
MADRAS MRC-CITY COUNCIL

OFFICIAL MEETING MINUTES

City Council Chambers, 125 SW "E" Street, Madras, OR 97741

Tuesday, March 26, 2024

CITY COUNCIL AGENDA

I. Call Meeting to Order

Mayor Lepin called the meeting to order at 6:28 pm.

II. Roll Call

Council:

Mayor Mike Lepin was present.

Councilors Seibold, Yoder, and Walker were present.

Councilors Soliz, Spencer, and Townsend were excused.

Staff:

City Administrator Will Ibershof via Zoom.

Community Development Director Nick Snead via Zoom.

Finance Director Kate Knop

Public Works Director Jeff Hurd

Public Works Manager Michele Quinn

City Recorder Keli Pollock

Visitors in Person:

Seth Taylor

Laurie Chesley, COCC

Zak Boone, COCC

Jeremy Green, COCC

Scott Aycock, COIC

Debbie Taylor, Chamber of Commerce

Visitors on Zoom:

None

III. Public Comments (please limit to 3 minutes)

The Council reserves the right to limit the number of speakers pertaining to the same topic in the interest of meeting efficiency and expediency.

Seth Taylor of Culver is a candidate for County Commissioner and shared details about himself and why he'd like to be commissioner.

Les Weidner of Madras advised Council of the "Paws For the Cause" adoption event being held May 24-27 at the Madras Grocery Outlet parking lot which benefits the Rockn Ez shelter. This is an adoption event to house as many animals in their forever homes before the shelter closes at the end of June.

IV. Amend or Accept Regular Agenda

There were no changes to the regular agenda.

V. City Council Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

1. Capital Expenditures February 2024

Motion:	That the consent agenda be approved as submitted.			
Moved:	Seibold			
Seconded:	Yoder			
Ayes:	Seibold, Yoder, Walker			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 0
Passed:	3/0			

VI. Public Hearing(s)

1. First Public Hearing of City of Madras Withdrawal of approximately 40 acres +/- from the City limits as lands exchanged with the approximately 40 acres +/- annexed under Planning File No. AX 23-2 & PA-23-1.

A. Mayor Opens Public Hearing

Mayor Lepin opened the hearing at 6:37 pm.

B. Declaration of Conflicts of Interest: Does any Councilor have any actual economic conflict of interest to disclose?

There were no conflicts of interest.

C. Staff Report / Applicant Testimony

Associate Planner Fatima Taha explained that the City Council approved an Urban Growth Boundary adjustment and Annexation proposal (City Files No. PA-23-1 & AX-23-2) and directed staff to prepare the necessary adopting ordinances for the Council to consider at a future meeting. This was the UGB and annexation swap associated with the Yarrow development. This is the first of two public hearings to fulfill the requirements of ORS 222.460. Separately and immediately following the public hearing, the Council will consider passing an order establishing the date, time, and location of the second and final hearing date and affirming that an election shall not be held on the question of withdrawing territory from the Madras city limits.

D. Public Testimony

There was no public comment.

E. Staff Comments

There were no additional comments by staff.

F. Deliberation (Motion to recommend approval, modification, denial, or continue the public hearing to a date and time certain)

There were no deliberations.

G. Mayor Closes Public Hearing

Mayor Lepin closed the hearing at 6:39 pm.

VII. Visitor Presentation(s)/Proclamations

1. Child Abuse Proclamation

Mayor Lepin read the Child Abuse Awareness proclamation and presented it to Madras Police Department Sergeant Steve Webb.

2. Chamber Director Monthly Update

Debbie Taylor, Executive Director for the Madras Chamber of Commerce provided her monthly update to Council.

3. COCC Expansion Project Update

Jeremy Green with COCC updated Council on the Madras Campus Expansion Project. He updated on the design and funding goals. He invited Council and the public to an open house held on 4/4/24 at 4:00pm at COCC Madras campus.

Laurie Chesley, President of COCC spoke on behalf of the project. Laurie asked Council if they would consider financial support on behalf of the city to the extension project.

Councilors expressed the value they find in the expansion project and how excited they are for this to come to Madras. However, at the time they do not have the funds to be able to contribute to the project at this time. City Administrator Ibershoff advised that the city cannot waive any fees for the infrastructure. If this is a project the Council would like to prioritize, then he would work with the Finance Director to see if we can support funding some of the project. Council would like to see if there may be a future funding option for the expansion and would be in touch should one come available.

4. CORE3 Presentation

Scott Aycock with COIC presented to Council an overview, challenges and goals for CORE3. He explained the details on the facilities they'd like to build, funding challenges and what they plan to do to seek additional funding on their project.

VIII. Regular Agenda

1. Willowbrook Park Agreement

Director Hurd reminded Council that SGS Development submitted a land use application to develop Willowbrook Subdivision. After receiving land use approval, SGS pitched the idea that if the city would install irrigation, SGS would plant grass and trees. The City installed irrigation in FY 23 and SGS cut a check to the City for \$14,000 for the City to install trees and grass. Montevista approached the Public Works Department several months ago asking what could be done to get the park finished. Current residents and potential home buyers have been inquiring about the status of the park and Montevista would like to have the park established now versus later when the City is able to obtain grant funding to develop it. During the meeting, the Public Works Director proposed the idea of having Montevista install the grass and trees and the City could hand over the \$14,000 received from SGS Development to put towards it. Montevista requested the City pay for all the work, so the Public Works Director offered Parks SDC credits as a way to move forward to cover the balance. The total project cost is \$50,666. Therefore, the total Parks SDC Credit will be \$36,666 or roughly 21 homes. There are more than 21 lots left to develop at Willowbrook. The staff feels this is a good solution to getting the park established whilst still pursuing grant opportunities to add amenities in the future, such as restrooms, play structures, etc. This is a win-win for the City and the community of Willowbrook Subdivision.

Motion:	That Council approve the Willowbrook Park development agreement with Cloudcrest Homes, LLC.			
Moved:	Seibold			
Seconded:	Yoder			
Ayes:	Seibold, Yoder, Walker			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 0
Passed:	3/0			

2. Golf Course Cart Path

Per the Willowbrook land use decision, the developer was to contribute \$20,000 towards design and construction of a cart path from the subdivision to the clubhouse. The City was then required to construct the path within 18 months of final plat of phase 6. Phase 6 was platted in June of 2023. Staff solicited quotes for the cart path project and K3 Construction is the low responsive bidder and Staff's recommendation is to award the project to K3.

Motion:	Council approves the contract for the Golf Course Cart Path with K3 Construction in the amount of \$49,925.00 and allow the Public Works Director to execute change orders not to exceed the total project cost of \$60,000.
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Moved:	Yoder			
Seconded:	Walker			
Ayes:	Seibold, Yoder, Walker			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 0
Passed:	3/0			

3. City Vouchers - February 2024

Director Knop stated that these are the vouchers posted for the City in the month of February 2024 and staff is requesting Council approve the vouchers.

Motion:	That Council approve the February 2024 City vouchers as submitted.			
Moved:	Seibold			
Seconded:	Yoder			
Ayes:	Seibold, Yoder			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 1
Passed:	2/0			

4. Order setting the final hearing date, time, location, and the second and final hearing date and affirming an election shall not be held on the question of withdrawing territory from the Madras city limits.

Associate Planner Taha advised Council that the City Council held their first public hearing on the matter to withdraw approximately 40 +/- acres from the city limits earlier this evening. Tonight staff is requesting that the Council adopt the Order Setting final hearing to hold the final public hearing on the matter on April 23, 2024 at the council meeting. The order affirms that an election shall not be held on the question of withdrawing territory from the Madras city limits.

Motion:	I move that the City Council adopt Order No. 2024-01.			
Moved:	Seibold			
Seconded:	Yoder			
Ayes:	Seibold, Yoder, Walker			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 0
Passed:	3/0			

5. Memorandum of Understanding between the City of Madras and the Madras Police Employee's Association

City Administrator Ibershof explained to Council that the City of Madras has an agreement with the Madras Police Employees Association for Police Officers and Office Manager. The agreement does not include a future Office Assistant or the current Evidence Technician positions. Staff is asking for Council to approve an MOU between the City and the Madras Police Employees Association to include the two new positions in the Association.

Motion:	Authorize the City Administrator to sign the MOU between the City of Madras and the Madras Police Employees Association.			
Moved:	Seibold			
Seconded:	Yoder			
Ayes:	Seibold, Yoder, Walker			
Absences:	Soliz, Spencer, Townsend	Nays: 0	Absent: 3	Recused: 0
Passed:	3/0			

IX. Department Reports / Committee Updates

Finance: Director Knop reported they are working on the month-end processes, payroll, they are finalizing the budget binders to get out to committee members. She is continuing to work

on the MRC long-term financing options.

Community Development: Associate Planner Taha let them know April 8th there is a work session on the housing action plan, and May 13th a work session on camping regulations. Safeway contracted with an external party to collect shopping carts, that has been a significant impact. The paperless process for permitting will be coming soon.

Public Works: Director Hurd reported that they have received bids for the paving project. City Engineer RFP has two responses. The RFP for airport fuel is going out next week.

City Administrator: Administrator Ibershof reported that one of the sessions he and Director Snead will be attending at the conference is in regard to homelessness. He commended Marco, the new Code Enforcement Officer, for his hard work. He emailed the Council a draft of the strategic plan, please review. He reminded them that the budget committee meetings are all beginning next month, so there will be an influx of meetings.

Council:

Councilor Seibold had nothing to report.

Councilor Yoder reported there was no Airport Committee meeting due to a lack of quorum.

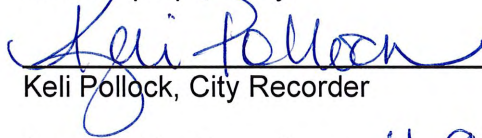
Councilor Walker stated he would like to hear more from the commissioner candidate Seth Taylor on his ideas for homelessness as it continues to be an issue.

Mayor Lepin wanted to commend the Tomi City committee who worked hard to make the Tomi City students' visit to Madras possible. He advised that he hosted a student and overall it was a great experience.

X. Adjourn Council Meeting

Meeting adjourned at 7:49 pm.

Minutes prepared by:


Keli Pollock, City Recorder

Reviewed by:


Will Ibershof, City Administrator

Approved by Council on: 4.9.2024