



City of Independence

Minutes City Council Meeting Tuesday, March 11, 2025

1. **CALL TO ORDER.** The meeting was called to order at 6:40 pm in the council chambers by Mayor Kate Schwarzler.

2. **ROLL CALL**

Mayor Schwarzler present

Council Present: Shannon Corr
Marilyn Morton
Kathy Martin-Willis
Bill Boisvert
Dawn Roden
Evan Sorce

Council Absent: None

City Staff Present: Kenna West, City Manager
Rob Moody, Finance Director
Myra Russell, City Recorder
Fred Evander, City Planner
Amanda Christensen, HR Director
Juventino Banuelos, Police Chief

3. **MINUTES.** The minutes of the February 11, 2025 regular session, special session and work session and the February 25, 2025 work session were submitted in the agenda packet. Stated she feels attacked verbally and physically when asking questions which is inappropriate.

ACTION:

Councilor Martin- Willis moved to approve the minutes of February 11, 2025 regular session, special session and work session and the February 25, 2025 work session as submitted; Councilor Corr seconded. Roll call vote. Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: None

ABSTENTIONS: None

4. **VISITORS / PUBLIC COMMENTS.**

4.1 Anne Scheck, Salem, OR Approached staff with questions from residents. In 9 years of reporting, she has only had a single retraction, which she corrected. Alleged verbal and physical harassment.

5. **REPORTS / PRESENTATIONS**

5.1. Mayor Schwarzler: Filling board and commission openings. Accepting applications, appointments made for April 8 council meeting. Thank you to people coming to town halls to engage with Mayor. At the Council of Governments dinner last week, former Mayor McArdle was recognized with a well-deserved award.

5.1.1. Council Liaison positions:

Historic Preservation – Marilyn Morton

Planning - Kathy Martin-Willis

Indy Days – Bill Boisvert

Library – Bill Boisvert

Museum – Marilyn Morton

Parks & Recreation – Dawn Roden

Traffic – Dawn Roden

Continuum of Care – Shannon Corr

5.1.2. MINET Board position: Councilor Sorce

5.2. City Council Liaison Reports

5.2.1 Traffic Safety Commission Councilor Roden stated the last meeting in February was cancelled due to no quorum.

5.2.2 Historic Preservation Commission: Corr stated January meeting was cancelled. December meeting discussed draft handout for public regarding replacing historic windows and heritage preservation standards.

5.2.3 Planning Commission: Corr stated meeting for February was cancelled . January meeting discussed approval for Brandy meadows extension, potential rezone along Gun Club Road, goals and revisions to standards pertaining to infill development.

5.3. City Manager: CM West stated Councilor Sorce had asked about Safe Routes to School program. Initial estimates came in quite high. Looking to decrease scope or look for grant opportunities. School Resource officers present as part of Criminal Justice Program at Central High School. This year they are providing more hands on opportunities for students that had gone through classroom session in previous years. Independence and Monmouth PD are partnering to present 8 police related sessions for the class. Similar to an Abridged citizens academy. She did not get an answer to Councilor Sorce question about the trolley, but referred question to City Planner Evander. Councilor Sorce asked about the community impact stories, what is the goal and how to help with that. Evander responded that Community impact stories are to help the community and our legislators know the value of a rural transit system. Communications Director is creating videos. If you know someone impacted, please have them contact City to tell their story.

5.4. Staff Presentation, Jason Kistler Kistler unavailable, rescheduled to future meeting.

5.5. Staff Presentation, Rob Moody, Finance Director. Brief overview of finance department. Provide support services to other departments. Provide and direct customer service to community members via utility billing, court, cash receipting, accounts payable, payroll, Business license and registration, lodging tax, general ledger maintenance,

reconciliation, annual audit/budget cycle, manage cash balances and debt and provide analysis to other departments. Finance has a team of 4 employees.

6. **UNFINISHED BUSINESS.** None

7. **NEW BUSINESS**

7.1. Liquor License Application: Eat Crow Supper Club Chief Mayor Schwarzler made it known that Lucky Crow Supper Club operates out of Indy Commons. She does not benefit from this decision financially, but in effort to be transparent, she wanted to disclose the information. Banuelos presented information on the liquor license application for a new business as submitted in the agenda packet. Farm to table experience based out of 154 S Main st., Indy Commons. The Supper Club operated last year and got special event licenses for each event, but decided it would be cost effective to get a regular license for the events this year. No areas of concern for police department.

ACTION:

Councilor Corr moved to recommend approval of the liquor license request for Eat Crow Supper Club. Councilor Morton seconded. Discussion. No discussion.

Roll call vote. Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: None.

ABSTENTIONS: None

7.2. Resolution 25-1628: Budget Adjustment, unrepresented staff COLA CM West and Finance Director Moody presented information on a budget adjustment to provide unrepresented staff with a 4% COLA as submitted in the agenda packet. CM West reminded council about COLA for represented staff in police department and public works when the contracts were approved by council in January. She also explained the benefits of keeping current unrepresented staff. Moody explained that recent vacancies in admin, finance, library, police have covered cost of COLA to general fund employees through reallocation of funds. Councilor Corr asked about using contingency funds to cover COLA. Moody explained vacancies covered for represented and non-represented for general fund department, contingency not used for general fund employees. Roden asked about money from other funds to cover COLA. General fund will cover for general fund only. Contingency used only for employees in that fund; water, sewer, tourism, etc. Councilor Morton asked average number of staff for a city of our size. CM West listed many cities with similar city size and more staff.

ACTION:

Councilor Morton moved to approve Resolution No. 25-1628 to amend the fiscal year 2024-25 Adopted Budget. Councilor Sorce seconded. Discussion. None.

Roll call vote. Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: None.

ABSTENTIONS: None

7.3. Public Hearing: Legislative Amendment (LA) 2024-06, Changed Associated with Central Talmage Plan Hearing Mayor Kate Schwarzler read the hearing script regarding how the meeting would be conducted. State Law Required Statements read.

Declaration of Conflicts of Interest, Ex-Parte Contact, Bias: Sorce declared ex parte as he has voted on this matter in his position on the Planning Commission.

Public Hearing opened at 7:08 pm by Mayor Schwarzler.

Staff Report as submitted in the agenda packet was reviewed by Fred Evander, Planning Manager. If approved, the Comprehensive Plan, code, and map amendments proposed as part of this land use action would integrate the proposed changes into the current City planning documents. These changes will clean up the code and change some zoning. Went through the process to notify folks affected as required. Two comments added from Department of Lands Conservation and Development. Evander recommends approval as did the Planning Commission.

Discussion: Councilor Martin-Willis asked about feedback from people affected by these changes. Evander stated a generally positive response. Key property owners value trying to anticipate future development. Councilor Roden asked for explanation of mixed use zone and mixed use pedestrian friendly zone. 2 mixed use pedestrian friendly commercial zones (MUPC) one is the transitional zone allows SFR and duplex by right, the non transitional is for SFR only. Transitional zone is most flexible zone. Can be SFR, Duplex, Apartments and less setbacks. Councilor Roden asked about green space. Evander replied that all residential zones has maximum lot coverage, though apartments have much smaller setbacks. Councilor Sorce asked about public comment received by DLCD and Rep Scharf. Evander explained that process enforcement has changed per wetland analyses. CM West explained shift in DLCD policy. Issues could delay. Rep Scharf, Rep Evans and Senator Patterson helped with three prong approach to solve issue. The requirement doesn't apply to this application.

Further questions from Council. None.

No objections or testimony received.

Public Testimony: None.

Hearing Closed at 7:30 pm by Mayor Schwarzler.

7.4. Council Bill 2025-01, Changes associated with Central Talmadge Plan City Planner Evander presented the council bill related to the public hearing that was just held.

ACTION:

Councilor Morton moved to accept the code map and plan changes as presented in the staff report. Councilor Sorce seconded.

Roll call vote. Motion passed 5-1-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: Roden

ABSTENTIONS: None

Discussion. None. Councilor Sorce, point of information, council should have discussion before vote.

1st MOTION: Councilor Morton moved to read the proposed Ordinance, Council Bill #2025-03 to adopt LA 2024-06 in full as the text is contained in the Council packet, for the first time; Councilor Corr seconded. Discussion: Councilor Roden confused by additions to the packet. Mayor Schwarzler said procedurally it has been confusing. Councilor Roden asked about approving the plan as is or with amendments. Evander explained there are no changes to the plan. Councilor Sorce noted the confusion about the comments from DLCD. Roll call vote. After Councilor Sorce voted, Councilor Roden added comment

before her vote. She supports the motion because the Planning commission approved it, but has concerns about 100% lot coverage.

Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: None

ABSTENTIONS: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-03.

2nd MOTION: Councilor Martin-Willis moved to read the proposed Ordinance, Council Bill #2025-03, for the second time by title only; Councilor Corr seconded. No discussion.

Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden Sorce

NAYS: None

ABSTENTIONS: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-03.

3rd MOTION: Councilor Corr moved to adopt the proposed Ordinance, Council Bill #2025-03; Councilor Martin-Willis seconded. Discussion: Councilor Sorce asked if the coverage was a potential not a guarantee. Evander said yes, it's a flexible option. Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce

NAYS: None

ABSTENTIONS: None

Russell announced the council bill passed and will be assigned to ordinance number 1622.

7.5. Resolution 25-1629, A Resolution Authorizing City Staff to Apply for a Grant from the State Transportation and Growth Management Program to Fund a Trolley Rapid Transit Plan City Planner Evander presented information regarding a grant to fund a Trolley Rapid Transit Plan as submitted in the agenda packet.1Averaging 0,000 rides per month on OR51. Ability to extend service further needs to be studied. If trolley can go quicker with signal timing, change route, potential for extending route. City of Monmouth City Council has adopted similar resolution to show support for this project. Councilor Roden asked about total of grant. Evander said the grant pays the consultant directly, so it's not yet known.

ACTION:

Councilor Corr moved to approve Resolution No. 25-1629 authorizing City Staff to apply for an Oregon Transportation and Growth Management-Quick Response Grant. Councilor Sorce seconded. Discussion: Councilor Sorce mentioned that the airport wants transportation for that area, maybe that can tie into this grant. Councilor Roden thinks it's silly to get outside consultants to tell us it will take longer to get from one side of town to another.

Roll call vote. Motion passed 5-1-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Sorce

NAYS: Roden.

ABSTENTIONS: None

8. **COUNCIL ANNOUNCEMENTS**

8.1. Councilor Morton: The Independence Downtown Association along with City is sponsoring a business and pub crawl in downtown Independence on March 15.

8.2. Councilor Roden congratulated the CHS Cheerleaders for making State. Panther Kids Wrestling is nominated for Best of Willamette Valley. Please vote for them.

8.3. Councilor Boisvert asked where grants come from. CM West said grants can come from taxes, private organizations, and donations.

9. **GENERAL INFORMATION** Items submitted here in the packet are for information only; no action was required by city council.

10. **ADJOURNMENT** With no further business to come before the council, Mayor Schwarzler adjourned the meeting at 7:56 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder