



**DETROIT CITY COUNCIL  
Regular Meeting Minutes  
Tuesday, March 8, 2016**

**CALL TO ORDER:** Councilor Campbell 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, Sandy Franz Building Commissioner, Jack Campbell Water Commissioner, Greg Sheppard Street Commissioner, Jim Trett Council President (in at 6:45 PM to preside over meeting),. **Councilors Absent** – Mayor Shari Flanders and Mark Messmer with notice **Staff Present:** Christine Pavoni City Recorder, Deborah Hastings, City Clerk **Citizens Present:** John Manthe, Bob Franz, Jack Krill, Lyn Schultz, Stephen Galbraith, Steasia Findley, Jamie Dobrowolski, Dean & Linda O'Donnell and Kevin Hills

**2. PLEDGE WAS RECITED**

**3. ANNOUNCEMENTS** – Councilor Campbell reported the Distressed Communities Meeting & Marion County “State Of The County” Address would be on Thursday, April 21, 2016 at 6-P.M at Gates Fire Hall. He also reported that the Oregon Ethics Commission SEI annual reporting has to be on line starting this year. Recorder Pavoni reported that she has to setup the database and let them know when it's done, that you must report by April 15<sup>th</sup>, which also goes for the Planning Commission.

> **Request to speak** from Steasia Findley and Jamie Dobrowolski of Project LTD, Graphic Design & Marketing Studio to present a conceptual idea to increase traffic through the Santiam Pass. The concept hinges on the development of an app that houses information including, but not limited to, recreational activities, Detroit Rocks promotion, lodging, local businesses, etc. Steasia and Jamie went through the proposal, council felt it was a great idea. Discussion followed regarding the TOT grant which is for \$12,500. Recorder Pavoni informed them of grant matches we may need the money for. After further discussion it was decided that the application be sent to Dean O'Donnell to apply for the grant through DLRABA for the next application date of May 15, 2016.

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

**5. APPROVAL OF MINUTES OF THE LAST MONTH** – Council President Trett asked for a motion to approve the Detroit City Council Regular Meeting minutes of February 9, 2016. Councilor Campbell so moved, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed.

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** – Councilor Campbell motioned to pay the bills, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed. No bills in conflict.

**7. UNFINISHED BUSINESS**

**7.0. Updates on Marijuana Laws** – Councilor Campbell stated that we need to move forward on this, that we could make the industrial zone available which we don't have at this time but if someone wanted to they could do a zone change and a conditional use permit for some of the permitted marijuana activities. Council agreed for Christine to have Joey, our planner, put together a plan for the next meeting. Councilor Campbell made the motion, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed.

**7.1. Rotating Meeting Schedule** – Assistant Fire Chief Krill reported they have made post cards and are going to be doing a door-to-door campaign for volunteers. That they have a new web site, and a big item to be discussed at the Board meeting Thursday night is the Emergency Medical Response options, associated costs and challenges. Councilor Franz reported DLRABA didn't have a meeting last month but that they are looking for donations and help for the Fishing Derby in May.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – Recorder Pavoni reported she received the plans for the crosswalk, which can be viewed on the back table if anyone wanted to look at them. The plans were sent to ODOT for approval last week. ODOT requires an approximately 3-week review period. The city engineer plans to be done with the project before the beginning of the season.

7.3. Turnaround Issue 345-360 Butte N – The city engineer is still working with the property owner on a solution. Councilor Sheppard commented that the streetlight issue at the top of Butte N. also needs to be addressed at the same time, that it is a safety issue. Christine stated that she is working on contacting the supervisor.

7.4. Quick Response Grant H.S. Repurposing Feasibility Update – Dean O'Donnell reported they plan to break this up into phases to help make it doable.

7.5. Charter Amendments – Recorder Pavoni reported the ballot measure had been submitted to the County for the May election.

7.6. Gas Tax – Recorder Pavoni informed council that the gas tax is done in cents rather than percentage. That at a 3-cent tax per gallons would generate about \$7,000 a year. There was discussion about putting together a committee to work on the details of charging the tax. Councilor Trett said he would get together with Shari and try to put a committee together to work on it and shoot for having it on ballot in 2017. It was suggested to also see if Paul O'Donnell and Dean would work on the committee.

7.7. Suggested Fireworks Regulations – Council discussed a ban, restrictions and enforcement they wanted added to the nuisance ordinance. \$500 fine per incident per day. Double fine for repeat offenders. Still include state law. Allow from June 23 through July 4<sup>th</sup> and New Year's Eve and New Year's Day. Fireworks may be restricted due to extreme weather conditions. Exemption for approved permitted fireworks show. Staff to bring to the next meeting.

7.8. 140 Deer Street Dangerous Structure Follow-Up – Property was inspected and cleanup is being done on the structure inside and out. Property owner will know more after cleanup.

7.9. Suggested Fuel Reduction Timber Sale – Councilor Campbell motioned to approve the letter to Grady McMahan, District Ranger for Detroit, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed. After discussion with Steve Galbraith suggestion, council instructed staff to also write a letter to the State Forestry to Kevin Gehrig, Forester.

7.10. Travel Oregon Tourism Studio – Recorder Pavoni asked if anyone could make it to any of the workshops, Councilor Trett said that he would attend and Dean O'Donnell plans to attend.

7.11. Park Cleanup Update – Kevin Hills reported that he dropped off a trailer at the school for the metal that's been there for about two weeks and that he would be picking that up next week to take it in. Regarding the concrete he said ODOT said they couldn't use it so he contacted Knife River that would take it free when they have trucks up this way. But Kevin said he talked to Siegmund about bringing up equipment to fill in the hole and he doesn't know how much of it we are going to need at this point.

## **8. NEW BUSINESS**

8.1. Child Abuse Prevention Month Proclamation – Councilor Campbell motioned to proclaim April as Child Abuse Prevention Month, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed.

8.2. Resolution No. 550 – Authorizing the City to apply for a local government grant from the Oregon Parks and Recreation Department – Council President Trett read resolution 550 by title, Councilor Franz motioned to adopt the resolution motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed.

8.3. ITT Service- Recorder Pavoni had explained in a memo to council about having been struggling with her email system for months. After our computer guy from Salem couldn't take care of the email issue, she turned to our email provider WVI, which is now associated with SCTC. They provide a service call MyITPRO. It cost \$30 per month to keep the pc's safe and in working order at all times (remotely monitored). That they are currently working on a system to provide off site backup, which will be an extra fee. She asked for permission to get this service that a \$1000 is budgeted every year for office machines/repairs and the fee would come out of that money. Councilor agreed it sounded

like a good service, Councilor Campbell motioned to approve, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed.

**9. CORRESPONDENCE** – City Recorder, City Clerk – Question was asked by Councilor Franz regarding 9.2.9 in letters received from Danielle Gonzales from Marion County Community Services regarding TIGER Grants, asking for ideas. Recorder Pavoni responded that she had forwarded the email to council and planning commission and didn't hear anything back, that she did put some ideas out there.

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

10.1. Mayor's Report – Shari Flanders absent

10.2. Police and Safety Commissioner's Report – Mark Messmer absent

10.3. Street Commissioner's Report – Greg Sheppard reported he received a quote to crack seal Detroit Ave. S, Forest and D Street and it was too expensive, over \$5,000. That he is waiting for one more quote, and that he would also be looking at other options.

10.4. Water Commissioner's Report – Jack Campbell read the water report prepared by Water Tech Bob Bruce on water use and consumption for February. Meters were read on February 29<sup>th</sup>, one leak was found on the customers side, 42,000 gallons, he checked the meter and it wasn't turning. One of the chlorine pumps failed and a new one was brought and installed for redundancy. The hydrant profiles have been started and the hydrants have been power washed so they can be repainted in the spring. Councilor Campbell informed council that the report from the engineer came in regarding the water system improvement project on the distribution system. That thirteen projects have been identified as high priority with a total cost of \$3,260,800. He explained that they would pick the five highest of those to drop that figure down to a million, which would raise the rates around \$8-\$12 dollars a month. Discussion followed regarding the how bad a state the distribution system is in and the water loss.

10.5. Building Commissioner's Report – Sandy Franz reported for the month of February, there was one residential electrical permit issued and the same permit finalized.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported she had completed the narrative for the Oregon Parks Grant and is almost ready to submit.

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

10.8. Planning Commission – Kevin Hills reported they are continuing to work on a couple of things, big thing last meeting was for the Lakeview RV Park and going over their conditions of approval for their conditional use permit.

10.9. Sewer Committee – Kim Fowler, Ken Woodward – Council President Trett read email from Ken Woodward asking permission from council to add a link to the city's website that would have information on the sewer project, from the beginning to where the project stands today, and include the 2003 Detroit Idanha DEQ survey. Council agreed this was a good idea.

**11. ADVISORY COMMITTEE REPORTS** - Federal Lakes Recreation Committee for Detroit Lake's Next Meeting, Wednesday, April 20<sup>th</sup> at 6:30 PM – Gates Fire Hall

**12. PUBLIC COMMENTS** – None

**13. ADJOURN** – Councilor Campbell motioned to adjourn, motion was seconded all in favor; Ruyle, Franz, Campbell, Trett and Sheppard, motion passed. Adjourned at 8:23 PM.

Signed:

Attest:

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James Trett, Council President

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Christine Pavoni, City Recorder