



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, November 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. PLEDGE WAS RECITED

2. ROLL CALL – Council Present - Debby Ruyle Parks & Rec, Sandy Franz Building Commissioner, Shari Flanders Mayor, Greg Sheppard Street Commissioner (late), Jim Trett Emergency Preparedness, Mark Messmer Police & Public Safety. **Councilors Absent** – Jack Campbell with notice. **Staff Present:** Christine Pavoni City Recorder, Deborah Hastings, City Clerk, and Bob Bruce Water Tech **Citizens Present:** Bob Franz, Jack Krill, Brandy Belcourt, and Dean O'Donnell

3. ANNOUNCEMENTS – Mayor Flanders stated that Deborah would like permission to destroy more files, all water customer history reports, reports kept electronically, water bill stubs up thru 2011 it is a three year retention schedule and utility bill records thru 2011 with a retention schedule of three years. Councilor Franz motioned to approve, motion was seconded all in favor; Ruyle, Franz, Flanders, Trett Messmer, motion passed. Greg Sheppard arrived. Mayor Flanders read email from Ken Woodward for his sewer committee report to council that there is no news, that there has not been any communication between sewer committee members about the facility plan grant. The Mayor also announced that the public hearing continuation on the Comp Plan & Development Code Amendments would be on December 8, 2015 at 6:30 PM. Ronald DeMoss was on the agenda to speak, he was not present. Mayor Flanders called on Bob Bruce Water Tech to talk about the annual hydrant flushing and RFPD hydrant testing challenges. Bob reported his concerns to Jack Krill Assistant Fire Chief, regarding potential collateral damage that could be caused from hydrant testing when opening hydrants all the way. That this came up because while doing the hydrant flushing, which he does in the spring and in the fall, some damage was caused on a property from the water runoff. He explained that he used to blow the water the other way but it would run off onto another person's property and pool in front of the garage. So this time he blew it the other way. Because of the slope and no ditch on that side of the road, it caused the damage. Christine explained that this segment is to inform the council of the problem to help find a solution for the future and that it involves the Fire Department for when they do their fire hydrant testing. Assistant Chief Krill reported that he and Chief Rash met with the ISO yesterday and the rating they give us affects everyone's property insurance. That 40% of that rating is with the city's water system, such as the records the city keeps and the hydrant testing is also part of that. He explained that the Fire Department is doing all they can to save that rating because it could drastically hurt the economy of this community. That if they came right now everyone's insurance would double. Next fall would be the soonest they would come, so it's important that they all work together to make sure all the hydrant and inspection records that Bob keeps is up to speed. He said that Chief Rash wanted him to offer the council and the community an ISO workshop, that would be about an hour long, so that everyone understands what they need to do and how this would affect the community if we don't do the 40% needed for the water system grading part of it and how important it is. Councilor Franz commented that it would be good to have someone from the sewer committee there to let people know how important a sewer system is. Jack gave council the choice of when they would like to have the workshop, it was decided to have the workshop an hour before the January meeting. Jack stated that there are different ways to hook to hydrants. There are devices you can hook up to a trailer hitch, that we may have to invest some money in what's called a hose monster that can hook up to a trailer hitch, run the hose and park the truck 50 or 100 feet away to a spot where the water flows out. Bob commented that he was under the understanding that the testing had to be done right at the hydrant that you couldn't run it through a hose. Jack responded that they have formulas they can use to account for the hose friction loss. Bob said that would help. Jack said even his (Bob's) diffusor they could run a hose and hook it on the end of it and mount that on a trailer, Bob said that would work because they can run the hose just about anywhere and not down the streets. Bob stated that he hadn't really done inspections or an inspections list. That he flushes and blows out the mains because of water that may sit in the lines and it exercises the hydrants.

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

5. APPROVAL OF MINUTES OF THE LAST MONTH – Mayor Flanders stated she needed a motion to approve the minutes. That the statement that Council President Trett opened the meeting, was corrected to say that the Mayor Flanders opened the meeting and to add her to Councilor's Present. Councilor Trett moved to approve the corrected minutes of the Detroit City Council Regular Meeting of October 13, 2015, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard, Trett and Messmer, motion passed.

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

7. UNFINISHED BUSINESS

7.0. Updates on Marijuana Laws – Mayor Flanders asked Recorder Pavoni if the development code changes were going to be done with the other changes, Christine replied that would come later. The Mayor said this would stay on the agenda until it's done.

7.1. Rotating Meeting Schedule – Councilor Franz reported DLRABA had a meeting on September 17th, and they have a secretarial position now, marketing and graphic design, so they would have good communication with everyone again. She also reported that the Detroit Lake Foundation announced their board members, Dean O'Donnell, Kevin Cameron, Sandi Elwood, Eric Page, Tony Helbling, Shari Flanders and Mark Messmer. She asked Dean O'Donnell to report on who the officers were. He said Mark's the Chairperson, Kevin Cameron President, Marshall the Vice President, Sandi Emery is the Secretary and Eric Page is the Treasurer. He said that their meeting would be in January the same day as the DLRABA meeting. Sandy read off the 2016 dates for the events. Fishing Derby May 13, 14, 15, Fireworks over the Lake July 2nd, Wakeboard competition July 9, 10, Detroit Street Festival July 16 & 17, Detroit Lake Waterski Show August 6&7, Cruz In September 17 and the Mud Run October 8th. The mud run raised \$2,000 for DLRABA. DLRABA is now only going to have quarterly meetings so their next meeting schedule is, January 16th, April 16, July 16th and October 15th. The Detroit Lake Foundation meetings will be on the same days at 11 AM. Dean O'Donnell attended the Federal Lakes meeting and reported that the Corps basically said they were going to do what they were going to do, number one is flood control and everything else is secondary, regardless of what the snow pack is, regardless of what the weather pattern is, they will follow the curve or below the curve. That it was admitted that in years like we had, the curve they have for Detroit Lake doesn't work but they have no alternative plan. The Mayor stated there were other states that kicked the Army Corps out for managing their water count if we could do that, and Dean said he heard California and Washington did, that you'd have to write a letter to our representatives. Jack Krill reported that the Fire Department's next meeting is on the 17th at 6:00 PM.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – Mayor Flanders reported that Christine let Rob Henry know that it's a go because it didn't meet the project match for the FLAP grant and he anticipates it should be done by this next spring.

7.3. Access to Silver Bullet Lift Station – See 3.2 – Mayor Flanders stated that he didn't show up so this will stay on the agenda until next month. Christine said she would let the attorney know. That DeMoss says he doesn't have a problem with signing but wants to speak his peace. A brief discussion continued.

7.4. Turnaround Issue 345-360 Butte N – Mayor Flanders reported that the Planning Commission will be meeting with the owner in January that his would stay on the agenda.

7.5. Detroit Development Code Amendments – Mayor Flanders reported that rather than adopting ordinance 239, an ordinance amending the development code, council asked staff to find out from the city planner if we could include a variance provision for the lot size requirement, which we can, so they are going to have a public hearing on December 8 during the regular city council meeting. This will stay on the agenda until then.

7.6. MOU for Facility Use – Idanha-Detroit RFPD & MC Sheriff's Office – Mayor Flanders reported the first draft was submitted to the Chief, which he is reviewing, then they will fine tune it, this will stay on the agenda. She stated to Jack Krill Assistant Fire Chief that the city was asked if they could come up with a \$1,000 split for a grant match, that the city can use \$661 in a risk management incentive pool at CIS that has to be used prior to May 2016. That the invoice has to be made out to the RFPD and the City and the City must pay its portion to the vendor directly. In addition, the grant application must contain certain buzz words or phrases such as, the door would provide insulation to prevent mold and damage to building, equipment and content. Prevent hazard such as preventing the door from falling down on equipment or member of the public and Prevent vandalism, then we can use that \$661 towards it. She gave Jack a copy of the list.

7.7. Intergovernmental Agreement – Quick Response Grant H.S. Repurposing Feasibility – Councilor Messmer reported they had their first meeting and will continue to have meetings. That they are supplying them the blue prints of the school, facilitating everything. That they hope to deliver a word on the school prior to the end of this year.

7.8. Senate Bill 32 – work group forming to study expansion of natural gas to underserved communities – Mayor Flanders read a memo from Recorder Pavoni reminding them of an email she sent out on October 15th asking if Detroit is interested to get natural gas and if she should put the city on the service list, everyone that replied responded with a yes. Additional information was attached to the memo.

8. NEW BUSINESS

8.1. Dangerous Structure 140 Deer Street – Mayor Flanders reported that in response to a complaint received regarding the condition of the dwelling at 140 Deer Street, that the building was unsafe after it had caught fire in July of this year and nothing had been done, Marion County Building Inspectors came up and they have the report. Council is asked to set a public hearing date if council decides to declare this a dangerous structure. Once the hearing date is set it needs to be posted for 10 days in three public places and on the property. After discussion, Mayor Flanders motioned that the owner is contacted and give him a deadline to tell us what's going on with the dwelling, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard, Trett and Messmer, motion passed.

8.2. Snow Removal Agreement 2015/16 – Councilor Ruyle questioned the last page of the agreement that removal of snow from city streets shall be at the discretion of Kevin Hills or at the request of the City. Councilor Sheppard stated that we usually don't plow until there is six inches and start with the steepest streets first. That Kevin usually calls him or the city before he plows. Councilor Trett moved to accept the snow removal contract with Kevin Hills Backhoe Service, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard, Trett and Messmer, motion passed.

8.3. Thanksgiving Closure – Mayor Flanders stated that city employees are requesting permission to take the day after Thanksgiving off for their floating holiday and asked for a motion for that, Councilor Franz so moved, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard, Trett 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 nothing to report.

10.2. Police and Safety Commissioner's Report – Mark Messmer reported the only thing that came to his attention was the vandalism at Pages property over on Clester, broken windows.

10.3. Street Commissioner's Report – Greg Sheppard reported we were denied the SCA grant for Detroit Road South. That he is thinking about trying for Deer Street next year. That those are about his best two candidates left for that grant, because dead end streets just don't get points and unfortunately most of our dead end streets are gravel. That there is a lot of competition out there. Recorder Pavoni asked if he could fill us in on the sunken grade project being a permanent fix. Greg explained how they planned to fix it and that this company out of Colorado has had a lot of success in this type of work, so they are keeping their fingers crossed. Dean O'Donnell commented that he recently heard of another city implementing a gas tax. Mayor Flanders stated that we had looked into that maybe two years ago and there was a moratorium that we couldn't. That this is something we can look into.

10.4. Water Commissioner's Report – Mayor Flanders read Jack's report that was prepared by Bob Bruce's report on water use and consumption for the month of October. Meters were read on October 30 no major leaks were found. Water unaccounted for is up this month in part because of the leak found on Clifford Avenue that was repaired, 520,000 gallons is added to total water unaccounted for. That it his recommendation that the city raise the base rate fees on services to get some of the funding necessary for working on the distribution system before the losses get out of hand. We are at 50% losses now, state standards are less than 20%. On the bright side Mackey flow is returning and should help with poser cost to the water department. Christine added that he did have another big leak but that was on a raw water line. That he basically walked the entire line from Silver Bullet towards the water plant and found it at the end of Clifford. Kevin had to come in and dig it up and there was a big hole in the pipe and nobody knows how it happened. He has it under control for now. Mayor Flanders stated that maybe they need to put it on the agenda about rising the base rate and Christine said that's done during the budget but they can start talking about it now.

10.5. Building Commissioner's Report – Sandy Franz reported there was one building permit issued for the month of October a commercial structural permit on the cell tower. There was a final inspection for a residential mechanical permit. Discussion regarding remodeling projects being done on Santiam Avenue.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle commented how grateful she was for Dani Pavoni who worked on this, and reported that we are getting funded for the FLAP grant they have been waiting for. There will be a meeting on December 7th with the Forest Service to try and figure out exactly what that does for us, but we were priority one. We are getting an awesome kiosk with high tech information panels, the parking, flush bathrooms, a drinking fountain, some bike things, we asked for some benches to put in the gazebo. That they didn't fund everything the Forest Service asked for at the Detroit Flats, that she doesn't know how that will impact us. But they are still doing existing and new parking areas, interior road including spaces for RV parking, widen shoulder for the multi-use path and construct an ADA accessible path to the visitor portal at the park on Patton Road. The total is like two million dollars. Mayor Flanders added that the Forest Service was also working on other grants to kind of supplement what they would get. Debby stated that we will be getting more information that a guy named Neil is supposed to be in touch with us within the next 60-days. She also reported that she did get information from four different towns that applied for the State Park grant and got funded. That they have been sending her emails, so that when we are looking at next year's we can kind of see some of the verbiage they used. She asked about the tractor at the school, if they were going to do something and Councilor Messmer responded that Kevin said they (Sigmund's) is going to come in with a break bar and break all

the concrete down to nothing larger than 18 inches, turn it into the hole and level it. Debby also reported we can't use the light for the match but they do believe we can use the property, so she felt we would be ok match wise. Debby stated that someone asked if we were going to do an active park committee that they would like to serve on if we did. She asked council if they thought this would be a good idea. That one of the other dings we got from Oregon State is we didn't have a lot of community involvement. Discussion followed about them deciding what they would want the park committee to be like, how many people, how many citizens. Mayor Flanders said at the next meeting for Debby to come back with what she would like for a committee. Councilor Franz added that maybe she would find something out when she goes to the meeting in December. Councilor Messmer suggested that she draw up her wish list for what she needs to accomplish and then recruit people with the skill sets that you need, to go out and ask them, that way you get people who can bring stuff to the table. Mayor Flanders said maybe they would want to branch out like doing fundraising, playground equipment, things for the future the different aspects of it. This to be put on next month's agenda to discuss.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett nothing to report

10.8. Planning Commission – Reported under unfinished business

10.9. Sewer Committee –

10.10. Charter Amendment Committee for May 2016 Election Referral to be presented to Council at the January 2016 CC mtg. Members: Jack Campbell, Greg Sheppard, Dean O'Donnell, Kevin Hills, Vickie Larson and Bob Franz.

11. ADVISORY COMMITTEE REPORTS - Federal Lakes Recreation Committee for Detroit Lake Next Meeting (if held) Wednesday, Jan 20, 2016 at 6:30 PM – Gates Fire Hall

➤ Sewer - Recorder Pavoni stated because council is thinking about doing the facility plan which is about 60-80 thousand dollars to do, that she talked to Rob Henry city engineer and he thought that if we get some sort of a grant that would cover it, we probably should go ahead even though the facility plan kind of requires that you tie up the land. So we need to look at that, at that point, not right from the get go. That he thought it doesn't sound like we are that committed at this point. So if we don't find the money without having to put a lot into it because we're talking about a 10 to 20 percent match, which is going to be quite a lot of money. That council is supposed to decide if they want to move forward or not. That Sandy made a point about involving people and having workshops of getting people aboard; she asked what the solution was. Discussion followed in regards to the expense and not having a place to put a sewer/septic system for what the facility plan is about. Recorder Pavoni pointed out that this is a long process even if we get the facility plan, that like Rob said, we are basically land locked and we're going to have to most likely work through the Forest Service to get land and even then it would take at least seven years before the process even starts if we got the facility plan, that they are really looking at a long range project. So it's where do we start, maybe the first is to start looking for money, that we do need an active sewer committee. Dean O'Donnell (sewer committee member) asked if Christine would set up a Sewer Committee meeting for him, Ken and Kevin to sit down and talk about this.

12. PUBLIC COMMENTS – None

13. ADJOURN – Councilor Trett motioned to adjourn, motion was seconded, all in favor; Ruyle, Franz, Flanders, Sheppard, Trett and Messmer, motion passed. Meeting adjourned at 7:33 PM.

Signed:

Attest:

Sharyl Flanders, Mayor

Christine Pavoni, City Recorder

Transcribed by: Deborah Hastings