



Approved: January 14, 2024

CITY COUNCIL REGULAR MEETING MINUTES

December 10, 2024 @ 6:30 p.m.

A. CALL TO ORDER Meeting called to order by Mayor Scott Cowan at 6:30 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Councilors Present: Mayor Scott Cowan, Council President Mark Raum, Councilors Dave Harms, Mike Hickam and John Sullivan

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Matt Straite, Community Development Director; Andrew Potts, City Engineer; Alan Sorem, City Attorney; Sheena Dickerman, City Recorder

D. CHANGES AND ADDITIONS TO THE AGENDA 6:30 p.m.
None

E. CONSENT AGENDA 6:30 p.m.

1) Approval of November 12, 2024, City Council Regular Meeting Minutes

Action: Motion to accept minutes as presented made by Councilor Mark Raum; seconded by Councilor John Sullivan.

- Mayor Scott Cowan: Aye
- Councilor Mark Raum: Aye
- Councilor Dave Harms: Aye
- Councilor Mike Hickam: Aye
- Councilor John Sullivan: Aye

Motion PASSED: 5/0

F. GUEST PRESENTATIONS 6:31 p.m.

1) Linn County Sheriff's Office Monthly Report

Sergeant Steve Frambes reviewed the LCSO monthly report*. Last month, there was one truck that was entered into, off Megan Street, that wouldn't have happened if the truck had been locked. A bike was stolen off Knox Butte Road. This time of year, deputies see a lot of delivery issues and fraud related issues. He gave examples; Gofundme accounts that are not legit and Facebook Market Place purchases that were not legit or picked up without paying.

Councilor Mike Hickam mentioned that credit cards being cloned at gas stations is big in most of the states because everyone pumps their own gas. He asked if the County was seeing an uptick on those now that people are pumping their own gas here. Frambes replied no. He clarified that Hickam was referring to "skimmers". Hickam affirmed. Frambes said the County doesn't have many issues, he has seen them in past years, but it was rare. The County doesn't have a lot of gas stations. It happens more in the bigger cities; Albany, Lebanon, and Sweet Home but they have their own police departments handling those.

Frambes stated deputies had arrested a juvenile, arrested one male driving with a revoked driver's license, and a warrant arrest. City Manager Kevin Kreitman asked if the juvenile was the one that passed the deputy while driving. Frambes replied no.

Frambes said that December was still early and with trends everything goes up during the holidays.

Kreitman reminded that one of the questions that had come up during last month's meeting were the calls to Love's. He reviewed the calls from January 2022 to current, and all that were at Love's and from the address range of 6400 to 6700 Old Salem Road and collected the statistics. He passed around the statistics and reviewed them with the Councilors*. He highlighted the categories; calls where Love's actually called them in, misdials, parking lot collisions, follow-up and extra patrol, and Old Salem Road traffic reports. He said in the two-year period the total number of incidents was 4,846. A lot of the misdials are 911 calls that take place on I-5. Frambes added that once someone comes into the County all 911 calls come to the Sheriff's office. The parking lot collisions were a truck hitting another truck, which equaled about one percent of the calls. He noted that some of the incidents at Love's were incidents that might have occurred in another jurisdiction and the person had a receipt from Love's, but the other jurisdiction asked LCSO to pull camera footage for them.

Kreitman pointed out there were 159 extra patrols, which is good. Most arrests involved at Love's are during extra patrols and are not driven by actual calls coming in. He noted that even though it showed 301 calls, calls were cancelled before the deputy got there because the person left or items that were stolen were returned. Most of the other calls were deputies doing extra patrols and deputies find that people have warrants.

Kreitman said traffic stops that were associated with Old Salem Road with the address range from 6400 to 6700 are about 9 percent of the calls. Frambes added that it would be interesting to do a traffic study through there as there are thousands of people coming in and out every day. LCSO finds a lot of warrants and less than desirable vehicles coming out of there. Deputies will continue to do extra patrols to try and keep those off the streets or keep them moving out of the area. Deputies will continue to do patrols in the neighborhoods but there are less issues in those areas.

Hickam stated that a better picture would be to look at a specific radius of Love's versus the rest of Millersburg. He hears from people that live in the area close to Love's, who have been broken into. Kreitman said he didn't believe that the city sees anything higher, with Love's, than what was happening in those neighborhoods beforehand. Frambes agreed that even with Love's, Millersburg probably has the lowest crime rate.

Councilor Dave Harms said he would like to see the hours associated with the calls. Kreitman replied that it is hard to quantify, but after reviewing about 20 percent of the calls cleared rapidly based on comments. He said that there were a lot of alarm activations at Love's, he included them in the count but 90 percent

of them were cancelled, and a deputy didn't need to arrive on scene. Frambes said a traffic stop is approximately 10 minutes, a warrant arrest with someone transported is about an hour. He shared an example that if a car was broken into at Brownsville and a person used the stolen credit card at Love's, deputies can be going through video footage for four plus hours trying to see when the card was used. He added there is a lot of stuff not documented in the reports the Council receives; deputies don't spend 160 hours doing 156 incidents. He could drive 12 hours in the neighborhood and not create a single call.

Harms asked if Brownsville Pioneer Villa (Villa) had the only other truck stop in the County and if it had as much traffic as Love's. Frambes replied he was unsure, but it was busy. Kreitman believed they had more as the Villa has a hotel. Frambes said the Villa has a bar, a restaurant, and a hotel with 50 rooms, a gas station, and overnight parking in the back with showers. It is busy.

Kreitman added that the next highest number of calls in the City is a business in close proximity of City Hall, and one of the restaurants south of town. Neither has the traffic that Love's does. Frambes commented that Millersburg has a mobile home park at the end of town that is busy. There are a lot of people that live there, the bike was stolen from there, and LCSO responds to a lot of disturbances there and impacts the numbers in the packet. Albany Police Department (APD) probably responds to a lot of calls because they are so close.

Kreitman stated that in the full report, the address range for 6400 to 6700 Old Salem Road had calls that are tagged but are actually outside the City and that Oregon State Police (OSP) or others have responded to. He did not count those. Those are calls that come in off I-5 and are tagged for that address range.

Kreitman commented he was surprised how many calls came in that someone lost their wallet. One call was someone that lost their wallet somewhere between the Canadian border and Love's. Another surprise was that the City is averaging one to two death investigations, it is usually a trucker that someone realized hasn't moved, and has usually been due to natural causes.

Frambes said that the Villa is a pretty good comparable to Love's.

Cowan thanked Kreitman for doing the work of reviewing the last three years. He hopes that staff can continue tracking it. He noted that the accidents that occur at Love's are more about getting a number and report than a huge investigation. Frambes said that Love's will call about an issue and as soon as the suspect knows LCSO is coming the situation is handled before LCSO comes.

G. PUBLIC COMMENT

6:51 p.m.

Doug Iverson, NE Summit Drive, Millersburg, commented that he has lived in five different communities in the last 50 years and has had no issues with trash removal. Since moving to Millersburg, he has had to call about five times because Republic Services has forgotten to pick up trash between NE Barker Street and NE Crestmont Drive on the northern edge of Summit Drive. It has taken them two to three days to come and pick it up. He expressed his disappointment. He didn't think that pay raises

should be based on the time of year but on meritocracy. He thought it was something for the Council to consider.

Iverson commented that his next concern impacted everyone in the city, which was the change of having yard waste picked up weekly. During this time of year, he rarely uses his yard waste from the later part of the fall until the early part of the spring. He has only heard two comments, from those that have large lots, that wanted it picked up weekly. Those people have had an opportunity to get more cans. He thought the overall portion of the public shouldn't be punished for those that have more acres, and their yard debris wouldn't fit into one small can.

Iverson thanked the Council for all the work they do. Cowan acknowledged the change for the yard debris was recently made and it was good to receive feedback on it. He has heard a lot of positives about it. He said regarding the missed cans he hoped that it could get addressed.

H. COUNCIL MEMBER AND STAFF COMMENTS

6:55 p.m.

Cowan mentioned that this was Kreitman's last City Council meeting. He has known him for 26 years; over the years they have shared different titles and responsibilities together. He shared that Kreitman had been his boss in the past and now he was Kreitman's boss. He stated that Kreitman has been a great team member. He acknowledged that regardless of rank or title Kreitman has always put forth the effort and it was never about rank or title but about getting the job done. He appreciated that. He stated the City was blessed that Kreitman had stepped into the role of City Manager during a time the City was struggling. He shared that when they were working on the fire service issue together, he remembered talking to previous Mayor Lepin, about knowing "a guy" that would be able to fill the "boots" of City Manager. He expressed his appreciation of what Kreitman has done for the City and Community. He opened it up to anyone else that wanted to express their comments.

Assistant City Manager Janelle Booth said on behalf of herself and staff "thank you" to Kreitman. She said she was fortunate to work under him and with him for the last seven years and various numbers of years for all of the staff. She said he had supported all staff incredibly.

Cowan read and presented Resolution 2024-23* recognizing Kreitman's service to the City.

**Motion to approve Resolution 2024-23 made by Mayor Scott Cowan;
seconded by Councilor Dave Harms.**

Mayor Scott Cowan:	Aye
Council President Mark Raum:	Aye
Councilor Dave Harms:	Aye
Councilor Mike Hickam:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

Kreitman thanked the current Council and previous Councils. He said the past seven years have been one of the most enjoyable periods of his life. He said it had a lot to do with the opportunity to work with a great Council that is not afraid to express what they want to see and where they want to go. Although the Council doesn't always agree they have always come to a consensus. Having that has made his job easier. He acknowledged that the things that have been done would not have occurred without the guidance and the forethought of both current and previous Councils. He thanked the Councils, and the staff. He stated that Millersburg wouldn't find a better staff. He was proud of Booth and knows she will do a fantastic job. He said it was good to see the plan that started six years ago when Council asked if he wanted to be City Manager, back then he had one condition, to bring an assistant City Manager he could work with.

I. CITY MANAGER'S REPORT

7:04 p.m.

- 1) Projects Update- City Engineer Andrew Potts said the two projects are Transition Parkway and the bridge at Waverly Drive. The contractors have made a lot of progress on Transition Parkway. They have finished the off-site stormwater conveyance. It will help a lot going into the winter months with the wet weather. The contractors have done 50 percent of the retaining wall for schedule A. Cowan said it looked great. Potts said they will be starting the landscape curbing through January. The contractors do plan to take two weeks off for Christmas.

Councilor John Sullivan asked if the contractors could wash the road down. Potts replied that staff have been actively having them address that. It should get better. Cowan was surprised the contractors were able to keep working into the wet season and get it done. Potts said that it is an experienced contractor and good team dynamic.

Potts said regarding Waverly Drive/Cox Creek bridge last Monday the Request for Proposals (RFPs) went out for design consultants. These were evaluated last Friday, which Potts was one of the four members of the panel. There were three strong proposals. He said there was nothing to be announced until the County has negotiated and the County Commissioners sign off on which one is to be selected. He said one of the requirements of the RFP was to develop a schedule to have the bridge constructed by 2026, a year earlier than what was discussed.

Cowan asked for clarification regarding the RFP's being able to be discussed more and it needing to go to the County. Potts explained that the project is administered by the County, on the City's behalf. He would be doing milestone reviews and updates. He shared that everything with the County goes before their commissioners, which meet next Tuesday.

Booth explained that although Potts is part of the process, staff cannot make any public announcement, the County will do that through their process and then Potts will be able to report out on it.

Councilor Mike Hickam asked where Transition Parkway was in the process to award the second phase. He recognized that it was dependent on the sale of property, but he thought it was supposed to close last month. Kreitman replied

that it was later on in the agenda. Booth added that staff is planning and intending to award the rest of the project by the end of March. The contractor also wants to know. It is waiting on a couple of funding pieces. A grant from Oregon Department of Transportation (ODOT) is one of the pieces. Staff expects it to come together early next year. Kreitman said that the City received a notice of intent for the grant. Booth said the City has received the award letter for the waterline portion and is waiting for ODOT for the street portion.

J. CITY ATTORNEY REPORT

7:10 p.m.

City Attorney Alan Sorem said regarding the Timberlab transaction, there is an estimated closing date of next Wednesday. Timberlab has waived all of their due diligence conditions to closing, this is when their earnest money became non-refundable. Timberlab is ready since the City has recorded the plat. All the other agreements, easements, are being finalized. He said the long-term rural enterprise zone agreement, which Council approved in November, became effective after the 21- day waiting period. They should be in escrow next week. Staff has every expectation for them to move forward with site development work shortly after.

K. UNFINISHED BUSINESS

7:11 p.m.

None

L. NEW BUSINESS

7:11 p.m.

1) Republic Services Franchise Agreement

Kreitman said this is a request for a new franchise agreement rate increase. He reminded everyone that the City has an exclusive franchise agreement with Albany-Lebanon Sanitation Oregon corporation to do business with Republic Services. Last year during the rate increase, and in prior years, there were ongoing concerns regarding service limitations, and addressing those concerns with the present franchise agreement. The current franchise agreement has been in place since 2005.

Kreitman explained that the way the present Franchise agreement is written that if the City wanted to take action to withdraw it is almost a 10 year process, an extensive process. As part of the new agreement the City and Republic Services agreed to an amendment to the City's Solid Waste Management Franchise to allow the City and Republic Services time to craft a new franchise agreement to address ongoing concerns expressed by staff and Council. The new completed agreement is before them*. Some significant highlights include modification of the term in section five; the ability to terminate the agreement with one year's written notice, provide City specific (Millersburg) location on their website, include a service map, carton dumpster rate, and events calendar identifying holidays and delayed services, along with additional information specific to City services. The new agreement includes codification of the rate calculation method that had been used previously. It will now be modified annually January 1, utilizing the refuse index, with the review of that occurring every three years unless discretionary view is initiated sooner.

The agreement includes revised or new sections on general performance standards, providing financial statements, steps for discretionary review, and

criteria for those rate adjustments. The agreement addresses rates in section 9 and establishes the rate schedule. The rate schedule, attached, will become exhibit B of the new agreement. The proposed 2025 increase represents a 3.2 percent increase above the current rates. The increase would result in a slight increase in franchise fees received by the City. Staff recommends adoption of ordinance 21-2024. He added that Councilors Raum and Sullivan were a part of working on the franchise agreement, along with Sorem.

Sorem added that they did a comprehensive review of the other agreements in the valley; Albany, Salem, and others to ensure that the City was keeping in company with some of the other jurisdictions. He gave the example that the City previously had four exclusions of service. They also addressed the term provisions. Rather than a rolling six-year period with challenging notices, it is a five-year term with two renewal periods. The City can go ahead, if it needs to, as long as it provides notice with at least one year to opt out. Initially, they clarified some of the remedy provisions the City has if Republic wasn't following the terms. Record keeping was also a focus. On the monetary side understand the revenue that the City receives from Republic Services to make sure the amounts that are provided, as a franchise fee, is true and accurate. Also, Republic has an obligation to keep records of complaints so that Council can be aware of what is going on regarding their service standards.

Sorem said that an informal presentation was done last month and is substantially similar. Staff just finalized it for Council. Republic has approved it. In the last couple of weeks, it was updated to make sure that the City received the rate schedule to be able to incorporate it. One of the feedback staff received from Council was to move from an annual question of what is the "right rate", to doing that on a three-year period where it would be indexing annually. There are opportunities, under extraordinary circumstances, to do a discretionary rate evaluation outside of normal timing. It gives the City flexibility to make corrections if needed. If Council thinks making incremental COLA type rate indexes are acceptable, then there doesn't need to have a broad review. That was the feedback staff received last year from Council. Staff believe it is a good agreement that improves the City's ability to enforce it; it includes insurance, indemnity and response to service issues of the City's citizens.

Councilor Mark Raum asked if the City was out of compliance with ORS 459. Sorem replied no.

Julie Jackson, Republic Services, said it was a significant process and Republic didn't have any significant issues with the contract.

Hickam said that it sounded like there are certain routes are being missed. He hasn't had a missed pick up in the two years he has been here. He asked how to get to the bottom of that. Jackson replied that she would take the information back and look into it. It is hard to say that it is a route. She said that they are training new drivers. She shared a story of talking to a person the day before about their yard debris not being picked up, because "they were always there first thing in the morning" and it was 2 p.m. The situation was that

it was a new driver that had run the route backwards. Sometimes those are the things that Republic Services sees with a new driver or a substitute driver, if a missed pickup happens periodically. If it happens every week then we need to talk about it. She will look into Iverson's situation. Last year Republic Services looked into what the issues were and they have seen significant improvements. She thanked Council and staff for allowing Republic Services to find out what the real issues were and to resolve them.

Cowan added that it was one thing to miss one but a whole street, that has to be significant and drivers should go back out ASAP. Jackson said that she would get together with Iverson and figure out the issues and report back next month to Council.

Councilor John Sullivan asked what Republic Services service standards were. Jackson replied that typically if they receive a call before noon, they try hard to get out the same day. If after noon, it is likely the next day.

Hickam praised Republic Services for having an individual come out and talk about recycling. He said it was really good information on why certain things couldn't be recycled. Jackson said she included in the packet* information on the recycling modernization act and July 2025 is coming up. Republic Services anticipate seeing some changes but do not know what the educational material looks like yet. Republic Services does know that more materials will be able to be put in the recycling cart.

Kreitman said that the recycling presentation was recorded. Straite added that it is on the City's YouTube channel. Jackson said that Kenny Larson from Republic Services is happy to do that on an annual or whatever basis the City wants.

Cowan said that Council does like to hear from citizens on how the service is doing, so please report in.

Jackson said that she brought information about people being able to downsize carts and save money*. She said that in 2023 there were 650 people that had 95-gallon carts and now there are 617 people. She attributes that either they are recycling more or putting more in the yard debris cart or because there is the 65-gallon cart available.

Jackson said there are fewer 32-gallon carts being used but she thought it could be those that the 35-gallon cart was not quite big enough but the 95-gallon was too big so they would pay for extra bags. She said the 20-gallon is very small, and you have to make very little waste. She said that with the new recycling information coming out she anticipates that those trends will continue. Kreitman commented that one of the key reasons Council elected to go to weekly yard debris was because it includes food waste and the City would see a downsize in the garbage cans. Jackson added that when someone downsized from 95-gallon to a 65-gallon they would be paying less, even with the weekly services. There was a value incentive to make less waste or put it in the right carts.

Hickam asked if there was data on the difference; if they had seen an increase in yard waste. He admitted that he didn't know about the 65-gallon until last year and moved down, and didn't see the difference in cost. Jackson explained that it was difficult to pull weight on each cart. Republic reports to DEQ based on their waste shed, in the County. Republic Services tries to make their routes as efficient as possible, this saves money and energy. She explained drivers may be in east Albany, then Millersburg and then back into Albany. This makes it hard to do that. She said that drivers could do some anecdotal evidence, see what they see.

Jackson said that they have been asked why they don't have scales on the trucks, and there are RFI readers, but those are ineffective as they don't stay calibrated. She encouraged people to get their leaves in the cart, it is better for the storm drains. She said people forget that it's full and then the next day the leaves have compacted already. Kreitman added that it doesn't appear that there are as many leaves out in the streets as in the past. Raum added there were good windstorms that cleaned the leaves out. Cowan asked for Council and future Council to keep an eye out to see if it was a right move for the City.

Jackson said the weekly was an additional \$1.95 cost and it was a good deal, other jurisdictions paid more. She added that because the route is efficient here, an Albany truck can run out, it made it cost effective. She said long term, for the citizens, it is a good value.

Cowan thanked Councilors Raum and Sullivan and staff for putting in the extra work on the agreement.

Sullivan added that people think that recycling should be free, but it costs money to recycle. He has heard a customer say that it is awfully expensive for my 20-gallon cart but you have to multiply that by 4.3 and every other part by 4.3 and if broken down by gallon it is a great value.

Jackson said there is company called Crushr, their truck has a heavy metal drum and a lift system, that they lift in Republic Services containers and compact. Crushr calls themselves a mobile compactor. Their intent is to crush the material to make more space so that it costs customers less. Republic Services does not allow anyone in their containers, for a variety of reasons. She shared that 10 years ago, there were dumpster stompers that would get in and crush material down. She stated it is dangerous to be in dumpsters at all. She said that in this particular case it tends to be damage to the containers. The bigger concern is that they advertise that they can compact it down to 80 percent. This damages the box and the trucks become overweight can be out of compliance. She said the replacement cost for a drop box can be \$6,000 to \$7,000. Republic Services does have a repair shop, and it can be really expensive to repair depending on the cost of steel and amount of time it takes. She showed a video on how they work. She said there is language in the contract about not allowing haulers that are not part of the contract to come in and haul. Republic Services appreciates that language but this is not

a hauler. Republic Services feels like there needs to be an amendment with some kind of language added to the contract. Republic Services would like to work with Sorem to craft language that would work for both parties. She added that Crushr has received a cease-and-desist order in Salem, a letter from the city and county and Republic Services. She said Crushr is in Millersburg at two locations.

Jackson said that Republic Services would like to add a rate to the rate sheet for this situation. The request is twice the adopted rate. She said that Salem and Marion County have adopted three times the rate as a disincentive for those type of companies. She said this request will be asked for all of Republic Services franchises.

Cowan would be interested in the language. He shared that he has used an excavator to push down waste in a dumpster. Jackson said these types of trucks are very different. Harms asked if someone had an excavator and compacted it down would there be that much compaction. Jackson replied that a contractor may get 10 to 20 percent more and Republic Services would never know, but if a box is really overweight, Republic Services will know that it has been compacted to a larger extent. Republic Services does know how much each box weighs. Harms asked if there was a weight limit when someone gets a container. Jackson replied that Republic Services talks to the people about what kinds of materials they are putting in and what they can't put in. She gave an example that people can't get a 40-yard drop box and fill it with concrete. Republic Services tries to work through those issues when talking with the customer about what they will be putting in and does let people know they can't get into the box. She said there is a fill line with information. She added that this hasn't been a problem that they have seen, besides the Crushr trucks. Cowan expressed his concern about possible language not allowing excavators. Jackson said that people using an excavator to put materials in and tamp it down is not something that Republic Services is looking to stop.

Sorem asked if someone called Republic Services to get a box, if they were signing Republic Services terms of service agreement. Jackson affirmed. Sorem asked if the terms had anything related to compaction. Jackson replied no. She will pull the terms of service agreement out when talking about language.

Cowan stated that he reviewed the information in the packet, and he believed it had met the Councilors concerns that have been brought up in the past. He anticipated that if approved the Council would see Jackson on an annual basis to report in and answer any questions, but it would be an annual agreement through the City's budget process.

Jackson said that for providing financial documents for the previous year, they are completed by March or later. She asked if Council would have any issues with Republic providing those documents sometime in the spring. Councilors did not. Raum said that the issue was using the June 30th cut of date and then

receiving the financials for the prior year 18 months later. Cowan said an annual report would be helpful.

Action: Motion to approve Ordinance 212-24 as drafted with an emergency provision, including adoption of the 2025 requested 3.2 percent rate increase with the 2025 "Millersburg Rate" sheets to be attached as Exhibit B of the new franchise agreement made by Councilor John Sullivan; seconded by Councilor Mark Raum.

Mayor Scott Cowan:	Aye
Council President Mark Raum:	Aye
Councilor Dave Harms:	Aye
Councilor Mike Hickam:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

2) Canvass and Certification of Election – Resolution 2024-24

City Recorder Sheena Dickerman said we received the certification from the County regarding new Councilors Mark Raum, Richard Perdue, and Ray Hunt.

Kreitman stated Council needs to approve accepting the Resolution 2024-24 to accept the candidates as having met the requirements for serving as Councilors.

Cowan commented that this happens every two years, but this year was different with a write-in candidate: Ray Hunt.

Action: Motion to approve Resolution 2024-24 made by Councilor Mike Hickam; seconded by Councilor John Sullivan.

Mayor Scott Cowan:	Aye
Council President Mark Raum:	Aye
Councilor Dave Harms:	Aye
Councilor Mike Hickam:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

3) Re-Appointments Planning Commission

Cowan said that there were two reappointments, Jerry Horn and Ryan Penning.

Action: Motion to re-appoint Ryan Penning and Jerry Horn to the Planning Commission made by Councilor John Sullivan; seconded by Councilor Mike Hickam.

Mayor Scott Cowan:	Aye
Council President Mark Raum:	Aye
Councilor Dave Harms:	Aye
Councilor Mike Hickam:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

Cowan thanked Horn and Penning for continuing their work on the Planning Commission.

4) Appointment of City Manager Effective January 1, 2025

Cowan said that Council has received many drafts regarding the agreement to appoint Booth as City Manager by January 1, 2025. As talked about earlier in the meeting, regarding the succession plan for Booth through the last six years, this is an extension on what the City has been working on under Kreitman's guidance and leadership. The funding was adopted and approved of in the current budget. This is a leadership transfer.

Action: **Motion that the City Council appoint Janelle Booth as the City Manager effective January 1, 2025, and authorize the Mayor to enter into the employment agreement made by Mayor Scott Cowan; seconded by Councilor Mark Raum.**

Mayor Scott Cowan:	Aye
Council President Mark Raum:	Aye
Councilor Dave Harms:	Aye
Councilor Mike Hickam:	Aye
Councilor John Sullivan:	Aye

Motion PASSED: 5/0

Cowan and Councilors congratulated Booth for all her work.

M. RECOGNITION OF OUTGOING COUNCILORS

7:49 p.m.

Cowan stated that Harms and Sullivan are departing as Councilors. He said Harms had been a Councilor for eight years, two terms. Sullivan had five years of service. With Council meetings and many committee meetings it is a lot of hours and a thankless job. He has appreciated both their leadership and participation. Each person brings a lot to the table, Councilors may not see eye to eye on things, but he has appreciated that with this current team being able to come together on an agreement that puts forth what's best for our community. Other Council members expressed their appreciation.

Harms said the first two years he came in, it was a complete mess, it did show you should appreciate a good staff and good City Manager. He said with previous City Manager the meetings would go until 10 p.m. or 11 p.m. When Kreitman came on board, you realize how smooth it can be run when the right people are on board. He said Kreitman was a magnet for hiring really good people.

Cowan wished them the best. He presented them with gifts; clocks that were inscribed thanking them for their time and service.

N. CLOSING COUNCIL COMMENT

Cowan said that the holiday parade is on December 14, 2025, at 6 p.m. It will be leaving from City Hall. He said the light contest is in full swing. Check the website for more information.

Hickam asked if it was solved, from last year, to allow horses in the parade. Dick Perdue said there are no animals allowed in the parade. Cowan believed it was looked at from the insurance perspective. Hickam said that he thought the idea was to work with insurance to allow it. He had issues with the decision because the City does have a lot of neighbors that want that as part of the parade. He expressed his disappointment.

Kreitman said the parade is the Events Planning Committee event. He said a couple of things that are different for Millersburg parade compared to others, the length and the amount of noise, the insurer is very concerned about it. He said it might be doable if there were 50 or 100 participants. If the City allows one participant, and the City knows there is one participant who has interest that says hers are used to it, you have to allow all. The City can't guarantee that all of the horses would be used to the conditions and the risk to the community is great. He said ultimately if the Council wants to override the committee and the recommendation from the insurer, it is a choice they can make. The biggest challenge is the length and that it is at night, if the City was doing a daylight parade it might be different.

Hickam said he wasn't asking the Council to override it but he would like to have Council look at it. Raum shared that he had sat on those committee meetings and there was a great deal of discussion, and it came down to safety concerns; the time of day, the potential weather factors, not only spectators but the animals and riders. It felt like having horses was not the safest or smartest thing to do. Hickam said that he sees horses in about all the rest of the parades throughout the state. Raum said during the daytime. Kreitman knows that Albany has them during the Veterans Day Parade but there are over 200 participants. If the City had over 30 participants every year it could be looked at differently.

Cowan expressed his appreciation that Hickam brought it forward. If Council wants it is something that can be explored during a work session. He also sat through the Events Planning meeting and it was the consensus of the committee that it was not to be allowed. He said it could be a lure to get more participation to be able to space them out. Currently the event only has five or six participants and that included emergency services. Kreitman said that once Transition Parkway is completed there may be an opportunity to do a loop of Conser Road and Transition Parkway. It may be the way to address that.

O. ADJOURNMENT Mayor Scott Cowan adjourned the regular meeting at 8:01 p.m.

Respectfully submitted:

Reviewed by:



Sheena Dickerman
City Recorder



Janelle Booth
City Manager

*Presentation materials or documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing cityclerk@millersburgoregon.gov.