



**DETROIT CITY COUNCIL  
Regular Meeting Minutes  
Tuesday, December 9, 2014**

**CALL TO ORDER:** Mayor Flanders called the meeting to order at 6:32 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

**1. ROLL CALL – Council Present** – Jim Bradley Parks & Rec, Sandy Franz Building, Jack Campbell Water, Greg Sheppard Streets, Shari Flanders Mayor, Jim Trett Emergency Services and Mark Messmer Police & Safety (Councilors Trett and Bradley late due to traffic accident. Arrived at 6:45 PM)

**Councilors Absent** – None

**Staff Present:** Christine Pavoni City Recorder, Deborah Hastings City Clerk,

**Citizens Present:** Sarah Cavazos, Debby Ruyle, Bob Franz, Jack Krill, Kevin Hills, Leon Adams and John Manthe

**2. PLEDGE WAS RECITED**

**3. ANNOUNCEMENTS** – Mayor Flanders announced councilors need to stay after the meeting to sign checks and a card for Freres to express our gratitude for the work they did at the former grade school and that a donation receipt would be included. She also reminded council about the new councilor training class put together by the League on January 28<sup>th</sup> in Independence from 9 am to 4:30. Recorder Pavoni added that CIS is going to be here in February for a council orientation and sent a disk for them to look at beforehand to have any questions ready. That in order for it to make it through seven people, they need to start now and each one could keep it for a week. Councilor Campbell took the disk first and said he would pass it to Messmer.

**4. DECLARATIONS OF CONFLICT OF INTEREST AND EX-PARTE CONTACT** - None

**5. APPROVAL OF MINUTES OF THE LAST MONTH** – Mayor Flanders asked for a motion to approve the minutes of city council regular session meeting of November 18, 2014, Councilor Campbell so moved, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** - Councilor Messmer motioned to pay the bills, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed

**7. UNFINISHED BUSINESS**

**7.0. Clester Road Issues: Revocable License Agreement; Restricted Parking Zone** – Mayor Flanders read the to do list regarding the Clester Road restricted parking zone, and what still needs done regarding the Clester Road revocable license agreement, this would stay on the agenda until completed.

**7.1. Rotating Meeting Schedule** – Mayor Flanders stated that Jim Trett and Jim Bradley still weren't here and DLRABA is in recess, no reports.

**7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave** – Mayor Flanders reported that ODOT is hoping to have the draft amendment ready the first week of December. That Engineer Rob Henry reported that if the project can be started beginning of January, 2015 they are looking at a completion date of May or June 2015.

**7.3. E-mail vote: Permission to Hire Temporary Maintenance Person** – The Mayor reported an email vote was taken on November 25<sup>th</sup> to hire Rick Morgan on a temporary basis to cover for Jim Kosack until he is released to return to work due to medical issues, the vote was unanimous.

**7.4. NIMS Training and NIMS Compliance** – forwarded from 11/18/2014 Meeting – Mayor Flanders stated this was postponed last meeting until Jim Trett was present, and would postpone it again until next month.

**7.5. Transient Occupancy Tax (TOT) – Potential Increase** – Discussion followed regarding doing an impact study for the people who would be impacted. Recorder Pavoni suggested doing a questionnaire and a

public hearing for them. Council agreed. Councilor Campbell motion they have a public hearing after they send out a questionnaire to the vacation home owners, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

7.6. Sewer Fund Revenue – Food and Beverage Tax Suggestion – Discussion followed, which included to also have a public hearing for those that would be impacted. Councilor Sheppard suggested we should still explore the possibility of a slip tax at the Marina's. Discussion continued about the food and beverage tax and council decided these people be included in the same public hearing as the TOT to get their input.

## **8. NEW BUSINESS**

8.1. RV Permit Application 200 Scott – The Mayor asked for motion to approve the application, motion was made by Councilor Franz, and seconded by Councilor Campbell, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed. Discussion followed regarding the yearly fee. Councilor Franz motion to charge Brain Heater \$50.00 per year to park his RV on his property for each year he uses it, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

> Councilor's Trett and Bradley present after the last vote 6:45 P.M. late due to car accident.

8.2. November Election Results – Mayor Flanders stated that council needs to decide if John E. Manthe Jr. and John Manthe are one and the same person per Marion County election laws. Councilor Messmer motioned that he is the same person, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Mayor Flanders stated they have to draw who is the winner between write-ins Dean O'Donnell and John E. Manthe Jr. She motioned to flip a coin, Dean be heads and John be tails, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Councilor Sheppard flipped the coin which landed on heads, Dean O'Donnell won the toss. Recorder Pavoni explained that Dean will be notified of the win, if he declines the seat will become open for appointment. The Mayor asked for a motion to accept the abstract from the November 4, 2014 election as the official election results. Councilor Trett made the motion, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Recorder Pavoni passed out the certificates to the winners of the election, Greg Sheppard (4-year term) Jack Campbell (2-year term), Mark Messmer (4-year term) and Debby Ruyle (4-year term) to let them know they were voted in.

8.3. Christmas Bonus – Motion was made by Councilor Bradley to grant the \$50 gift certificate for all city employees, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Staff asked council to determine if Rick Morgan should get a token gift certificate. Councilor Trett motioned to give Rick Morgan a \$25.00 gift certificate, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

8.4. Holiday Closure – Mayor Flanders stated that staff is asking to close city hall Christmas Eve, Wednesday afternoon and all day Friday the day after Christmas as vacation time and that New Year's Eve and the day after would be regular work days. Councilor Campbell asked if there is anyone that would be on call in case of an emergency. Mayor Flanders responded yes, Mark Messmer and himself for water. Councilor Messmer motioned to approve the closures, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

8.5. Detroit Web Site Kick-off – Recorder Pavoni reported a version of the web site should be completed within a couple of days and would email the link for council to review and respond.

**9. CORRESPONDENCE** – City Recorder, City Clerk – **Letter Sent 9.1.** Councilor Franz asked on the TOT Late notices, if there was a taxed interest rate if they're late and if it's all on a form. Recorder Pavoni responded yes and explained how it is on the form. **Letters Received 9.2.** No questions or comments.

## **10. COMMISSION AND MAYOR'S REPORTS**

10.1. Mayor's Report – Shari Flanders thanked Councilors Bradley and Franz for their work on the council over the last few years and that council appreciates all they have done.

10.2. Police and Safety Commissioner's Report – Mark Messmer nothing to report at this time

10.3. Street Commissioner's Report – Greg Sheppard reported that the Kubota has been put to good use. There was discussion about trading in the mower attachment for a broom. Recorder Pavoni reported that we got the price of the brush attachment, which is over \$6,000 and that we could only get a little over \$2,000 for the mower, that we don't get full price back for it. That Bob is still looking into possibly getting a used one.

10.4. Water Commissioner's Report – Jack Campbell read Water Tech Bob Bruce's report for the month of November on water usage and consumption. Meters were read on December 1<sup>st</sup> and two leaks were found, the owners were called and leaks had already been fixed. The fence and gate at the water plant are scheduled to be repaired on December 8<sup>th</sup>, the cost \$1,393, the gate will be larger so the trucks will be able to get into the sand filters. 118,000 gallons leaked on the ODOT water main. Slow Sand Filter A should be seasoned enough to be put back on line in December, all of Mackey Creek gallons went to filter A to season it. All else ok.

10.5. Building Commissioner's Report – Sandra Franz reported there were two permits issued for November a residential mechanical and a residential structural. Two Permits with final inspection, a residential mechanical and a commercial structural.

10.6. Parks & Rec Commissioner's Report – Jim Bradley reported the former grade school is down. He called on Kevin Hills to report on the project. Kevin said everything went fine, the burning of the piles is still being worked on by Fire Chief Trett. There was some discussion about putting gravel down, Kevin said he would be in charge of looking for donations for the gravel. Bradley commented he felt they should look into putting in a parking lot for the overflow parking, and put up a kiosk for payment of a couple of dollars. He thanked Kevin, Terry Bonnett and all the volunteers who worked on that, and got results. Recorder Pavoni informed Jim that once we know if and when we are going to burn she has already had questions from people. That we would need to notify people way ahead of time.

10.7. Emergency Preparedness Commissioner Jim Trett - Mayor Flanders moved Jim Trett's reports to after the sewer committee report.

10.8. Planning Commission – In recess

10.9. Sewer Committee – Mayor Flanders stated that Renata from the COG sent an email that she thinks we should delay council adoptions of the feasibility study. Tim from DEQ has said while they don't approve these documents, he is happy to provide comments, so she thinks we should wait for final approval until the council can at least see his comments and should plan on this for the January agenda.

10.10. Charter Amendment Committee – Mayor Flanders asked the committee to set a meeting date, they decided on the Friday, January 16<sup>th</sup> at 7:30 PM.

> Back to Councilor Trett, (section 7.4.) Mayor Flanders stated the city received a memo about our NIMS compliance and our NIMS training for the November meeting. That we are eligible right now because of Commissioner Bradley being our emergency preparedness person. That the NIMS issues should be revisited possibly in conjunction with the Fire Department, Councilor Trett said he would take care of it in getting some people trained. Councilor Trett talked about the following items the Fire Department is working on. The broken door had been repaired at the Idanha Fire Station; they will be starting an emergency medical responder class the first weekend in January; the ambulance was taken in to have an annual inspection done; and the ambulance extension renewal contract application passed unanimously. The second annual thank you dinner was held on Saturday the 6<sup>th</sup> of December.

**11. ADVISORY COMMITTEE REPORTS** - Federal Lakes Recreation Committee for Detroit Lake  
Next meeting Wednesday, January 21st at 6:30 PM – Location TBA

**12. PUBLIC COMMENTS** – Sarah Cavazos who is working on the economic development study in the canyon commented that they are looking at long term infrastructure and how they can be supporting communities in the Canyon. That she is getting involved with the small cities around here to find out what the priorities are, specifically water and sewer, the readiness to move forward and putting together funding packages.

**13. ADJOURN** - Councilor Bradley motioned to adjourn, motion was seconded, all in favor; Bradley, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Meeting adjourned at 7:40 PM.

Attest

Signed: \_\_\_\_\_  
Sharyl Flanders, Mayor

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Christine Pavoni, City Recorder

Transcribed by: Deborah Hastings, City Clerk