

**CITY OF WILSONVILLE**  
**CITY COUNCIL MEETING MINUTES**

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A regular meeting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 7:00 p.m. on Monday, December 7, 2020. Mayor Knapp called the meeting to order at 7:05 p.m., followed by roll call and the Pledge of Allegiance.

The following City Council members were present:

- Mayor Knapp
- Council President Akervall
- Councilor Lehan
- Councilor West
- Councilor Linville

Staff present included:

- Bryan Cosgrove, City Manager
- Jeanna Troha, Assistant City Manager
- Barbara Jacobson, City Attorney
- Kimberly Veliz, City Recorder
- Andy Stone, IT Director
- Beth Wolf, Senior Systems Analyst
- Dominique Huffman, Civil Engineer
- Chris Neamtzu, Community Development Director
- Mark Ottenad, Public/Government Affairs Director
- Zoe Monahan, Assistant to the City Manager
- Zach Weigel, Capital Projects Engineering Manager
- Keith Katko, Assistant Finance Director

Motion to approve the order of the agenda.

**Motion:** Councilor Akervall moved to approve the order of the agenda with the change to remove Resolution No. 2863 from the Consent Agenda and make it New Business Item D. Councilor Linville seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

**MAYOR'S BUSINESS**

A. Placeholder for Appointments/Reappointments

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**Development Review Board – Reappointment**

Reappointment of Jean Svadlenka to the Development Review Board, Panel A for a term beginning 1/1/2021 to 12/31/2022.

**Motion:** Councilor Akervall moved to ratify the reappointment of Jean Svadlenka to the Development Review Board, Panel A for a term beginning 1/1/2021 to 12/31/2022. Councilor Linville seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

**B. Upcoming Meetings**

Upcoming meetings were announced by the Mayor as well as regional meetings he attended on behalf of the City.

**COMMUNICATIONS**

A. None.

**CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS**

This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter. Please limit your comments to three minutes.

There was no public input.

**COUNCILOR COMMENTS**

A. Council President Akervall

Informed the Council of [www.gettrainedtohelp.com](http://www.gettrainedtohelp.com). Individuals can sign up for trainings on the website on how to provide support or a referral for a person in distress. Additional, mental health resources can be found by visiting [www.clackamas.us/mentalhealthconnection](http://www.clackamas.us/mentalhealthconnection).

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Ms. Akervall mentioned the following upcoming events:

- December 9, 2020 at 4:00 p.m., a free premiere of *The Library That Dolly Built* is scheduled to be livestreamed by the Wilsonville Library.
- Parks and Recreation webpage has a schedule of winter fest activities; which include a build a stocking event, toy drive, snowflake scavenger hunt, cookie contest, and letters to Santa.
- December 15, 2020 at the Community Center between 4:00 p.m. and 6:00 p.m. there is a drive by thank you event for Mayor Knapp scheduled.

Councilor Akervall then invoked her privilege as Council President and requested that a fellow Councilor make a motion to declare Tuesday, December 15, 2020 as Mayor Knapp Appreciation Day in the City of Wilsonville.

**Motion:** Councilor West moved to declare December 15, Mayor Knapp Appreciation Day starting 2020 and indefinitely. Councilor Lehan seconded the motion.

Councilor Akervall then read a proclamation into the record declaring December 15, 2020 as Mayor Tim Knapp Day.

**Vote:** Motion carried 4-0-1.

**SUMMARY OF VOTES**

|                            |           |
|----------------------------|-----------|
| Mayor Knapp                | Abstained |
| Council President Akervall | Yes       |
| Councilor Lehan            | Yes       |
| Councilor West             | Yes       |
| Councilor Linville         | Yes       |

A video tribute to Mayor Knapp was then played. After the playing of the tribute, Mayor Knapp was presented with the following:

- Personalized street sign
- Gift from Mayor Callaway of Hillsboro
- Thumb drive with video presentation
- Handbook for a Jaguar XK150
- Model car of a 1951 Jaguar

B. Councilor Lehan

Reminded all the date was December 7, which is Pearl Harbor Day. Furthermore, Ms. Lehan recognized Verrell Heater whom died in Pearl Harbor. Ms. Lehan explained that Mr. Heater has a headstone at Pleasant View Cemetery but is buried in Arizona.

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C. Councilor West

Wished Mayor Knapp and his wife Melodee the best in retirement.

Mr. West then mentioned on the topic of Council compensation, which had been brought up at the last Council goal setting session. He then made a motion.

**Motion:** Councilor West moved to have staff come back at the December 21, 2020 Council meeting, options for Council and Mayor compensation which would include a monthly stipend with an escalator that increases, maybe with inflation or the cost of living. Councilor Lehan seconded the motion.

Mayor Knapp shared the topic of Council compensation has percolated in the background for at least a decade.

Prior to discussion Councilors Akervall and Linville declared a possible conflict of interest on the topic as, they might benefit from any decision. Therefore, both Councilors recused themselves.

Councilor Lehan shared the intention of the compensation is that Councilors would receive a monthly stipend not a salary. With the Mayor receiving a higher, amount than the Councilors. Ms. Lehan explained Council could have a fuller discussion on the topic once staff provides a resolution and additional information.

Councilor West explained there are hours and hours that go into preparing for Council meetings and the additional meetings outside of Council. He further explained that Council compensation provides equity and allows more people to have the opportunity to serve without taking a loss. For example if someone has young children and would need childcare to attend meetings, or take time off work, they lose that income in order to serve. Mr. West described that he does not expect anybody to make a living by being a member of Council but for the compensation to provide the ability for an individual to stay level.

Mr. West further added that Council compensation gives more people an opportunity to participate in the process and have their voices heard.

Ms. Lehan agreed with Councilor West that Council compensation is an equity and inclusion issue.

Ms. Lehan recalled when she first became a member of Council the packets were 40 or 50 pages long. Now, packets are 400 or more pages long, which take a lot of time to read and become informed. In addition, there is a large number of boards/commissions and other committees managed by Council.

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Mayor Knapp stated he would support the motion to ask staff to bring back a resolution on Council compensation in order to implement before the end of the year. Furthermore, he agreed with Councilor West that Council compensation would provide more equity. The Mayor too would like to see a structure that would enable a broader range of people within the community to participate should they choose to without losing income or having to pay for auxiliary services.

Mayor Knapp explained he would like for the compensation to be structured therefore, future Councils are not put in the position to debate whether or not amounts continue to be adequate. Moreover, the Mayor desires for the compensation not to take effect until the next fiscal year in order for staff to budget appropriately.

City Manager Cosgrove shared staff has data that has been compiled from other cities, which will be updated and brought back to Council. He reminded Council to consider possible tax implications of compensation depending on the Councilor's tax bracket. He further, explained any member of Council whom may be philosophically opposed to collecting the stipend would have the ability to opt out just the same as with health insurance provided by the City.

Mr. Cosgrove announced a future Council would have the ability to eliminate the program altogether if they so choose.

Mr. Cosgrove requested Council provide direction on indexing, such as tying it to the average cost of living increases for the City's collective bargaining agreements or to the Consumer Price Index for All Urban Consumers (CPI-U) used by the City of Portland.

Mr. Cosgrove suggested that a three-tier system be established with separate compensation amounts for Mayor, Council President, and Councilors.

In closing, Mayor Knapp requested this item be added to the next Work Session and Council meeting for further discussion.

**Vote:** Motion carried 3-0-2.

**SUMMARY OF VOTES**

|                            |           |
|----------------------------|-----------|
| Mayor Knapp                | Yes       |
| Council President Akervall | Abstained |
| Councilor Lehan            | Yes       |
| Councilor West             | Yes       |
| Councilor Linville         | Abstained |

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D. Councilor Linville

Ms. Linville reported on the below past and upcoming events:

- December 2, 2020 attended the Willamette Falls Locks Commission held their fifteenth meeting
- December 3, 2020 participated in the League of Oregon Cities conference call
- December 7, 2020 (today) Pearl Harbor Day
- December 9, 2020 working with the Wilsonville Chamber of Commerce on their Where’s Wilson event
- December 11, 2020 plans to attend the League of Oregon Cities Elected Essentials Workshop

**CONSENT AGENDA**

*Resolution No. 2863 was moved to the New Business section of the agenda as Item D.*

Ms. Jacobson read the title of the Consent Agenda items into the record.

A. **Resolution No. 2866**

A Resolution Of The City Of Wilsonville, Acting In Its Capacity As The Local Contract Review Board, Authorizing The City Manager To Execute A Contract With Automated Merchant Services And Merrick Bank.

B. **Resolution No. 2867**

A Resolution Adopting The Canvass Of Votes Of The November 3, 2020 General Election.

**Motion:** Councilor West moved to approve the Consent Agenda as read. Councilor Linville seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

**NEW BUSINESS**

A. **Resolution No. 2864**

A Resolution And Order Amending Resolution No. 2858 To Further Extend The Local State Of Emergency And Emergency Measures, As Authorized By Resolution No. 2803.

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Ms. Jacobson read the title of Resolution No. 2864 into the record.

She then noted that Council received an amended copy of the resolution as the previous version was missing a date. Ms. Jacobson further explained the City has had an emergency order in effect non-stop without any laps since the beginning of the pandemic. Resolution No. 2864 now brings the emergency declaration through February 2, 2021 to keep in line with the Governor’s order. Ms. Jacobson reminded Council that an emergency declaration is necessary so the City can apply for emergency funds if they become available.

**Motion:** Councilor Akervall moved to approve Resolution No. 2864. Councilor Lehan seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

**B. Resolution No. 2865**

A Resolution Of The City Of Wilsonville Adopting The Findings And Recommendation Of The 2020 Solid Waste Franchise Rate Review Process As Documented In The “Solid Waste Collection Report, November 2020.”

Ms. Jacobson read the title of Resolution No. 2865 into the record.

Mark Ottenad, Public/Government Affairs Director provided a brief presentation, which has been included in the record. In addition, present to answer question was consultant Chris Bell.

Council questions and comments ensued.

**Motion:** Councilor Linville moved to approve Resolution No. 2865. Councilor West seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

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**C. Resolution No. 2868**

A Resolution of the City of Wilsonville Establishing a Restaurant Relief Program to Address Impacts Associated with COVID-19.

Ms. Jacobson read the title of Resolution No. 2868 into the record.

Chris Neamtzu, Community Development Director provided the PowerPoint, which has been included in the record.

**Motion:** Councilor Lehan moved to approve Resolution No. 2868. Councilor West seconded the motion.

Council discussion ensued.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |

**D. Resolution No. 2863**

A Resolution Of The City Council Creating The Kitakata Sister City Advisory Board.

Ms. Jacobson read the title of Resolution No. 2863 into the record.

Ms. Jacobson recalled Resolution No. 2863 had been removed from the Consent Agenda and moved to the New Business portion of the meeting. She further explained initially the resolution and bylaws created for the Kitakata Sister City Advisory Board were to include seven members. However, the resolution and bylaws have now been updated to include nine members with staggered terms.

**Motion:** Councilor Linville moved to approve Resolution No. 2863. Councilor Lehan seconded the motion.

**Vote:** Motion carried 5-0.

**SUMMARY OF VOTES**

|                            |     |
|----------------------------|-----|
| Mayor Knapp                | Yes |
| Council President Akervall | Yes |
| Councilor Lehan            | Yes |
| Councilor West             | Yes |
| Councilor Linville         | Yes |



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**CONTINUING BUSINESS**

A. None.

**PUBLIC HEARING**

A. None.

**CITY MANAGER'S BUSINESS**

City Manager Cosgrove reminded Council of the virtual Diversity, Equity, and Inclusion listening session scheduled for December 8, 2020 at 6:00 p.m.

Mr. Cosgrove gave a shout out to the Public Works and Parks maintenance staff for the great job they do every year with the holiday lights. He disclosed in order to be sensitive and inclusive to all community members next year the lighting will look a little different.

**LEGAL BUSINESS**

No report.

**ADJOURN**

Mayor Knapp adjourned the meeting at 9:36 p.m.

Respectfully submitted,

DocuSigned by:  
*Kimberly Veliz*  
C78-D210275D498...  
\_\_\_\_\_  
Kimberly Veliz, City Recorder

ATTEST:

DocuSigned by:  
*Julie Fitzgerald*  
BA972AF3ADE042E...  
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Julie Fitzgerald, Mayor