



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

CALL TO ORDER: Mayor Flanders called the meeting to order at 6:33 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Council Present – Debby Ruyle Parks & Rec., Shari Flanders Mayor, Greg Sheppard Street Commissioner and Mark Messmer Police and Safety.

Councilors absent – Jim Trett and Jack Campbell with notice

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

Citizens Present: Ken Woodward, Lyn Schultz, Jack Krill, Bob Franz and Yvonne Messmer

2. PLEDGE WAS RECITED

3. ANNOUNCEMENTS – Mayor Flanders reminded council of the following meetings & workshops:

Tuesday, April 7, 2015: Federal & State Funding Opportunities for Distressed Communities Workshop at Gates Fire Hall 9:00 AM to 11:30 AM. Greg Sheppard will try and go. Wednesday, April 29, 2015: North Santiam Economic Vitality Summit at the Foothills Church in Stayton, 8:30 AM to 4:00 PM. Greg said he would also like to try and make this one & Mayor Flanders. Wednesday, April 29, 2015: The Budget Committee Meeting – Detroit Meeting Hall 6:30 PM.

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 Detroit City Council Regular Meeting of February 10, 2015, so moved by Councilor Messmer, motion was seconded, all in favor, Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed.

6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH – Mayor Flanders asked for a motion to pay the bills, motion was seconded, all in favor, Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed.

7. UNFINISHED BUSINESS -

7.0. Clester Road Issues: Revocable License Agreement; Restricted Parking Zone – Mayor Flanders reported that City Attorney Wally Lien said everything looked good for the **Revocable License Agreement**, that article 7 was taken out not to charge a fee and that the maps were sufficient. That the letters can go out with the refund for those that paid. Councilor Sheppard reported on the signs for the **restricted parking**. That for the aluminum signs he felt using green on white would be good, which is what they usually use for permit parking. The cost is \$18.75 each for the 12x18 signs and \$37.50 each for the 18x24, that we need five signs. The sign would say Permit Parking Only ORD 234 Fine is \$250 per day. Greg said he would go with the bigger signs with arrows showing the direction. Christine explained that after much research, decals can get very expensive. That we could get a generic one that hangs from the mirror that says parking permit and we could write in the street address. Council agreed on both the signs and the decals. Councilor Sheppard reported on the **tree at 445 Clester**. That he had someone look at it and is waiting on an opinion and a bid from Randy Hildebrandt and also wants Steve Galbreith to look at it to see what he thinks.

7.1. Rotating Meeting Schedule – Jim Trett absent. Jack Krill reported for the **Fire Department**. He said the door was fixed. That there has been training and working on grants. A lock box was put in on the side of the building that he wants to donate his key to go in it if ok with council. Council was fine with that. Councilor Franz reported on the **DLRABA** meeting of February 21st. A presentation was given on the Cascading Rivers Bikeway and 2015 Bike events from Phil in Estacada. The three bike events were discussed and the proposed date is September 19th. Detroit will be hosting the riders and all the businesses will be helping making meals, etc. The car show will be moved to the 12th of September. Yvonne Messmer added the event would be limited to 50-riders this year, and that she would be contacting ODOT to see what we need to do for signage. Sandy stated that Joe LaMont of Santiam Motor Sports, Jennifer Patrick and Joan Campbell of INT League all shared

a proposal for holding a wakeboard and wake surfing competition and have it tentatively scheduled for June 12 through June 14. Sandy stated that there is a class on social media on April 12th at Gates Fire hall.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – In regards to the possibility of extending the expiration date of the intergovernmental agreement so the beacon light project could be used as a match for the FLAP grant, Recorder Pavoni reported that Pat Fisher ODOT representative on the FLAP grant panel said we should have other matches as well. Christine said that right now they are working on maybe a match with the land. If this can't be used for the FLAP grant it could be used for the Parks grant. Mayor Flanders said this would stay on the agenda. Christine added the City got back the signed intergovernmental agreement from ODOT.

7.3. Transient Occupancy Tax Potential Increase and Food & Beverage Tax Suggestion – Mayor Flanders reported that according to our attorney we can increase the occupancy tax and the food and beverage tax does not need to go before the voters that it can be done by ordinance. The purpose of the tax would be for a sewer system. If it does not come to fruition the money could go into the general fund. Recorder Pavoni stated regarding the TOT, that an insert will be put in with the TOT return notices letting them know this would be discussed in the April council meeting or they could send in comments before the meeting. The food and beverage tax would be added as well to find out what people think. Council was in agreement.

7.4. Quotes to Paint City Hall Exterior – There was discussion regarding quotes the city had received and one withdrawing his bid for personal reasons. A couple of citizens supplied names for a painter. Yvonne Messmer will put on face book.

7.5. ATV/Snowmobile Ordinances – Mayor Flanders read email responses from the Marion County Sheriff's office. Laura Pekarek, Community Resource Officer, commented on the age restriction, that a 16-year old driver who has a valid operator's license should be able to drive the ATV and same for snowmobiles. All else looked well written and clear, same as Arthur Stinson, Lead Officer. Council agreed it should be uniform. Councilor Franz motioned to change the age to 16, motion was seconded, all in favor, Ruyle, Franz, Flanders, Sheppard, and Messmer, motion passed. Councilor Franz asked about deleting highways out of the definition of Street. Mayor Flanders stated we can send to the attorney as is and let him tell us if it's ok. Recorder Pavoni added that we are still waiting for response from ODOT before it goes to the attorney.

8. NEW BUSINESS

8.1. Total Maximum Daily Load (TMDL) Annual Report – Mayor Flanders reported the annual report was completed, which is for implementing water quality management.

8.2. Property Appraisal Report – Only question was why the former maintenance shed was not on the report and Christine said because it is not covered.

8.3. Request for Wood Boards from Grade School Property – Rick Ladbury asked permission to look thru the piles of old wood at the former grade school, that he needs approximately 8' by 3' size wood to restore the antique wagon located outside the Korner Post Restaurant. After discussion, Councilor Sheppard motioned to approve as long as he signs a release and hold harmless agreement and goes in with someone, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed.

8.4. City Hall Hours vs. Fire Department Hours – Recorder Pavoni informed council of an issue regarding the front door remaining unlock for the Fire Department on Wednesday and Thursday's afternoons when city hall is closed, with people still coming in to pay water bills etc. interrupting Kelly. Recorder Pavoni discussed the issue with Kelly to have the front door locked with a sign telling Fire Department visitors to knock on the sliding glass door. Councilor agreed to the suggestion.

8.5. Resolution No. 536 - Municipal Court Hours Amendment – Municipal Court Judge Rick Jolin requested to have the court time changed from 6:00 PM to between 10:00 AM and 3:00 PM. After discussion Councilor Sheppard motioned to approve Resolution 536 amending Resolution 455 to change the court time as requested, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed.

8.6. Equipment Fee – Memo from Recorder Pavoni asking council if the City should add a fee for use of equipment (Kubota). Such as additional cost for water service that we previously hired Kevin for, we can now do at a lower cost. After discussion, Mayor Flanders motioned we charge an excavation fee of \$50 per hour, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed.

9. CORRESPONDENCE – City Recorder, City Clerk – No questions or comments on letters sent or Received

10. COMMISSION AND MAYOR'S REPORTS

10.1. Mayor's Report – Shari Flanders inquired about the Welcome to Detroit sign going east out of town. Recorder Pavoni reported Dave Shelton had been contacted to see if there was something he could do and we have not heard back from him yet. Councilor Sheppard stated they found a license plate and turned it in and

asked if we had called it in to the Sheriff, Christine stated that we did not because ODOT didn't believe the car caused that. Discussion followed

10.2. Police and Safety Commissioner's Report – Mark Messmer reported they have 89 people on the neighborhood watch list and still have a few more he is working on.

10.3. Street Commissioner's Report – Greg Sheppard reported he is waiting on a quote from Moyer Striping that this is our two year cycle to stripe. Discussion came up regarding the parking that a lot of people are going to be displaced that were parking on Clester and if some of the side streets should be striped. Greg put in signs on Patton where there is about 30 spaces, if parked illegal can be towed and issued a citation. Greg reported a lot of grading has been done on the streets with the new Kubota. Gravel was put down on Osprey and Clifford. Kudos from citizens Ken Woodward & Lyn Schultz for Rick Morgan for the good job he has done on the streets. There was discussion regarding questions from Lyn Schultz about the street budget maintenance and how fixing the streets were prioritized. It was explained street fund is not a revenue producing fund. Money left from snowplowing can be used towards maintenance. The TSP prioritizing street upgrades can be found on the city web site. Maintenance is done on worst streets first, and reported by Street Commission to council for approval. Christine to send Lyn copy of Street budget. Lyn was asked to be on the budget committee..

10.4. Water Commissioner's Report – Mayor Flanders read Bob Bruce's report for the month of February on water usage and consumption. Meters were read on Feb 27th and two high users were found totaling 98,000 gallons. Two major leaks were found in the distribution system, one was at the end of Kinney at the fire hydrant assembly. The new Kubota was used to fix it, saving the city about \$1,200. The second one was on the biggest main in the city on Clifford. When trying to do repairs a piece of the main split in half, flooding Clifford. It had to be shut off leaving part of town without water overnight. Emery & Sons were called to do the repairs and boil water notices were passed out to the customers affected. Water samples were taken and went to the lab. Water unaccounted for should go down.

10.5. Building Commissioner's Report – Sandy Franz reported there were two residential permits issued for February, one mechanical and one electrical.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported they would like to have the state grant submitted by the 20th for review before the April deadline. Daniel Lokic explained how he is approaching the grant, and why, what criteria is needed and how he plans to meet that criteria. They need council approval to move forward with the grant. Councilor Messmer motioned they move forward, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed. Councilor Messmer asked for city approval that they move forward with burning the piles at the school and have the Fire Department on stand-by. That it is an attractive hazard that could cause some real issues. After a lengthy discussion, it was decided to talk to the Fire Chief regarding obtaining a burn permit.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett not present

10.8. Planning Commission – Dean O'Donnell not present

10.9. Sewer Committee – Councilor Messmer reported that Dan said the property behind ODOT is Forest Service property and that he was going to have somebody from the County test the soil. Christine reported the comments from DEQ would be inserted in Rob's Feasibly Study which should be ready next week.

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

11. ADVISORY COMMITTEE REPORTS - Federal Lakes Recreation Committee for Detroit Lake
Next meeting Wednesday, April 15, 2015 at 6:30 PM – Location TBA

12. PUBLIC COMMENTS – None

13. ADJOURN – Councilor Messmer motioned to adjourn, motion was seconded, all in favor Ruyle, Franz, Flanders, Sheppard and Messmer, motion passed. Meeting adjourned at 8:03 PM.

Attest

Signed: _____
Sharyl Flanders, Mayor

Christine Pavoni, City Recorder

Transcribed by: Deborah Hastings, City Clerk