

City of Lowell, Oregon
Minutes of the City Council Regular and Executive Session
January 17, 2023

The Regular Session was called to order at 7:04 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Maureen Weathers, Jimmy Murray, Tim Stratis

Staff Present: CA Jeremy Caudle, Public Works Director Max Baker

Agenda: CA Caudle requested that the Public Works Director give his report first after the Consent agenda. Also, the first reading of the updates to the Development code will not be held tonight, this will be updated at a later date.

Consent Agenda: Councilor Harris moved to approve the Consent Agenda as presented, second by Councilor Murray. PASS 5:0

Public Comments: None

Council Comments: None

Public Works Report: Streets and Parks report for the total milage of the streets in Lowell has been submitted to the State. Staff is working with Civil West to develop a construction plan set for the Street repairs on East First Street caused by the water leak in November. Annual water report is being completed. Meter change out has slowed with the weather and will begin as the weather improves. DEQ has approved the City of Lowell's Willamette Mercury TMDL implementation plan. Staff is also working on Annual reports for Bio-Solids, I&I and 5year TMDL. Continue to work with Civil West on the Wastewater Master Plan.

City Administrator Report:

- CA Caudle presented report that included an update on the Library/City Hall project:
 - Much of the furniture has been purchased and installed.
 - Staff has installed the shelving in the Library and Volunteers are now putting our collection on the shelves in preparation for opening day.
 - Alpine Heating and Air installed the economizer for the new HVAC unit on January 10.
- **East Main Street**
 - January 10, staff submitted a contaminated media management plan and beneficial water survey to DEQ to fulfill their requirements to receive a no further action (NFA) letter for 205 E. Main St.
 - January 11, staff received the paperwork for the sewer easement, based on the scope of work approved at the November 1, 2022, City Council meeting. This paperwork is ready for recording with the county.
- **Planning and Development issues**
 - The Planning Commission has scheduled work session on January 18 and 25 to continue working on the development code updates.
 - They are scheduled to vote on sending their recommendations to you, and holding a final public hearing, on February 15.

- City Council is scheduled to hold a public hearing and first reading on the development code updates on March 7. A second reading and vote is scheduled on March 21.
 - Our intergovernmental agreement (IGA) with the Transportation and Growth Management Division (TGM) and Lane Council of Governments for this project ends in mid-March. If final action on this matter is delayed past the IGA expiration, then the city will be required to pay for all expenses required to complete the project.
 - Another matter before the City Council is the land use application associated with the Dollar General project on N. Moss St. Since this includes a rezoning request, a public hearing and first reading before City Council is scheduled on March 21. A second reading and vote is scheduled on April 4.
 - The school district submitted building plans for their high school and weightroom expansion project. Several conditions of approval are associated with that, including engineering review of the public improvements, which we have started.
 - The Sunset Hills developer submitted numerous home building permits this week, which staff will start reviewing.
 - Staff held a pre-application meeting on February 12 with a developer who was inquiring about the possibility of a multi-family development on Carol St.
- Other items.
 - Sanipac is tentatively scheduled to make a presentation at the February 7 City Council meeting, on the new solid waste franchise that we have negotiated.
 - Quotes for the fencing on the 70th N Pioneer St have been obtained but will hold off on putting this on the market until there is a decision on final zoning designation.
 - One-Pager was submitted to the League of Oregon Cities regarding the homelessness response taskforce that was discussed at the November 15 meeting.
 - A request has been submitted for a deadline extension for the financial statement audit.
 - Lane County Risk Mapping Assessment and Planning has sent updated flood mapping there does not appear to be an changes for Lowell
 - Emergency Management Planning meeting is scheduled for February with Westfir, Oakridge, and Lowell
 -

Police Report: November and December report provided in packet.

Old Business:

Second full reading and approval of Ordinance #307, “An ordinance to amend sections 2.505, 2.506, 2.507, and 2.634 of the Lowell Revised Code relating to the Lowell public library concept of operations and power and duties of the Library Committee.”

The public hearing open at 7:23 pm

Public comments: None

Public hearing closed at 7:23 pm

Councilor Murray made a motion to approve Ordinance 307 “An ordinance to amend sections 2.505, 2.506, 2.507, and 2.634 of the Lowell Revised Code relating to the Lowell public library concept of operations and power and duties of the Library Committee.” This was seconded by Councilor Stratis. PASS 5:0

New Business:


- **Presentation by Matt Wadlington, PE E – Principal, Civil West Engineering Services, Inc., regarding the Water and Parks System Development Charges (SDC) update.**
 - **More info will be gathered for further discussion at the first meeting in February. With comparison of neighboring cities SDC**
- **Councilor Harris made a motion to approve an “Agreement for improvements” with the Lowell School District, pursuant to the conditions of approval in land use application 2022-05, and to authorize the Mayor to sign. Seconded by Councilor Murray. PASS 5:0**
- **CA Caudle presented information about “Participating city annex template” associated with the Lane County hazard Mitigation planning project. This information was presented with more information to be discussed in the coming months.**
- **CA Caudle requested that the council give input for responding to security alarms at 70 N Pioneer. Discussion.**

Other Business:


Reminder of Goal setting meeting Saturday 1/21/2023 at the City Hall

**Mayor Comments: None
Councilor Comments: None
Community Comments: None**

Adjourn: 8:28 PM

Approved: 
Don Bennett, Mayor

4-18-23
Date

Attest: 
Jeremy Caudle, City Recorder

4/19/23
Date

