



**DETROIT CITY COUNCIL  
Regular Meeting Minutes  
Tuesday, May 12, 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 Commissioner, Sandy Franz Building Commissioner, Jack Campbell Water Commissioner, Shari Flanders Mayor, Jim Trett Emergency Services and Greg Sheppard Street Commissioner. Councilor Mark Messmer late; in at 6:45 PM

**Councilors absent** – None

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

**Citizens Present:** Bob Franz, Jack Krill, Lyn Schultz, Kevin Hills and Ronald DeMoss

**2. PLEDGE WAS RECITED**

**3. ANNOUNCEMENTS** – Mayor Flanders made the following meeting announcements: Wednesday, May 27, 2015: Budget Hearing at Detroit Meeting Hall 6:30 PM. Monday, June 1, 2015: Federal Lands Access Program (FLAP) Site Visit 10:30 AM. Saturday, June 13, 2015: City-Wide Cleanup 9:00 AM to 3:00 PM, and Sunday/Monday, June 14 & 15: Scenic Bikeway Promo filming. Christine reported PaintCare would like to come up for the day of the cleanup and do a paint collection. That we did not know originally that it was for the entire Santiam Valley. That because it is in conjunction with our citywide cleanup it may bring people up from Gates, Mill City and Lyons, and asked if that was alright with council; that it's not going to be advertised as the citywide cleanup just a paint drop off. Motion was made Councilor Trett to approve to allow PaintCare to have the drop-off site, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed.

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

**5. APPROVAL OF MINUTES OF THE LAST MONTH** – Motion was made by Councilor Franz to approve the meeting minutes of April 14, 2015, motion was seconded, all in favor; (5) Ruyle, Franz, Flanders, Campbell, and Sheppard, Abstain (1) Trett, motion passed. Councilor Trett motioned to approve the meeting minutes of Detroit City Council Special Session of April 29, 2015, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed.

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** – Councilor Trett moved the bills to be paid, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed.

**7. UNFINISHED BUSINESS**

**7.0. Clester Road Issues: Revocable License Agreement; Restricted Parking Zone** – Mayor Flanders reported there are a few property owner who have not responded to the revocable license agreement. After discussion, council agreed that if they don't want to sign the agreement they can move their fences back. Mayor Flanders motioned that a letter be sent to them stating if they don't sign the revocable agreement they have to move their fences back to their property line, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed.

**7.1. Rotating Meeting Schedule** – Jack Krill reported for the Fire Department. That they will have the trucks manned across the street during the Fishing Derby with applications, (inaudible). For their meeting tomorrow night, there will be discussion about resolving some pending issues with Gates and moving forward with our relationship-building with them. Hopefully they will be ready to advertise for a part time Chief position and part time EMT's to use the local option tax, which will be discussed tomorrow night. Councilor Franz reported that mostly the Fishing Derby was discussed at the last DLRABA meeting. She said she still had openings for anyone who would like to volunteer some time, no meeting on the 16<sup>th</sup> fishing derby weekend. Councilor Sheppard attended the Federal Lakes meeting and that they went down from releasing 1250 to a 1000 gallons of water but the Lake isn't as full as they thought it would be. Discussion followed.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – Nothing new to report still waiting to hear on the FLAP grant.

7.3. Resolution No. 543: Transient Occupancy Tax and Collection Fees – Mayor Flanders read Resolution 543 by title. A Resolution establishing Transient Occupancy Tax and Collection Fees and repealing resolution 453. Councilor Trett so moved to approve Resolution 543, motion was seconded. Councilor Ruyle brought up discussion regarding people that have set reservations that were paid in advance before the tax comes in to effect in July. Christine reported that any booking from July 1<sup>st</sup> on will have to pay the extra percent. All in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed.

7.4. ATV Ordinance No. 236: Snowmobile Ordinance No. 237 – Mayor Flanders asked with council permission, instead of her reading the whole thing, she would just like to read the parts that were changed, and by title. Mayor Flanders read the ATV Ordinance by title only. Motion to approve ordinance 236 made by Councilor Trett, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard and Trett, motion passed. (Councilor Mark Messmer in at 6:45 PM). Mayor Flanders read ordinance 237 by title and read the following changes; Number 6, penalties; and Section 5 (F). Councilor Trett motioned to approve ordinance 237 as read, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard, Messmer and Trett, motion passed

7.5. Quotes to Paint City Hall Exterior – Mayor Flanders stated this is for the record. Jim Trett, Greg Sheppard and Sandy Franz were not available but the rest voted yes.

7.6. TGM Quick Response Project – Mayor Flanders read an email from Bill Holmstrom regarding the TGM Quick Response Project, saying that they are happy to be able to support our request for the project and look forward to working with us on the development and execution of the project. Approval letter attached.

## **8. NEW BUSINESS**

8.1. Resolution No. 540, 541, 542 – Continuance of the following Reserve Funds: System Development Charge (SDC) for Streets, System Development Charge (SDC) for Water, and Parks & Recreation Reserve Fund – Mayor Flanders read Resolution 540, 541 and 542 by title only. Councilor Trett motioned to adopt Resolution 540, 541 and 542, motion was seconded. Councilor Franz voiced concerns she heard that our SDC fees are very high and that it has an effect on the selling of lots. Mayor Flanders stated we need to do an SDC study that we're looking for a grant to do it. Christine added that we need to add the park to it, and adjust the water because we've done part of the improvements already and Greg would like more for Streets. Greg stated we are about mid-level to the rest of the State. All in favor; (6) Ruyle, Campbell, Flanders, Sheppard, Trett and Messmer, Nay; (1) Franz, motion passed.

8.2. Road Maintenance to Silver Bullet Lift Station – There was discussion with Mr. DeMoss of 105 Forest Ave. E. regarding the road to the Silver Bullet Lift Station. The Mayor reported Rick Morgan had sprayed and killed the grass growing in the road and then used the box blade on the Kubota to loosen the gravel and felt the road did not need gravel. Mr. DeMoss disagreed, that Rick did a great job but the gravel is down in the dirt not on top of the dirt. That the city has used the road for nine years, which he gave us permission to do and because we had an agreement with the owner before. That when CPI went up there they tore up the driveway, which we fixed, but the trucks for three weeks to a month went up and down that road and pushed the gravel down into the ground. That he would like at least a layer of gravel put on at least 70-feet up. Deborah reported that she thought it was during the water project upgrade when CPI had to put in new lines for the control system. Mr. DeMoss stated that it probably won't sink in but it's probably going to be muddy and slippery and feels since we've used it for nine years, that he only goes up there about 2-weekends a month and for six or seven years the city's went up there twice a day. There was discussion about the city having some gravel up by the water plant that could be put down. Councilor Campbell stated we would have Kevin Hills bring the rock down from the water plant and then have Rick spread it. Mayor Flanders stated they are going to see how much money is in the budget under maintenance, but it is going to be an issue and they are going to have to look at what they want to do in the future.

8.3. Vacation Schedule – Mayor Flanders reported City Recorder Christine wants to go on vacation May 14<sup>th</sup> or 15<sup>th</sup> depending on the workload through May 22<sup>nd</sup>. Water Tech Bob Bruce wants the week of June 1<sup>st</sup> subject to change depending on flight arrangements, which Christine reported has changed back a week. In addition, Christine has minor surgery on Tuesday, June 23 and would be off the rest of that week if all goes as expected. Councilor Campbell motioned to approve, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard, Messmer and Trett, motion passed

8.4. Travel Salem Spread – There was discussion about the invoices received for the general page spread and the DLRABA advertiser page and the way this has been handled in the past. Mayor Flanders stated instead of it coming to city hall in the future it could just go to DLRABA then the city would make the \$2,000 contribution to DLRABA for the Travel Salem spread. Councilor Trett motioned this be turned it over to DLRABA and send

them a check every year for \$2,000, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard, Messmer and Trett, motion passed.

**9. CORRESPONDENCE** – City Recorder, City Clerk - **Letters Sent: 9.1.** Councilor Franz asked if there was a problem with Sandy Elwood regarding her signs. Recorder Pavoni responded that she thought we took down her signs because they were gone, at the corner of Meyer and Lake Street. That she informed her that Rick did not take the signs, but rather puts them up when he finds them down. **9.2. Letters received:** No comments or questions.

**10. COMMISSION AND MAYOR’S REPORTS**

10.1. Mayor’s Report – Shari Flanders, No report

10.2. Police and Safety Commissioner’s Report – Mark Messmer reported according to the Sheriff’s Department, the Neighborhood Watch Program is rolling into Nextdoor.com, which is a forum where you can communicate not only with each other in the community, but also is monitored by the Sheriff’s Department. So if you have any issues, suspicious characters etc. you can post to it and everybody would be aware of it. It’s nextdoor.com, that they already have 40-people signed up. That he had sent out a mailer through the list he had for the neighborhood watch and got a good response. To sign up you have to establish your residency that it is only for residents in town.

10.3. Street Commissioner’s Report – Greg Sheppard reported that Dave Moyer came up last week and started the striping. He informed council he would be going on vacation.

10.4. Water Commissioner’s Report – Jack Campbell read Bob Bruce’s report for the month of April on water usage and consumption. That water unaccounted for went down after finding the leak on Detroit Avenue. Both flow meters were recalibrated at the water plant and the distribution meter was off by 5-gallons a minute this should help with unaccounted water next month as long as we don’t get another leak somewhere, that it is only a matter of time until we do because we have so many old water mains that need replaced. Leaks cost money for chemicals and power that we need to start thinking about replacing. Jack stated that a lot of the leaks are just pinhole leaks up and down the lines, because the mains are wearing out. That there is really no way to identify them until they get to the surface, like the one at Detroit Lodge that finally surfaced and was almost a million gallons a month.

10.5. Building Commissioner’s Report – Sandy Franz reported two permits were issued in April, a septic and an electrical.

10.6. Parks & Rec Commissioner’s Report – Debby Ruyle reported cleanup is being worked on at the former grade school site. Jack (Campbell) and friends have worked on the cleanup the last two Saturday’s and were able to burn a pile of clean wood. Jack stated he plans on continuing the work party until the piles are manageable in size. Councilor Franz commented that Mark, Jack, Holly, Bob, Dean, Shari, Kevin have really worked hard to get that cleaned up. Discussion followed on what is left to do. Debby stated that Christine thinks we will still be under our \$6,000. On the Oregon Parks Grant, she Dan and Christine will meet on May 20<sup>th</sup> to start their presentation development and then present to that committee on June 4<sup>th</sup>.

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

10.8. Planning Commission – Kevin Hills submitted recommendation for Development Code changes. Significant Trees, they talked about having a check list like they do for building and to start charging a \$10 fee for tree removal, council agreed it should go to Streets. All councilors had read the memo from the planning commission on the changes. Councilor Campbell motioned to accept the recommended changes and to move forward in the process of making the changes in the Development Code, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard, Messmer and Trett, motion passed.

10.9. Sewer Committee – Kim Fowler

10.10. Charter Amendment Committee (May 2016 Election)

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

**12. PUBLIC COMMENTS** – None

**13. ADJOURN** - Councilor Trett motioned to adjourn, motion was seconded, all in favor; Ruyle, Franz, Flanders, Campbell, Sheppard, Messmer and Trett, motion passed. Adjourned at 7:15 PM.

Attest

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

\_\_\_\_\_  
Christine Pavoni, City Recorder