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AUMSVILLE CITY COUNCIL

Minutes – January 24, 2022

Mayor Clevenger called the meeting to order at 7:02 PM. Present in person were Councilor Nico Casarez, City Administrator (CA) Harding, and City Clerk Colleen Rogers. Mayor Clevenger and Councilors Angelica Ceja, Doug Ecclestone, Della Seney, and Walter Wick joined via Zoom Conference call. Council absent: Scott Lee. The meeting was video recorded to be released later.

AGENDA APPROVAL: Councilor Seney moved to approve the agenda as presented by staff. Councilor Ceja seconded. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

PRESENTATIONS:

Appoint Council President: Councilor Seney motioned for Councilor Ceja to continue as Council President. Councilor Wick seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

Sewer Treatment Facility Planning Presentation: City Engineer Chris Brugato of Westech Engineering explained that the city's current facility plan is more than 10 years old. He stated that it is appropriate at this time to update the plan to determine current and future needs of the city's wastewater utility. He gave an overview of the existing system and how the city is going to be required to make some major improvements to comply with regulations set forth by Oregon Department of Environmental Quality (DEQ). Mr. Brugato explained three systems Westech is proposing and the costs for each. Each proposal has its own advantages and disadvantages. For a lot of reasons, the option to connect to the Salem system is the lowest risk but carries a higher cost. Council discussed the proposed systems but their discussion that the Sequencing Batch Reactor system (SBR) would be most appropriate for Aumsville, and it allows us control over future operations and near the lowest cost. CA Harding stated that based on that discussion, staff is recommending the SBR system. If the plan is approved by DEQ the city would still have an opportunity to reevaluate this option later. The language in the plan will show the SBR system as preferred but list the other two options as able to meet the conditions of our NPDES permit. CA Harding is currently applying for grant funds to help with the costs. Mayor Clevenger asked if there were any questions or comments from Council, followed by a brief discussion. Council concurred that the city should move forward with the SBR system proposal and submit it to DEQ for review.

VISITORS AND PUBLIC COMMENT: There were no online attendees and no in-person attendees, therefore no public comment. Login information was provided for members of the community to make public comment and listen to the discussion.

CONSENT AGENDA: Councilor Casarez moved to approve the consent agenda as presented. Councilor Seney seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

PUBLIC HEARING: Aumsville Development Code Update opened at 8:00 PM

Staff Report: CA Harding gave a staff report explaining the proposed changes to the Development Code. He stated that most of the changes are wordsmithing for clarification and consistency. The changes won't alter the intent of the code. Changes are intended to help provide clearer details of the city intent. CA Harding also said that the development code may come back to Council semi-regularly as the city identifies areas that may require further clarification.

SUMMARY AND FINDINGS:

Section 1.00 Definitions

- Dwelling, Multiple-Family: A residential building or group of buildings on a single lot designed containing three or more dwelling units.
- Dwelling, Single-Family: A detached residential dwelling unit.
- Dwelling, Single-Family Attached: A residential dwelling unit that is attached by a common wall to another dwelling unit at the lot line to a similar unit on a separate lot.
- Dwelling, Duplex: A residential building containing two dwelling units.
- Dwelling Unit: One or more rooms constituting a separate, independent housekeeping establishment for owner occupancy, or rental or lease, physically separated from any other room or dwelling units which may be in the same structure and containing independent cooking and sleeping facilities that meet city design standards.

FINDINGS: Definitions for housing were updated to remove references to family or family sizing as per recent changes in regulations (HB2583) prohibiting occupancy limitations. While our old definition didn't specifically restrict number of people it could've been implied to as it specified "family" as opposed to the type of unit.

- Wrecking or Junk Yard: A lot used for the storage or sale of used automobile parts or for the storage, dismantling, or abandonment of junk, obsolete automobiles, trailers, trucks, machinery, garbage, and miscellaneous metals or parts.

FINDINGS: Definition was updated to include garbage and miscellaneous metals or parts.

Section 5.00, RS-Residential Single-Family

5.10 General Requirements: Single-Family dwellings, Accessory Dwelling Units, and manufactured homes shall meet the following requirements:

- (A) It is required that the owner of the property and the owner of the ADU be the same person(s).

(B) Dwelling units except for ADUs shall be not less than 1000 sq ft.

FINDINGS: Requirement regarding ownership was updated to prevent selling an ADU separately from the main dwelling. Also, square footage was added to differentiate an ADU from a main dwelling unit.

Section 7.00, CL-Commercial

- 7.07 Yard Requirements:

(A) Front: 3 feet or facing any street (See Section 22);

- 7.10 Business District:

(B) 9. Fencing shall be either black chain link, wrought iron, or similar. Other fences shall be permitted only through site development review and consistent with design standards.

FINDINGS: Added *facing any street* to define the front yard. Updating fencing in the Business District for scrivener's error.

Section 10.00, ID-Interchange Development Zone

- 10.03 Conditional Uses:

(H) 3. The location and design of the site and structures for the proposal will be as attractive as the nature of the use and meet the design standards.

- 10.04 Prohibited Activities:

(L) Storage warehouses. Storage rooms or buildings except as needed to support an approved use.

- 10.14 Site Development Review Required: All new structures and change in use and any expansion of existing structures or uses shall be subject to a site development review.

FINDINGS: Required that the conditional use design must meet design standards. Updated Storage warehouses to allow for storage as a supportive use in approved uses. Added change in use as a requirement for a site development review in the ID Zone.

Section 12.00, Administrative Procedures

- 8. Notice of Decision:

(b) Any person who submits a written request to receive notice or provides comments during the application review period.

FINDINGS: Removed a comma so that both persons who request and persons who provide comments will receive the notice of decision.

Section 15.00, Amendments

- 15.05 Criteria of Recommending an Amendment:

(I) That the amendment complies with the Urban Growth Boundary and Policy Agreement existing between the City and Marion County.

Section 16.00, Zone Change

- 16.05 Action by the Commission:

(D) That there is no other appropriately zoned property in the city that could be used.

FINDINGS: Clarified that zone changes be in relation to a lack of appropriately zoned property in the city.

Section 18.00, Off-Street Parking and Loading

- 18.03 Parking Location, Shared Parking, and Driveways:

(D) Credit for On-Street Parking. ... On-street parking is not intended to replace off-street residential requirements.

18.08, Parking and Loading Development Standards:

(C) Surfacing for Residential Uses.

FINDINGS: Clarified that on-street parking is not intended to replace off-street requirements. Clarified Surfacing to apply to all residential uses, not just single-family.

Section 20.00, Land Divisions

- 20.17 Decision Criteria:

(B) Public facilities are available to serve the existing and newly created parcels at maximum zoned density.

(D) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

- 20.26 Decision Criteria:

(E) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

(F) The application complies with the most recent version of the Oregon Fire Code, including Appendix C and Appendix D.

FINDINGS: Clarified that public facilities need to be available for development to be approved. Added criteria to comply with adopted public works design standards and Oregon Fire Code.

Section 21.00, Site Development Review

- 21.03 Applicability of Provisions:

5. Interior modification within an existing building that meets all the following:

- (a) A modification (modification of any size in Commercial Zone requires a building permit) when the change requires less than a 25% net increase in the number of parking spaces required (not existing) for the current use; and

(b) A modification or change in use when the change generates less than an average of 100+ trips per day per 1,000 gross square feet of building as documented in the Trip Generation Manual of the Institute of Transportation Engineers or other qualified source; and

(c) The modification or change in use does not create any additional daily shipping and delivery trips by vehicles over 20,000 pounds gross vehicle weight.

FINDINGS: Clarified that modifications must meet all the criteria instead of one of the criteria.

- 21.06 Site Development Review-Approval Criteria:

(H) Public health and safety factors.

(K) The application complies with the city's adopted public works design standards for any public improvement required by the development. For example, where streets are required, the application shall comply with Division 2, Streets; for storm water improvements, the application shall comply with Division 3, Stormwater Management.

(L) The application complies with the most recent Oregon Fire Code, including Appendix C and Appendix D.

FINDINGS: Added criteria to comply with adopted public works design standards and Oregon Fire Code.

22.00, Supplementary Zone Regulations

- 22.08 Outside Storage:

(B) Non-residential Zones. Outdoor storage of materials, junk, parts, equipment is prohibited unless the materials or merchandise is approved through site development review, material use in the approved business and shall be screened with a solid, durable structure that is architecturally related to the building, complying with adopted design standards. ...

FINDINGS: Updated to allow for outside storage if approved through site development review and the material used in the approved business shall be screened, fits design standards.

There was no testimony or questions.

The Public Hearing closed at 8:09 PM and Council reconvened the regular meeting session.

Mayor Clevenger presented the **First Reading by title only of ORD No. 705 AN ORDINANCE ESTABLISHING COMPREHENSIVE PLANNING REGULATIONS FOR THE CITY OF AUMSVILLE, OREGON, ADOPTING AN OFFICIAL ZONING MAP FOR THE CITY OF AUMSVILLE, PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENTS, IN ACCORDANCE WITH ORS CHAPTER 227. REPEALING ORDINANCE 703 AND AMENDMENTS IN THEIR ENTIRETY AND STATING PENALTIES. IT IS FURTHER THE PURPOSE OF THIS ORDINANCE TO COORDINATE THE CITY REGULATIONS CONTROLLING THE DIVISION, DEVELOPMENT AND USE OF LAND AND TO IMPLEMENT THE COMPREHENSIVE PLAN.**

Councilor Seney moved to approve the first reading by title only of Ordinance No. 705 repealing and replacing Ordinance No. 703 as presented, adopting findings contained in the staff report.

Councilor Casarez seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

With a unanimous vote of the first reading, Council proceeded to the **Second Reading by title only of ORD No. 705**. Councilor Seney moved to approve the second reading by title only and ADOPT Ordinance No. 705 repealing and replacing Ordinance No. 703 as presented, adopting findings contained in the staff report. Councilor Ceja seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

OLD BUSINESS: None

NEW BUSINESS:

Parkson Influent Screen Repairs: Matt Etzel reported to Council that a large number of rags collected on the shaft of the Parkson influent screen and caused a failure of the spiral assembly near the gearbox. Parkson has quoted \$49,967 for the necessary repairs. This includes a cost for service technicians from Parkson to install the new spiral assemble and gearbox. It could increase slightly if the installation takes longer than normal. After a brief discussion Councilor Casarez moved to approve a contract with Parkson Screens for \$49,967.00 from fund 019-601 to make repairs to influent screen as presented by staff. Councilor Wick seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick and Mayor Clevenger. No: None.)

Aumsville Police Department Body Cams: CA Harding explained that the Police Department has been using body worn cameras for the past 12 years. The purpose of utilizing body worn cameras is to improve transparency within the community and to hold officers accountable for their conduct. Since that time, body worn cameras have improved and evolved. After researching several providers, Watch Guard is not only the most cost-effective but is also a local program through Day Wireless in Salem and it was discussed. Councilor Casarez moved to authorize the city to enter into contract/lease agreement with Watch Guard Body Cameras through Day Wireless for up to 10 cameras. Funding for this project to come out of IT Services 011-650. Councilor Ceja seconded the motion. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Seney, Wick, and Mayor Clevenger. No: None)

City Administrator Report: State of the City

CA Harding presented the State of the City to Council. He told them that there were a lot of accomplishments in 2021 and he mentioned a few of the major projects completed.

- **Infrastructure:** Draft Wastewater Plan, new community center kitchen, construction of Maude's at Porter-Boone Park, land acquisition for new reservoir and expansion of Porter-Boone Park. The city received \$3,850,000 in grants and federal funds this year, which will be applied to infrastructure projects within the city. Most of them will go toward a new 1,000,000-gallon reservoir.
- **Community involvement:** Increased social media presence, video City Council meetings and post to city website, maintain traditional events and add new events to enhance the livability of Aumsville.
- **Retain and grow businesses:** Approved the Vision Plan, offered resources for businesses, improvements along Main Street and COVID assistance programs.

- Safe environment: Debris and tree cleanup from February ice storm, emergency warming station at the community center during power outage from storm, working with FEMA to recover 75% of the cost for tree and damage recovery.
- City Services: Police services, downtown improvements, directional signs in partnership with Cascade school district shop, new dog park, wheelchair swing, 24-hour ballot box.

CA Harding announced that, compared to our position a year ago, the city is looking good. However, there are still a lot of infrastructure projects that need to be done. We are working on solutions to our wells diminishing output. Construction of a new million-gallon reservoir is necessary to enable us to do the needed repairs to the current water storage facilities. With DEQ's requirement we are facing major wastewater system improvements that will have to be implemented in the next few years. CA Harding stated that staff has had some success at receiving grant dollars to go toward these major projects and will continue to seek grant funds. CA Harding ended the presentation with these words:

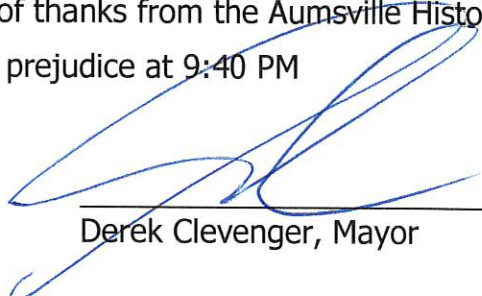
- Our financials are strong and city policies have allowed us to address needs and events as they occur.
- The city has positioned itself to gain assistance using ARPA funds, grants, and low interest loans.
- We have a plan for improvement. Our vision, code development, and financial policies are making a difference.
- COVID-19 response in all areas have been measured and effective.
- We are working together.

MAYOR/COUNCIL REPORTS AND INITIATIVES: Mayor Clevenger asked if there were any reports or initiatives from Council. There were none.

CORRESPONDENCE: Council received a letter of thanks from the Aumsville Historical Society. Mayor Clevenger adjourned the meeting without prejudice at 9:40 PM



Ron Harding, City Administrator



Derek Clevenger, Mayor

