



COUNCIL WORK SESSION

City Hall Council Chambers, 10722 SE Main Street
& Zoom Video Conference (www.milwaukieoregon.gov)

MINUTES

JULY 18, 2023

Council Present: Councilors Adam Khosroabadi, Robert Massey, and Mayor Lisa Batey

Council Absent: Councilor Rebecca Stavenjord and Council President Desi Nicodemus

Staff Present:	Justin Gericke, City Attorney	Natalie Rogers, Climate & Natural Resources Manager
	Toby LaFrance, Finance Director	
	Ann Ober, City Manager	Emma Sagor, Assistant City Manager
	Michael Osborne, Assistant Finance Director	Scott Stauffer, City Recorder
	Peter Passarelli, Public Works Director	

Mayor Batey called the meeting to order at 4:02 p.m. and noted that Councilor Stavenjord and Council President Nicodemus were excused from the meeting.

1. Risk Management for Elected Officials – Training

Marcus Pitts, with Brown and Brown Insurance, provided information on how and when the city's insurance covers Council members. **Pitts** and **Geoff Sinclair**, with Brown and Brown Insurance, shared that Council members are covered by the city's insurance only while performing within the scope of their official duties as reflected in meeting minutes or otherwise memorialized. The Group discussed what to do when Council members are invited to participate in an official capacity that has not come before Council.

Pitts and **Sinclair** presented a few scenarios that involved Council participation, where Council members could be acting outside of designated duties that would result in a loss of coverage and how those situations should be handled. **Sinclair** reviewed coverage for an ethics complaint.

Pitts defined what insurance providers consider volunteers and employees and noted when they were covered under the insurance. The group discussed how and when travel to conferences would cover members.

2. Consolidated Fee Schedule Updates – Discussion

LaFrance and **Passarelli** explained they were looking for Council direction on proposed changes to the fee schedule around reducing library fees to match others in the area, adding and updating language for tree fees to provide clarification and updates to two types tree fees, removal of a stormwater fee for an additional dwelling unit (ADU) on a single-family lot, an added tamper fee for removing a lock on a water meter, and a solid waste fee increase of 3.4% to 4.5% for residential customers and 5.6% to 6.9% for commercial customers.

Councilor Khosroabadi, **LaFrance**, and **Ober** discussed how current residents would be affected by the removal of the stormwater fee. **Khosroabadi**, **LaFrance** and **Passarelli** discussed the solid rate increase in connection with complaints Council had received regarding waste hauling services.

Councilor Massey received clarification on the presented changes for the library fees and asked if there were acceptable circumstances for topping trees. **Passarelli**

explained pollarding, how utility companies may prune a tree in a utility easement or right-of-way (ROW) that could result in topping, and that property owners should submit a permit application before pruning to avoid a topping situation.

The group discussed if single family lots with two ADUs should also have the stormwater fee removed and it was Council consensus that staff would update the language to include lots with a second ADU. The group also discussed how to address concerns around issues with the city's waste haulers.

Mayor Batey and **Ober** discussed the change in the reduction of library fees. **Batey** and **Passarelli** discussed how stormwater fees for new residential developments are the same as older residential properties which are not required to build on site retention/treatment facilities.

LaFrance advised that the changes would be brought before Council for approval at the August 1, 2023, regular session.

3. Historic and New City Hall Celebrations – Report


Stauffer reported on historic city hall's progress towards the sale to Henry Point Development and shared that an event to commemorate the building's 85 years of public service was scheduled for September 1. **Stauffer** provided an update on work at new city hall. **Mayor Batey** noted that more information on construction at new city hall could be found in a memo included in the July 18 work session packet.

Stauffer noted that staff would be moving into the new building the second week of September and that the first Council meeting at the new city hall would occur October 3. **Stauffer** shared that the grand opening for new city hall would occur on October 6.

4. Adjourn

Mayor Batey adjourned the meeting at 5:30 p.m.

Respectfully submitted,



Nicole Madigan, Deputy City Recorder