

**City of Durham**  
**CITY COUNCIL MINUTES**  
**July 27, 2021**

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- A. **OPEN REGULAR COUNCIL MEETING.** Mayor Schirado opened the regular meeting at 7:30 PM at Durham City Hall.
- B. **ROLL CALL OF COUNCIL MEMBERS.** *Councilors Present:* Mayor Gery Schirado, Council President Chris Hadfield, and Councilors Keith Jehnke and Chuck Van Meter  
*Councilors Absent:* Councilor Gifford  
*Staff Present:* City Administrator Linda Tate and Administrative Assistant Emily Baker, virtually  
*Public Present:* City Engineer Ed Hodges and Kristen Leichner, Cindy Leichner, Mike Leichner, and Eric Anderson from Pride.  
*Public Provided with a Zoom Link:* Mallory Fuller, Durham Resident.
- C. **COUNCIL MINUTES.** Councilor Van Meter moved to approve the minutes from the June 22<sup>nd</sup> meeting. Councilor Hadfield seconded the motion. The vote was unanimous (4-0).  
**MO 072721-1**
- D. **EXECUTIVE SESSION MINUTES.** Councilor Van Meter moved to approve the minutes from the June 22<sup>nd</sup> executive meeting. Councilor Hadfield seconded the motion. The vote was unanimous (4-0).  
**MO 072721-2**
- E. Mayor Schirado read the **CALENDAR OF MEETINGS,**
- **Tuesday, August 3, 2021,** Regular Meeting of the Planning Commission at 7:30 p.m., perhaps via zoom
  - Regular Meeting of the City Council in August has been cancelled.
- F. **PUBLIC FORUM.** None.
- G. **PLANNING COMMISSION UPDATE.** There was no meeting in July.
- H. **RECOMMENDATION OF BID FOR ASPHALT OVERLAY OF CHAUCER COURT AND CAMBRIDGE LANE.** Ed Hodges from Curran-McLeod shared the results from the bid on July 15<sup>th</sup> and recommended awarding the bid to Pacific Excavators. Councilor Hadfield asked about Pacific Excavator's submission, and Hodges said that based on his experience he is comfortable with the bid being recommended. Councilor Van Meter asked how long the project will take. Hodges said that the project will only take 2 – 3 days once it is started, but that it may not begin until late August or September.

Mayor Schirado asked if it will require interruption to traffic. Hodges said there will be some interruption but that traffic flow will still occur. Hodges said the contractor will notify affected residents of the schedule and post signs. He said the main interruption of traffic will occur with the paving.

Councilor Hadfield moved to accept the bid from Pacific Excavators for the Chaucer Ct and Cambridge Ln overlay. Councilor Van Meter seconded the motion. The vote was unanimous (4-0).  
**MO 072721-3**

Ed Hodges discussed possible future projects in Durham.

- I. **RESOLUTION 645-21 A RESOLUTION OF THE CITY OF DURHAM ADJUSTING SOLID WASTE DISPOSAL RATES FOR PRIDE DISPOSAL COMPANY.** Kirsten Leichner from Pride discussed the rate increase and was available for questions from the Council. Councilors Van Meter and Hadfield asked about the reason for the increase. Leichner discussed the rate increase and what the surrounding jurisdictions are doing. Mayor Schirado asked how the Metro rate increase is affecting Pride and Leichner explained the charges they are getting from Metro and the fees on the operational components. She clarified that the Metro rate increase is not factored into this current rate increase.

The council discussed composting with Leichner. She explained that in some parts of Washington County, residential addresses can dispose of their food waste in their yard debris bin. Mayor Schirado asked about the processing, and Leichner explained.

Councilor Van Meter moved to adopt Resolution 645-21, a resolution of the City of Durham adjusting solid waste disposal rates for pride disposal company. Councilor Jehnke seconded the motion.

Councilor Hadfield expressed his concerns with the rate increase occurring yearly.

The vote was unanimous (4-0)

**MO 072721-4**

Leichner discussed an upcoming tour of the Pride facilities if any of the Councilors are interested.

Tate mentioned issues with the current situation of the dumpster and enclosure in the park's parking lot. Leichner discussed some options for replacing the current dumpster.

- J. **RESOLUTION 646-21 A RESOLUTION OF THE DURHAM CITY COUNCIL ADOPTING THE CITY PERSONNEL POLICY HANDBOOK.** Tate pointed out the changes that were made to the personnel policy. Councilor Van Meter asked about the process Tate went through in updating the policy, and Tate explained that she had the HR attorney for the City's insurance company edit the old policy and incorporate legislative and recommended changes.

Councilor Van Meter moved to adopt Resolution 646-21 as resolution of the Durham City Council adopting the city personnel policy handbook. Councilor Jehnke seconded the motion.

Councilor Hadfield pointed out two typos in the policy and asked about the chain of command when someone has a complaint to lodge. In particular, Hadfield questioned why the Mayor is the contact and not other members of the Council. Tate explained that the policy covers employees and there needed to be a second person listed in case the complaint was about the City Administrator. Councilor Jehnke stated that he wanted to know what the HR legal professional thought about the issue. Tate explained that the HR legal professional had been the one to propose the Mayor as the second contact. The Council discussed options and recommended that the wording be changed to "any member of the Council" instead of "Mayor". Tate said that she would take that suggestion back to the HR attorney for her recommendation.

Councilor Hadfield had questions about the benefits section. It was agreed that the wording of “benefit eligible” was confusing when compared to the items listed in the section called “Fringe Benefits”. Tate said that she would discuss this confusion with the HR attorney and revise the policy to correct this confusion.

There was no vote taken and the discussion was pushed forward to the October City Council meeting.

**K. ADMINISTRATOR’S REPORT**

- Update on In-N-Out: There were no updates from Tualatin on the development of an In-N-Out in Tualatin.
- Heron Grove Park Path Lights: Tate thanked Councilor Van Meter for his work on this project.
- Tate supplied the Council with the letter from Rick North in reaction to their request that he pay \$100 for dumping illegally in the park. The Council discussed his letter and directed Tate to tell him that there were very unwilling to reverse their decision.

**L. FINANCIAL REPORTS.** Councilor Van Meter moved to approve payroll checks 615 to 616, vendor checks 16878 to 16906, and electronic fund transfers totaling \$5,968.80. Councilor Jehnke seconded the motion. The vote was unanimous (4-0). **MO 072721-6**

**M. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS.** Councilor Hadfield asked about a pavement project on Arkenstone Drive, stating he has received a complaint about the unfinished work. Baker explained that there was a Right-of-Way permit for work on a sewer line at the property and that staff have been trying to get information from the company on when they plan to finish the work.

Mayor Schirado discussed the new recommended mask mandate from the CDC.

**N. ADJOURN.** Mayor Schirado adjourned the meeting at 10:36 PM.

**Approved:**

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**GERY SCHIRADO, MAYOR**

**Attest:**

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**LINDA TATE, CITY ADMINISTRATOR/RECORDER**