



**DETROIT CITY COUNCIL  
Regular Meeting Minutes  
Tuesday, February 10, 2015**

**CALL TO ORDER:** Mayor Flanders called the meeting to order at 6:31 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

**1. ROLL CALL – Council Present** – Debby Ruyle Parks & Rec, Jack Campbell, Shari Flanders Mayor, Greg Sheppard, Jim Trett, and Mark Messmer

**Councilors absent** – None

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

**Citizens Present:** John Manthe, Bob Franz, Adrian Albrich, Debby Hande, Daniel Lopic and Sandy Franz

**2. PLEDGE WAS RECITED**

**3. ANNOUNCEMENTS – 3.1. COUNCIL VACANCY** – Two applications were received, John Manthe and Sandy Franz. John Manthe respectfully rescinded his application to concede to Sandy Franz. Councilor Trett moved to accept his withdrawal, motion was seconded, all in favor, Ruyle, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Councilor Sheppard motioned to accept Sandy Franz's application to serve on council, motion was seconded, all in favor, Ruyle, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Sandy took the oath of office by Recorder Pavoni and took her seat at the council table.

**3.2. Appointment of Council Commissions by Mayor with Consent of the Council** - Mayor Flanders asked for council approval to assign Sandy as the Building Commissioner, motion made by Councilor Campbell, seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

**3.3. Motion To Add Newly-appointed Councilor to US Bank Account Signature Card** – Councilor Trett motioned to add Sandy Franz to the US Bank Signature Card, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

**3.4. City Day at the Capitol February 26, 2015** – Mayor Flanders reported that Registration for Councilors Jim Trett and Jack Campbell were submitted 2/4/15.

**3.5. CIS ELECTED OFFICIALS VIDEO PRESENTATION** – Adrian Albrich and Debby Hande – After the video, Adrian introduced himself, Risk Management Consultant for the city and Debby Hande the Underwriting Services Consultant and local agent for the city. They talked about the many resources available on their website and the service they provide for the city. Adrian stated that they are the city's liaison to all the resources within CIS. They encouraged council to call or contact them anytime with any questions or concerns.

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

**5. APPROVAL OF MINUTES OF THE LAST MONTH** – Councilor Trett motioned they approve the Detroit City Council Regular Meeting of January 13, 2015, motion was seconded, all in favor, (6) Ruyle, Campbell, Flanders, Sheppard, Trett and Messmer, Abstain (1) Franz, motion passed.

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** – Councilor Trett moved to pay the bills, motion was seconded. Councilor Messmer asked if the septic bill was for the school and if there were any conclusions. Recorder Pavoni reported the tank itself may be usable but no one knows where the leach field is, that we will have to start from scratch. All in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

## **7. UNFINISHED BUSINESS**

7.0. Clester Road Issues: Revocable License Agreement; Restricted Parking Zone – Recorder Pavoni reported this would be done this month.

7.1. Rotating Meeting Schedule- Councilor Trett reported that Volunteers are doing drills on Friday's from 1-3. That they are working with agencies between here and Turner to do some regionalization of EMS programs. Long term goals they are looking towards EMT's to be able to fill in at any other agency and would be trained on other agencies equipment to be able to fill in. He reported they would be moving their Physician Advisor to Mark Huston, who is the Advisor to Lyon's and several other agencies. They are also looking at making the EMS coordinator from Lyon's their coordinator. He announced that the fund raiser valentine's breakfast would be this Saturday. Mayor Flanders reported that Kevin Hills was nominated for Planning Commission Chair.

7.2 .Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave – After Mayor Flanders inquired if Council had read the email correspondence, which subject matter pertained to the project date changes associated with the Federal Lands Access Program grant application, she asked for a motion to sign the amended intergovernmental agreement with ODOT. Councilor Messmer so moved, motion was seconded, all in favor, (6) Ruyle, Campbell, Flanders, Sheppard, Trett and Messmer, abstain (1), Franz, motion passed.

7.3. Oregon Federal Lands Access Program – Mayor Flanders reported e-mail votes were taken and was decided to move forward with the FLAP Grant, Jim Trett and Greg Sheppard not available. An email vote was taken allowing her to sign a letter of intent, she and Jim Trett were not available, the rest was yes.

7.4. Transient Occupancy Tax Potential Increase and Food & Beverage Tax Suggestion – Tabled until March & April 2015 Council meetings.

7.5. Quotes to Paint City Hall Exterior – There was discussion regarding wanting to have three quotes. Recorder Pavoni stated that one of the problems we are going to start running into is they are starting to make their schedule for this spring. Mayor Flanders stated we would give it one more month and then they would make their final decision, council agreed.

7.6. Added to Agenda – Exemption Request Chapter 5.2.2 (B) 175 Detroit Ave. S. – Mayor Flanders explained that they need an exemption for her lender. That they have given this exemption before from Development Code Chapter 5.2.2. That it is commercial property and need the exemption that they would be able to rebuild in case of a fire. Councilor Campbell motioned to approve the exemption, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

7.7. Added to Agenda – 455 Tree Hazard – There was discussion regarding a letter received from Eric Page regarding a hazard tree on city property by his house, asking how the city would like to proceed. Mayor Flanders reported that if the hazard is dealt with in a public forum and the city does not have the funds to fix the hazard they have discretionary immunity because of budgetary constraints. The Street fund budget was discussed. Councilor Sheppard volunteered to go look at the tree and make a recommendation at the next meeting. Mayor Flanders motioned that right now we don't have the money to take down the tree, Councilor Sheppard will go look at it and they will revisit this at the March meeting, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

## **8. NEW BUSINESS -**

8.1. ATV/Snowmobile Ordinances – The Planning Commission has recommended not to hold up approving the ordinances while they continue to work on the crossing. Discussion was had about not allowing them to be rode after 10 PM, it was decided to add into the ordinance a reminder to obey city rules regarding noise, etc. Mayor Flanders stated it still needs to go to the City Attorney, ODOT and the Sheriff's office. Discussion continued in regards to what to put into the ordinance about the highway crossing. Recorder Pavoni suggested we sent it to all the agencies with the questions how to deal with the crossing. Councilor Campbell motioned they push forward with this, with recommendation from each of the authorities we send this to and amend the article at that point, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

8.2. Resolution No. 535 – A Resolution to place a five-year local option tax for contracted law enforcement services on the May 19, 2015 Ballot. – Mayor Flanders read Resolution 535 in full.

Motion was made by Councilor Messmer, it was seconded, all in favor (6) Franz, Campbell, Flanders, Sheppard, Trett and Messmer, Nay (1) Ruyle, motion passed.

8.3. Budget Calendar Fiscal Year 2015-2016 – Councilor Trett moved to accept the budget calendar for fiscal year 2015-2016, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Mayor Flanders read off the days of the meetings, Councilor Ruyle reported she would not be here for the June 9<sup>th</sup> meeting.

8.4. Annual Saturday Meeting – There was discussion regarding the meeting falling on the same day as the Fireworks over the Lake. Council agreed because the meeting is a 10 AM, it would be a good day to have it. Councilor Trett moved they hold the Saturday meeting on July 11<sup>th</sup> at 10:00 AM, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed.

8.5. Annual Backflow Testing Update – Mayor Flanders reported everyone is in compliance and Bob is working on the annual report.

**9. CORRESPONDENCE** – City Recorder, City Clerk **9.1. Letters Sent** – Councilor Franz asked if Eichler

was buying just the boiler and if we know how much he is going to get for it yet, Christine said not yet.

**9.2. Letters received:** None

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

10.1. Mayor's Report – Shari Flanders had nothing to report

10.2. Police and Safety Commissioner's Report – Mark Messmer reported a couple of (inaudible) are back in town that they should be aware of. They were implicated in a number of break-ins about a year ago. That he would be talking to some folks from Marion County that he was under the impression as part of the parole or agreement that it was stipulated that they did not come back into the community. He talked about good participation for the neighborhood watch and that he should have packets to distribute at the DLRABA meeting that will have contact numbers and a map showing locations for people who are involved. There are still some holes up on the hill side, that the biggest problem is 83% of our homes are not occupied, which makes it difficult to contact people to keep an eye out. That it is important that they all reach out to people they know to get them to participate. That he would email a copy of the list to the council. Discussion followed.

10.3. Street Commissioner's Report – Greg Sheppard reported the brush hog was traded in for a plow and a box blade. That the Kubota has done a lot of nice work on the town, that Rick is doing a nice job cleaning up debris, culverts, grading roads.

10.4. Water Commissioner's Report – Jack Campbell read Water Tech Bob Bruce's report for the month of January on water usage and consumption. Meters were read on January 30<sup>th</sup> leaks were found on customer's side. Total water used from these leaks was 386,000 gallons, one leak was 226,000 gallons. Water unaccounted for is very high this month at 2,250,200 gallons, about 50-gallons per minute loss in the distribution system, none of which have surfaced yet. A new surveillance camera was replaced at the water plant, the installation was done by himself (Jack) that he bought the camera at his cost and installed it for free, and everything else is ok.

10.5. Building Commissioner's Report – Councilor Franz reported there were three permits with final inspection for the month of January, all residential, one electrical, one new family dwelling and one structural.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported that the FLAP grant had been turned in and there is a State Parks Grant that Daniel Lolic has stepped up to help. Daniel stated that he would be helping the city write the state parks grant to help fund the park. Things like the parking lot, the restrooms, just in case the FLAP grant does not happen. That he would attend the next meeting to come up with a list of things we would like to fund with the grant. Debby added we are looking at usually around \$250,000 because that is the typical grant they award, and usually about 40% of the grants that are submitted are funded for the small grants up to \$75,000 and some of the larger grants are from \$75,001 up to \$750,000, but average is about \$250,000 that we will be shooting for, which is due April 1<sup>st</sup>, with the decision probably in June. There is a \$20% match. It would be

awarded sometime in the fall and we would have two years to complete the grant. Conceivably if we get the FLAP it could help with the match, Mayor Flanders added if we don't we could possibly use some of money we were going to use towards the FLAP match.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett no report

10.8. Planning Commission – Nothing

10.9. Sewer Committee – Presentation by Daniel Lokic, MC Rural Access Coordinator – Daniel stated that a main priority of his for the city is to look for ways to implement the water sewer treatment facility. After talking with our engineer regarding the school property his understanding is it can be used as a drainfield for the current central business district, whether it would support an expanded central business district is unclear. Preserving that land and hoping that it could possibly serve an extended business district is not a wise move to take. Because if it doesn't line up then we have a drainfield that is serving the businesses we have now but can't serve any expanded businesses, which what we're looking for. He asked the Engineer what the best solution was for this whole project and he said that the actual treatment facility to be at the Santiam property and the drainfield to be at the Army Corps of Engineers property listed on the feasibility study, the one above ODOT. If the City were to acquire this land it would serve as a drainfield for the whole city. There are a couple of issues; one we're not sure if it Army Corps of Engineer or Forest Service land, that he spoke with Grady at the Forest Service and they are trying to find out who the land belongs to. If it is Army Corps land then there is a process where the city can lease the land from them for a municipal cause for a drainfield. If it is Forest Service land then the city can buy the land for municipal cause for a drainfield, and that he would let us know as soon as he finds out whose land it is. We also need to find out is if it is suitable for a drainfield. That he is going to have DEQ come up hopefully to check the soil, if it is ok then we can start talking to whoever owns the land for a possible land acquisition. After DEQ then we need to have the Department of Land Conservation come out to see if it is an allowable use, and the Division of State Lands. That he would find out if the soil testing through DEQ would have to be formally or informally. Regarding the park grant he added that there is another grant that could possibly fund just the sidewalks and parking that he would get more information about.

10.10. Charter Amendment Committee (May 2016 Election) Members: Jack Campbell, Greg Sheppard, Dean O'Donnell, Kevin Hills, Vickie Larson, Bob Franz – 1<sup>st</sup> Meeting TBA (Sept/Oct 2015)

**11. ADVISORY COMMITTEE REPORTS** - Federal Lakes next meeting is on Wednesday, April 15, 2015 at

6:30 PM, location to be announced.

**12. PUBLIC COMMENTS** – Councilor Campbell mentioned the Detroit Lake Wake Competition info.

**13. ADJOURN** - Councilor Campbell motioned to adjourn, motion was seconded, all in favor, Ruyle, Franz, Campbell, Flanders, Sheppard, Trett and Messmer, motion passed. Meeting adjourned at 7:44 PM.

Attest

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

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Christine Pavoni, City Recorder

Transcribed by: Deborah Hastings, City Clerk