

This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio / video recordings of the meeting and may be reviewed upon request to the City Recorder.

**City of Florence
City Council Regular Session
Florence City Hall
250 Hwy 101, Florence, Oregon
Final Action Minutes
January 25, 2021**

COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, the Florence City Council meetings shall be held via videoconference and shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>.

Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury,
(Videoconference) Sally Wantz, Bill Meyer and Maggie Wisniewski.

Councilors Absent: None

Staff Present: City Manager Erin Reynolds, Administrative Services
(In person and Director Anne Baker, Chief of Police Tom Turner and City
via Videoconference) Recorder / Economic Development Coordinator Kelli Weese.

Handout: 1.25.21 City Council Meeting Base Presentation

1. OATH OF OFFICE

- Councilor Margaret Wisniewski

Start Time: 5:30 p.m.

Action: CR Weese performed the oath of office for newly appointed Councilor Margaret 'Maggie' Wisniewski.

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 5:31 p.m.

PRESENTATIONS & ANNOUNCEMENTS

- 2021 City Committee / Commission and Florence Urban Renewal Agency Appointments

Start Time: 5:33 p.m.

Action: Mayor Henry announced the appointments for the 2021 City of Florence Committees and Commissions as well as the Florence Urban Renewal Agency.

2. PUBLIC COMMENTS

This is an opportunity for members of the public to bring to the Council's attention any item not otherwise listed on the agenda.

Start Time: 5:34 p.m.

Discussion: There were no public comments.

ACTION ITEMS

3. COVID-19 EMERGENCY DECLARATION

Consider approval of **Resolution No. 2, Series 2021**, a resolution declaring a temporary state of emergency within the Boundaries of the City and delegating authority to the City Manager, and repealing Resolution No. 23, Series 2020.

Start Time: 5:34 p.m.

Handout: Presentation

Discussion: The City Council discussed...

- Discussion regarding potential actions the City Manager may take under the COVID-19 State of Emergency and potential amendments to clarify the City Manager's role in communication regarding the pandemic.
- Need to share with citizens regarding the City's support of social distancing and other guidelines

Comments: Councilor Wantz, Wisniewski and Mayor Henry

Action: Approve Resolution No. 2, Series 2021, with the removal of the statement in Section 4.a, "This provision does not present the City Manager from publishing recommendations regarding such social or physical distancing measures within the City".

Motion: Councilor Woodbury

Second: Councilor Wisniewski

Roll Call Vote: Councilor Wisniewski, 'Aye'
Councilor Meyer, 'Aye'

Councilor Wantz, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

4. EMERGENCY COLD WEATHER SHELTER PALLET SHELTER PROGRAM

A. FLORENCE EMERGENCY COLD WEATHER SHELTER EXPENDITURE

Consider approval of the receipt of grant funds from Lane County Health and Human Services and a pass-through expenditure in the amount of \$31,000.

Start Time: 5:51 p.m.
Handout: Presentation

Discussion: The City Council discussed...

- Clarificaiton regarding the purpose the motion for the spending and the Resolution
- Discussion of language of the Motion, change recommendation clarify the intention to give City Manager Authority to receive grant funds

Action: Consider approval of the receipt of grant funds from Lane County Health and Human Services and a pass-through expenditure amount of \$31,000, and authorize the City Manager to spend said funds.

Motion: Mayor Henry
Second: Councilor Wantz
Roll Call Vote: Councilor Wisniewski, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

B. PALLET SHELTERS SUPPLEMENTAL BUDGET

Consider approval of **Resolution No. 3, Series 2021**, a Resolution adopting appropriations for a pass-through grant funding and expenditure to support the Florence Emergency Cold Weather Shelter (FECWS) Pallet Shelter Program.

Action: Approval of Resolution No. 3, Series 2021
Motion: Mayor Henry
Second: Councilor Wantz
Roll Call Vote: Councilor Wisniewski, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

5. UTILITY RELIEF PROGRAM EXTENSION

Consider approval of **Resolution No. 4, Series 2021**, a resolution amending Resolution No. 24, Series 2020, in order to extend the deadline for the City of Florence Utility Relief Program.

Start Time: 6:01 p.m.
Handout: Presentation

Discussion: None

Action: Approve Resolution No. 2, Series 2021
Motion: Councilor Wantz
Second: Councilor Wisniewski
Roll Call Vote: Councilor Wisniewski, 'Aye'
Councilor Meyer, 'Aye'
Councilor Wantz, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

CONSENT AGENDA

6. WASTEWATER TREATMENT PLANT AIR BLOWER AGREEMENT

Consider approval of **Resolution No. 5, Series 2021**, a resolution authorizing the City of Florence to enter into a single source purchase agreement in the amount of \$49,819 with The Automation Group (TAG) to install, integrate and commission a variable frequency drive unit for the City Wastewater Treatment Plant.

7. APPROVAL OF MINUTES

Consider approval of the January 8, 2021 City Council Special Meeting, and January 11, 2021 City Council Special Meetings.

Start Time: 6:06 p.m.
Action: Approval of the Consent Agenda as presented
Motion: Councilor Meyer
Second: Councilor Woodbury
Roll Call Vote: Councilor Wantz, 'Aye'
Councilor Meyer, 'Aye'
Councilor Woodbury, 'Aye'
Mayor Henry, 'Aye'
Motion passes unanimously

REPORT & DISCUSSION ITEMS

8. GENERAL REPORTS

- December 2020 Committee, Commission & Volunteer Reports

Start Time: 6:07 p.m.
Discussion: None

9. CITY MANAGER REPORT & DISCUSSION ITEMS

Start Time: 6:08 p.m.
Discussion: The City Council discussed...

- Upcoming City Meetings and Events
- Current COVID-19 regulations and location of current case counts within Lane County, current vaccine information
- City implementation of public health safety protocols at facilities, parks and around town

- Florence Events Center update including decision to postpone hiring for FEC Director, current staffing, and facility improvements including fixture updates.
 - Announcement of promotion of Megan Messmer as Assistant City Manager
- Comments: All Councilors present

10. CITY COUNCIL REPORT & DISCUSSION ITEMS

Start Time: 6:25 p.m.

Discussion: The City Council discussed...

- Upcoming City meetings and activities of the City Council including the City Council work plan and budget,

Comments: All Councilors present

Meeting adjourned at 6:32 p.m.



Joe Henry, Mayor

ATTEST:



Kelli Weese, City Recorder