOLUTION No. 1371: A RESOLUTION ESTABLISHING WATER FEES, CHARGES AND RATES AND GOVERNANCE FOR USERS AND USE OF THE VENETA MUNICIPAL WATER SYSTEM AND REPEALING RESOLUTION NO. 1339

MA Haselip presented their report on resolution No. 1371.

MOTION: President McCoy made a **motion to adopt Resolution No. 1371, a resolution increasing water rates 3%, and other fees, effective March 1, 2023, establishing Water Fees, Charges And Rates And Governance For Users And Use Of The Veneta Municipal Water System And Repealing Resolution No. 1339.** Councilor Coy seconded the motion. **The motion passed unanimously (5-0).**

(2) Sewer Rates

RESOLUTION No. 1372: A RESOLUTION ESTABLISHING SEWER CONNECTION CHARGES, MONTHLY BASE FEES AND GOVERNANCE FOR USERS AND THE USE OF THE VENETA MUNICIPAL SEWER SYSTEM AND REPEALING RESOLUTION NO. 1340

MA Haselip presented their report on Resolution No. 1372.

MOTION: President McCoy made a **motion to adopt Resolution No. 1372, a resolution increasing wastewater rates 2% effective March 1, 2023, establishing sewer connection charges, monthly base fees and governance for users and the use of the Veneta municipal sewer system and repealing Resolution No. 1340.** Councilor Wright seconded the motion. **The motion passed unanimously (5-0).**

(3) Bulk Water Rates

RESOLUTION No. 1373: A RESOLUTION ESTABLISHING BULK WATER FEES, RATES, POLICIES AND PROCEDURES AND REPEALING RESOLUTION NO. 1341

MA Haselip presented their report on Resolution No. 1373.
Discussion ensued.

MOTION: President McCoy made a **motion to adopt Resolution No. 1373, a resolution increasing bulk water rates 3% effective March 1, 2023, establishing bulk water fees, rates, policies and procedures and repealing Resolution No. 1341.** Councilor Coy seconded the motion. **The motion passed unanimously (5-0).**

- (4) Commercial Development Incentives Programs
RESOLUTION No. 1374: A RESOLUTION ADOPTING THE
COMMERCIAL DEVELOPMENT INCENTIVE PROGRAM

MA Haselip presented their report on Resolution No. 1374.
Discussion ensued.

MOTION: President McCoy made a **motion to adopt Resolution No. 1374, a resolution establishing the Commercial Development Incentive Program and direct staff to use up to \$50,000 from the Street Fund to finance the program for the remainder of Fiscal Year 2023.** Councilor Coy seconded the motion. **The motion passed unanimously (5-0).**

- (5) System Development Charges Index Increase Notice
MA Haselip presented their report on the annual System Development Charge (SDC) inflationary index increase, and asked for Council direction on revising the water and sewer SDC reference index. Discussion ensued.

CONSENSUS: The **consensus of the City Council was to apply the 20-City index to water and sewer SDC inflationary indexing direct staff to bring forward a resolution to that effect.**

c. City Administrator (CA)

- (1) City 2021-2023 Work Plan Review
CA Michel gave an update on current Work Plan. Discussion ensued.
- (2) Questions from Councilors
None.

7. OTHER

None.

8. RECESS TO CONVENE VENETA URBAN RENEWAL AGENCY

Mayor Weiss temporarily recessed the meeting of the Veneta City Council at 3:35 p.m. in order to meet as the Veneta Urban Renewal Agency.

9. RECONVENE VENETA CITY COUNCIL

Mayor Weiss reconvened the meeting of the Veneta City Council at 4:45 p.m.


10. OTHER

None.

11. ADJOURN

Mayor Weiss adjourned the January 9, 2023, meeting of the Veneta City Council at 3:45 p.m.

ATTEST:


Keith Weiss, Mayor


Matt Michel, City Administrator