

**COUNCIL MEETING MINUTES  
DECEMBER 10, 2018**

0:00

**DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 10, 2018**

**CONVENED** The meeting convened at 7:00 p.m. with Mayor Figley presiding.

**ROLL CALL**

Mayor Figley	Present
Councilor Carney	Present
Councilor Lonergan	Present
Councilor Schaub	Present
Councilor Morris	Present
Councilor Ellsworth	Present
Councilor Serratos	Present

**Staff Present:** City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Public Works Director Liljequist, Finance Directory Montoya, Police Chief Ferraris, Communications Coordinator Moore, Community Relations Manager Gutierrez-Gomez, City Recorder Pierson

**OATH OF OFFICE AND ELECTION**

City Recorder Pierson administered the Oath of Office to Councilor Robert Carney (Ward III), Councilor Sharon Schaub (Ward IV), Councilor Mary Beth Cornwell (Ward V) and Mayor Eric Swenson.

Mayor Swenson announced that the vote for Council President would be by ballot. Councilors Carney, Morris and Ellsworth all stated that they would be willing to serve as Council President. Ballot forms were distributed to the Council to vote. City Recorder Pierson read the ballots aloud and Councilor Carney was elected Council President.

**OUTGOING CITY COUNCILOR AND MAYOR PRESENTATION**

Mayor Swenson thanked Mayor Figley and Councilor Lonergan for the work they have done for the City of Woodburn. He mentioned that Woodburn Proud will be hosting a dinner and dance to celebrate the leadership of Mayor Kathy Figley and Councilor Frank Lonergan.

Sean O'Day, Executive Director of the Mid-Willamette Valley Council of Governments, thanked Mayor Figley for her service on the Mid-Willamette Valley Council of Governments Board.

**WOODBURN BULLDOGS SOCCER TEAM RECOGNITION**

The Mayor and City Councilors recognized the Woodburn Bulldogs Boys Soccer Team for their State Championship win and presented them with a key to the City.

Mayor Swenson called for a 15-minute recess.

**ANNOUNCEMENTS**

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## DECEMBER 10, 2018

The City Council meeting scheduled for December 24 has been cancelled. The next City Council meeting will be January 14, 2019, at 7:00 p.m. and will take place at the Woodburn Police Department Community Room.

Holiday Closures:

**Christmas:**

City Hall will be closed December 24 and will remain closed until December 28. City Hall will reopen at its temporary location at 970 N. Cascade Drive on December 31. The Library and Transit Services will be closed December 25. The Aquatic Center will be closed December 24 & 25.

**New Year:** City Hall, the Library and Transit Services will be closed January 1. The Aquatic Center will be open.

**APPOINTMENTS:**

Mayor Swenson proposed the following reappointments:

Planning Commission:

- Merri Berlin - Position 6

Woodburn Recreation and Parks Board:

- Ricardo Vazquez Rodriguez - Position I

Budget Committee:

- Elida Sifuentez
- John Reinhardt

Public Art Mural Committee:

- Sharon Schaub

**Ellsworth/Morris** ...approve the appointments. The motion passed unanimously.

**PRESENTATIONS**

Auditor's Report – City Administrator Derickson stated that there will be two audit reports presented tonight, one for the City and one for the Urban Renewal Agency. He noted that though they are not meeting as the Urban Renewal Agency the City Council has the legal authority to act as the Urban Renewal Agency. Chuck Swank representing Grove, Mueller & Swank, P.C., informed the Council that the audits are complete and the City received an unmodified opinion.

**CONSENT AGENDA**

- A. Woodburn City Council minutes of November 13, 2018,
- B. Woodburn Planning Commission minutes of September 27, 2018,
- C. Woodburn Planning Commission minutes of October 11, 2018,
- D. Certified Election Results – November 6, 2018, General Election,
- E. Administrative Order 2018-02 – Digital Imaging Policy,
- F. Crime Statistics through October 2018,
- G. Building Activity for November 2018.

**Ellsworth/Schaub**... adopt the Consent Agenda. The motion passed unanimously.

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**AWARD A CONTRACT FOR THE UNDERGROUND FUEL TANK REMOVAL SERVICES AT 173 GRANT STREET TO PACIFIC NORTHERN ENVIRONMENTAL COMPANY, DBA, COWLITZ CLEAN SWEEP**

City Administrator Derickson provided a staff report. Councilor Ellsworth and Councilor Morris expressed concern about the property owner not helping pay for the removal of the tanks. **Carney/Schaub** ...acting in its capacity as the Local Contract Review Board, award a Contract for the Underground Fuel Tank Removal Services at 173 Grant Street to Pacific Northern Environmental Company, dba, Cowlitz Clean Sweep for \$27,785.00. The motion passed unanimously.

**APPOINTMENT OF CITY COUNCILOR TO THE PUBLIC ART COMMITTEE**

Councilor Cornwell stated that she would be interested in being on the committee. **Ellsworth/Schaub**...appoint Councilor Cornwell to the Public Art Mural Committee. The motion passed unanimously.

**CALL-UP BRIEFING: PLANNING COMMISSION APPROVAL OF DESIGN REVIEW, PARTITION, AND VARIANCE APPLICATIONS FOR OREGON STATE CREDIT UNION AT 1550 MT. HOOD AVE (DR 2018-04, PAR 2018-01, & VAR 2018-02)**

The City Council declined to call this item up.

**CITY ADMINISTRATOR'S REPORT**

City Administrator Derickson had nothing to report.

**MAYOR AND COUNCIL REPORTS**

Councilor Morris thanked the Council for allowing him to be gone and that it is good to be back.

Councilor Schaub stated that she is pleased to be back on the Council and thanked everyone who voted for her. She also thanked the City Administrator and his staff for all their work and Finance Director Montoya and her staff for their work on the financial report. She wished everyone a Merry Christmas and a Happy New Year.

Councilor Ellsworth welcomed the new mayor and councilor and that she looks forward to working with them. She added that Woodburn has many great things going for it.

Councilor Serratos stated that it feels good to be back and looks forward to working with the new appointments.

Councilor Carney stated we have an excellent financial team. He welcomed the new mayor and city councilor and wished everyone a happy holiday.

Councilor Cornwell stated she is happy to be here and that she would like to make a difference

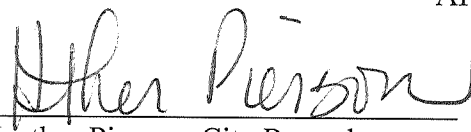
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for her ward and the City as a whole.

Mayor Swenson asked Councilors to keep January 19 and February 8 open for a banquet celebrating Kathy Figley and Frank Lonergan. He added that Woodburn Proud would be sponsoring this event. He also asked them to keep the first or second Saturday in March open for a retreat. Mayor Swenson announced that on December 12 at noon there would be a brief memorial in remembrance of the 10<sup>th</sup> anniversary of the bombing. He added that he is pleased to serve the City.

**ADJOURNMENT**

**Morris/Ellsworth...** meeting be adjourned. The motion passed unanimously. The meeting adjourned at 8:07 p.m.

ATTEST   
Heather Pierson, City Recorder  
City of Woodburn, Oregon

APPROVED   
ERIC SWENSON, MAYOR