



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, June 9, 2015**

CALL TO ORDER: Mayor Flanders called the meeting to order at 6:36 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Council Present – Sandy Franz Building Commissioner, Jack Campbell Water Commissioner, Shari Flanders Mayor, Greg Sheppard Street Commissioner and Mark Messmer Police & Safety.

Councilors absent – Debby Ruyle and Jim Trett with notice

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

Citizens Present: Bob Franz and Kevin Hills

2. PLEDGE WAS RECITED

3. ANNOUNCEMENTS - Mayor Flanders made the following announcements: Friday, June 12, Regional Solutions Team Meeting, Detroit High School Building, 9:30 AM to Noon. Saturday, June 13, City-Wide Cleanup 9:00 AM to 3:00 PM. Sunday/Monday, June 14 & 15: Scenic Bikeway Promo filming. Next month's Council meeting will be on Saturday, July 11th at 10:00 AM. Confirmation was given on who would be attending the Regional Solutions Meeting. Mayor Flanders reported that she and Yvonne Messmer would be going up to the ribbon cutting ceremony that same afternoon for the Cascade Scenic Bikeway.

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

5. APPROVAL OF MINUTES OF THE LAST MONTH – Councilor Campbell motioned to approve the meeting minutes of May 12, 2015, motion was seconded, all in favor, Franz, Campbell, Flanders, Sheppard and Messmer, motion passed. Councilor Messmer motioned to approve the Budget Hearing minutes of May 27, 2015, 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 Campbell motioned to pay the bills, motion was seconded. Mayor Flanders asked if the web-site maintenance was made so city hall could do any updates. Christine stated that it should be but when she came up last time it didn't work and she hadn't been able to come back yet. Kevin Hills asked if we had heard from Dave Shelton about the welcome to Detroit sign, Deborah reported she talked to him today and that he is going to supply the boards and coordinate with Kevin to put it back up next week. 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 reported there are a few people who have not signed, that letters went out to them so we will see how that plays out.

7.1. Rotating Meeting Schedule – Councilor Franz reported DLRABA didn't have a meeting last month due to the Fishing Derby. That in spite of the media the Fishing Derby did very well, that they made \$11 more than last year. Mayor Flanders talked about who would be doing the Fire Department meeting report and it was determined that Jack Krill would probably do the report. The Mayor also reported that Councilor Trett was absent due to car trouble.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave.- Still waiting to hear on the FLAP grant.

7.3. Access to Silver Bullet Lift Station – Mayor Flanders reported our attorney is recommending that a public utility easement to have access to the Silver Bullet be put in place. Councilor Messmer motioned to start the easement process, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

7.4. Marion County Public Safety Council Appointment – Mayor Flanders read into the record that council gave Christine permission to respond to Marion County Commissioner Janet Carlson's email. Approval was four yes and three were not available to vote.

8. NEW BUSINESS

8.1. ODOT Flexible Service Maintenance Agreement Renewal – Mayor Flanders reported we need to renew this every year that the only change was in the terms of agreement it may be modified by mutual consent of

both parties and upon execution of amendments to this agreement stating said modifications. Councilor Franz motioned to sign the flexible service maintenance agreement with ODOT, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.2. COG Annual Contract Renewal - There was discussion about investigating other options for a planner, Councilor Messmer volunteered to contact Thorin Thacker (Mayor of Mill City) and see what they are doing. Motion was made by Mayor Flanders to sign the contract, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.3. Code Amendments: Grading Permit – Mayor Flanders read memo from Recorder Pavoni about adding language to establish grading permit requirements for improvements that do not require a land use decision to the Development Code. That the City has been made aware of grading activities on properties that do not currently require a land use decision process. Cutting into hillsides can be a dangerous activity and jeopardize neighboring properties and/or city streets; that the Development Code does not offer protection from such activities unless it is in conjunction with a land use decision project. Recommendation from City Engineer Rob Henry for council consideration was attached to the memo. Councilor Campbell motioned they establish the grading permit requirement, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.4. Letter to Council – John Engle – Mayor Flanders read a letter from Patton Road resident John Engle inquiring about community resources to help folks that may have health issue that prevent them from keeping up on their properties. Discussion followed in how people could let the city know if they need help. Mayor Flanders suggested that maybe the church youth group could get involved in helping the sick or elderly with their properties, she volunteered to contact Maryann Hills to see if this would be something young life would be interested in. She added that they (council) would work on trying to see if they could do something with that. Staff to respond to the letter and let him know that council is working on it and ask if he would be interested in being one of the volunteers.

8.5. Pre-audit meeting June 18, 2015 – Boldt, Carlisle & Smith – Mayor Flanders stated that Christine is requesting permission to attend the annual pre-audit meeting on June 18, the conference is free but she is asking to be reimbursed for gas mileage as per Personnel Manual rules. Motion was made by Councilor Messmer to allow this, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.6. Resolution No.547: Repealing Res. 538 Miscellaneous City Fees – Mayor Flanders reported that council had approved charging a \$10 fee for a tree removal permit. She read resolution 547 by title. Motion was made by Councilor Campbell to accept Resolution 547, motion was seconded. Councilor Franz asked if the \$10 permit fee was for each tree requested to be removed or a \$10 fee for the permit. Christine responded it is per permit which could include more than one tree. All in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.7. Resolution No. 544: A Resolution certifying municipal services provided by the City of Detroit under Oregon revised statute – 8.8. Resolution No. 545: A Resolution declaring the City's election to receive state revenues, 8.9. Resolution No. 546: A Resolution adopting the budget, making appropriations, imposing the tax and categorizing the tax for fiscal year 2015-2016 - Mayor Flanders read the resolutions by title and stated Resolutions 544 and 545 are necessary to receive state shared revenues and Resolution 546 adopts the budget for fiscal year 2015-2016. She asked for a motion to accept all three resolutions, motion was made by Councilor Sheppard, and seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.10. Certified Results of the May 19, 2015 Special District Election – Mayor Flanders stated they need to make a motion to accept the certified result of the May 19 Special District Election that the option tax was defeated, 28 yes to 71 no. Councilor Campbell motioned they accept the certified results, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

8.11. Outdoor Mass Gathering Permit: Fireworks over the Lake – Councilor Campbell motion to accept the Mass Gathering permit and waive the fee, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

9. CORRESPONDENCE – City Recorder, City Clerk – There were no questions or comments on letters sent or received.

10. COMMISSION AND MAYOR'S REPORTS

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

10.2. Police and Safety Commissioner's Report – Mark Messmer reported on an attempted break in at his place on Saturday and some vandalism at the school. A property on Butte also had an attempted break in on Saturday. Bob Franz reported they left concrete blocks on the Fishing Derby stage and they were all broken

up. Mayor Flanders reported the kids were reported to the police. Mark said if you're not on next door.com to get on there because this is the best way to communicate on these events and you can also contact the Sheriff through there. That it is a great extension for the Neighborhood Watch, that they up to about 50 members now. Discussion followed.

10.3. Street Commissioner's Report – Greg Sheppard reported Moyer's is still in the process of striping, hopefully it would be done in the next week or so. Mayor Flanders stated that both the bills added up to more than \$5,000 and should have went out to bid. That even though they may be the cheapest but as a city government we should be putting that out for bid. Greg responded that it was two projects, they cut the city in half that the most expensive part is on the west side. The Mayor also added that she felt that it should be a council decision about what the priorities are for the streets. Greg pointed out that we don't go out for bid for the snowplowing and it's for \$7,000 and has went up to \$28,000. Discussion followed. Councilor Campbell stated it is more about perception that we probably should have sent it out for bid. Mayor Flanders suggested that maybe in the future street maintenance could do the striping. Greg explained why we wouldn't want to do that. Next time it will go out to bid if over \$5,000.

10.4. Water Commissioner's Report – Jack Campbell read Bob Bruce's report for the month of April on water usage and consumption. Meters were read on June 1st no major leaks were found. Water unaccounted for was all on the ODOT line. This leak is about 9 gallons a minute, not big enough to surface yet. Bad news is one of the pressure reducing valves in the distribution system needs to be rebuilt. While he was gone on vacation pressures in the downtown area increased to 110 psi and as luck would have it, testing was done on 3 hydrants and a new leak was created somewhere. Jack said because they (Fire Department) shut the water off to quickly causing water pounding and created a new leak. That Bob won't be able to find it until it surfaces.

10.5. Building Commissioner's Report – Sandy Franz reported building permits issued for May was one residential structural permit and one residential mechanical permit.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle absent. Mayor Flanders reported we received our first check for the scrap metal for \$1043.13 and she thanked Kevin Hills for an awesome job. More checks to come. She also reported we didn't get the Oregon Parks and Rec grant, should hear about FLAP grant in September. Discussion followed regarding idea's on the next steps for the former grade school property.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett absent

10.8. Planning Commission – Kevin Hills recommendation from PC to have letter sent to owner of 345, 350, 360 Butte N. to offer Street Vacation of 30 feet owner pay all costs or offer revocable license agreement. Discussion followed regarding the required turn around area for emergency vehicles, back to PC to maybe get with temporary Fire Chief Jack Krill and look at it again on how much room is needed. Christine stated it is dictated by our TSP and should be reviewed by city engineer before any decision are made.

10.9. Sewer Committee – Kim Fowler, absent, no update.

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 will be on Wednesday, July 15th at 6:30 PM – Location TBA

12. PUBLIC COMMENTS – Kevin Hills talked about giving an appreciation/thank you plaque to the big Corporations who have donated time and equipment at the school property, after work is done. Council agreed something be put in at the park when it's done and send a separate one to each company. Also a tax donation letter to be given. Bob Franz has revised volunteer labor sheets. Sheppard, burn season ends June 15, should get pile at school burned. Kevin will fill dumpsters after cleanup with some of it and see what is left.

13. CLOSE REGULAR MEETING – Mayor Flanders announced the close of the regular session to go into Executive Session to discuss city maintenance position pursuant to ORS 192.660(2) (b), which is closed to the public. Closed at 7:30 PM

14. OPEN REGULAR MEETING – Mayor Flanders opened the regular meeting at 7:41 PM.

15. DECISION - Councilor Campbell motion to accept option A, motion was seconded all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

16. ADJOURN – Mayor Flanders motioned to adjourn at 7:41 PM, motion was seconded, all in favor; Franz, Campbell, Flanders, Sheppard and Messmer, motion passed.

Attest

Signed: _____
Sharyl Flanders, Mayor

Christine Pavoni, City Recorder