



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, October 11, 2016**

CALL TO ORDER: Acting Mayor Jim Trett 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 & Rec, Sandy Franz Building Commissioner, Jack Campbell Water Commissioner, Jim Trett Acting Mayor & Emergency Preparedness, Greg Sheppard Street Commissioner (in at 6:40), John Manthe Commissioner at Large and Mark Messmer Police & Safety.

Councilors Absent – None **Staff Present:** Christine Pavoni City Recorder & Deborah Hastings City Clerk.

Citizens Present: Steven Galbraith, Ken Woodward, Andrea Martinez, Bob Franz, Jack Krill, Eric Page and Dean O'Donnell, one name not legible.

2. PLEDGE WAS RECITED

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

4. ANNOUNCEMENTS – Acting Mayor Trett announced the Federal Lakes meeting of October 19th has been canceled; by waiting until January 18, 2017 they should be able to get a lot better outlook for next summer. He also announced the next council meeting on November 8th will contain a public hearing for a zone change for 430 Santiam Avenue. Jim reported we just found out our roof is leaking in the city office and we need a roofer. Eric Page stated that he knew someone and would let us know.

5. APPROVAL OF MINUTES OF THE LAST MONTH

5.1. Planning Commission Regular Meeting and Joint Public Hearing City Council Special Session of July 26, 2016 – Motion was made by Councilor Manthe to approve the minutes, motion was seconded all in favor; (3) Campbell, Trett and Manthe, abstain; **(3)** Ruyle, Franz and Messmer. Motion did not pass. Motion to be retaken when Councilor Sheppard arrives. **5.2. Detroit City Council Regular Meeting of August 13, 2016** – Councilor Campbell motioned to approve the Saturday August 13 minutes, motion was seconded, all in favor; (6) Ruyle, Franz, Campbell, Trett, Manthe and Messmer, motion passed. **5.3. Detroit City Council Regular Meeting of September 13, 2016** – Councilor Messmer motioned to approve the September minutes, motion was seconded, all in favor; (4) Franz, Trett, Manthe and Messmer, abstain (2) Ruyle and Campbell, motion passed.

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

7. UNFINISHED BUSINESS

7.1. Rotating Meeting Schedule – Councilor Franz reported the DLRABA meeting had been rescheduled for October 22nd instead of the 15th. The Cruz in and Mud Run were good that the Mud Run had 175 runners and that Detroit Rocks is doing great. Fire Board, Assistant Chief Jack Krill stated at the last meeting he forgot to mention that Rick (Morgan) also helped them on the interview panel. He introduced Andrea Martinez, one of the four that were hired from the grant; that she is a paramedic; that two are paramedics and two are EMT's. Big topic at their Fire Board meeting tomorrow night, they think they have the ambulance sold.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – *(Councilor Sheppard in at 6:40 PM)* (memo talked about work order changes on the project and increased charges) Acting Mayor Trett asked Recorder Pavoni to give the update. Christine reported that the memo was talking about the latest update (ODOT amending the grant agreement) to \$105,000 which was already not enough and two hours ago we got the new one and they (ODOT) brought it up to \$115,000. Discussion followed. Acting Mayor Trett stated because of the cost increase they do have a new resolution. He read resolution 560 by title. Councilor Messmer motioned to accept resolution 560, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett, Sheppard, Manthe and Messmer, motion passed.

• Acting Mayor Trett went back to the August 26th Special Session Minutes. Councilor Campbell motioned to Approve the minutes, motion was seconded, all in favor (4) Campbell, Trett, Sheppard and Manthe, abstain (3) Ruyle, Franz and Messmer, motion passed.

7.3. Turnaround Issue 345-360 Butte N. – Steve Galbreith reported that the no parking signs are working. Recorder Pavoni added the owner was to give renters a map showing the designated parking. Councilor Sheppard asked where we were at with the street light on Butte North. City Clerk Hastings stated she needed to touch base with him, that he came up and put in stakes for a work order. Steve Galbreith reported on a conversation he had with a guy from CPI that was up there regarding the issue.

7.4. FEMA: Oregon National Flood Insurance Program (NFIP) Reasonable and Prudent Alternative (RPA) – Acting Mayor Trett stated there was nothing new to report and will come off the agenda until further information is available.

7.5. Idanha-Detroit RFPD – Request to Share Internet Connection – Acting Mayor Trett asked Recorder Pavoni to bring them up to date. Christine commented that the memo explains what she found out. We have a theft prevention program and that she has been told before not to share internet connection, and not to ever give out the password. That the lady from Frontier did confirm that anyone who has the password could access our computer. Christine reported on quoted prices from Frontier for a separate connection from our telephone line. Jack Krill stated that just from the router you can have multiple Wi-Fi signals, you can open it up for a guest, and there are no crossovers at all. They would just hook up to the COD Wi-Fi signal and we'd just activate the Wi-Fi signal under a guest account. Councilor Messmer stated that they do it at his business that he's got a guest account and there is no threat to his internet, which you set up a separate password for the guest. Jack Krill stated one of their volunteers Chris Hawkins does computers for a living and can set up multiple Wi-Fi signals off our internet and have it all separate. That if she'd like he can come down and she could log on and he could just show her how to activate the guest account. That that is what the City of Idanha has, they have one router with Frontier and have one that's secure for city business and one guest account that the public can use. Christine said doesn't that slow it down, that's what she's been reading. Jack responded you can set certain limits on guest accounts usually have slower limits. All Kelly would be doing is light internet and email. That potentially some of the personnel might come in and do some training but that doesn't take hardly any bandwidth at all. That when they hooked up to Idanha Chris has something he setup where they can tell how much data they are taking or if it's interrupting bandwidth. That even with them doing their training program it is not even noticeable. Christine said to let her call again and get someone else and Jack told her to ask about the guest account, guest Wi-Fi signal.

7.6. Tiny Homes and Park Model RVs – Councilor Messmer commented that it doesn't really look like we can do anything until the State changes its laws, that we can't give an exception. Christine said we could amend our code and add to it, but they still have to follow the state law and maybe that's what we need to do. Thing is it takes a while to do the code amendment, and the process is not overnight, because we have people wanting to do this right now. Councilor Messmer stated he thinks the conversation they need to have is if tiny homes are something that they want to have as a possibility, that that's a little more of a substantial discussion. It was agreed the city doesn't have an option right now.

8. NEW BUSINESS

8.1. Hazard Tree 445 Clester – After an in-depth discussion in regards to finding a solution about the hazard tree, council decided because the tree was reported before the revocable license agreement that the city would get quotes and get the tree down as soon as possible. Eric Page stated that he is willing to accept on this deal some navigation, maybe a little bit of cost, if they've got to take fences down. That he wants to be on board with the city on this that it's not that he's trying to thump the city with the whole deal, but he's not just going to let the thing be on a run amuck bid either. Find somebody that can do it insured and will do the job right and maybe find someone who says they can drop the tree and shorten the cost up. That maybe he would take a little bit of the wood, maybe write a little bit of the check but he's not going to take this thing on at \$4,000.00. Eric proposed that the city could give him the land on city right of way in front of his two properties and he'd pay to get the tree down. Discussion followed. Councilor Messmer motion the city remove the tree at 445 Clester, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett, Sheppard, Manthe and Messmer, motion passed. Recorder Pavoni asked who would be coordinating that. Acting Mayor Trett and Councilor Messmer will look into it.

8.2. Annual Business License Renewals – Acting Mayor Trett reported that business license renewals were sent out on August 12th and due by August 31st. Five second notices were sent out on September 16 and due by the 26th, all have responded.

8.3. Outdoor Mass Gathering – Detroit Lake Street Festival July 15 & 16, 2017 – Councilor Franz asked what the thought is on waving the fee for this event as it is not a DLRABA event. Recorder Pavoni explained that if we charge for it, it becomes a liability. Assistant Fire Chief Jack Krill stated that the one thing they would ask, is if we could put something in there saying contingent on working with the fire department to insure access and what the plan is well in advance. Discussion followed. Councilor Franz made a motion to approve the Mass Gathering Permit and waive the fee and in the contract to communicate with the Fire Department and

make a plan, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett, Sheppard, Manthe and Messmer, motion passed.

8.4. Letter from Ken and Linda Woodward re. Gate to Water Plant – Ken talked about not being able to allow Councilor Sheppard to walk across his property anymore to inspect the city's maintenance materials on a weekend when the gate is locked to the water facilities because of the liability and asked why Greg didn't have a key to the gate because it is a designated street that needs to be inspected and taken care of. Even more than that with the proposed logging or fuel reduction, that Greg should be up there looking to make sure it's all in order. In addition, when he was water commissioner and of course he had access because his property was right there and they put the new water tank in on the Mackey side of the road, they drained the tank which he felt created a landslide below the drain valve that nobody knew about, which was told to him by Bob Bruce. That he asked him if they ever told Penny Keen and the answer was no. He said he asked him to rope it off because if anybody goes over there they are going to take a tumble and dive right down to where the slide is. If you take a hundred log trucks is it going to move? He again asked why Greg doesn't have a key. He added another liability issue, the gate is left open during the week eight hours a day. That he understands we allow ATV's on the streets and the State Forest Service has allowed the city to put the water facility up there, but any ATV that goes up there has access to the water facility and the water shed. If they make a mistake and start a fire or hit a log they can knock it over into the water filtration system. In 1992 the street commissioner wrote a letter to the property owners up there at that time indicating to please understand the gate blocks access to the water filtration plant and needs to be locked at all times and that was in 1992, not saying anything is going to happen but it's a liability. That Bob comes up then leaves for an hour or two and comes back, that he leaves the gate open. Water Commissioner Campbell stated we'll tell Bob when he's not up there it doesn't need to be open to keep it closed at all times. Councilor Franz asked if Shep gets a key and Recorder Pavoni responded no and explained that there are certain restrictions.

8.5. Clifford Avenue East - Street Improvement Inquiry – There was discussion regarding a request from the property owner of the lots on Clifford Ave. E. that he would like to sell the lots but wants to have the street fixed before doing so, that it is way too steep and has asked what the next steps would be. Councilor Sheppard stated that there isn't much we can do about the steepness there is gravel on it. Council agreed it is also not financially feasible. Acting Mayor Trett stated sounds like a letter to Mr. Murphy saying we don't have the funds to improve the street and there's not much we can do about fixing the steepness. Councilor Franz stated that another thing that was included in this was about the Land Improvement District, which would be a method for Mr. Murphy to be able to pay for it through the city, which would be an asset to him because the city can get bonds a lot cheaper than he could get, if he was going to contract it out. That we don't have any provision for this and it would be a lot of work and expense. Councilor Messmer stated that it is just not financially feasible and if he wished to pursue it further we can give him the packet to explore options further. Council agreed the letter be sent.

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 – Jim Trett reported the Regional Solutions meeting on October 15th was canceled. He attended the bi-monthly Mayor's coalition meeting for Mid-Willamette Valley. Main topic of discussion was the legislative issues coming up. That they each gave updates on what's going on in each city. That he talked about our future park. The League of Oregon Cities held their yearly meeting in Salem. The first morning the Mayors Association held their half yearly meeting and the main topic of discussion was measure 97. Sherry Springer, our state representative, says it would just wipe us out and would hurt small cities as well as everything else. Other things discussed was the recreation immunity bill and some land use issues that really wouldn't hurt us. Mayor's coalition delegates every other month and will meet next month in Salem.

10.2 .Police and Safety Commissioner's Report – Mark Messmer reported he attended the Sheriff's Advisory Committee and the main topic of discussion was the idea to float an operation levy in the future to add more deputies. That the problem they are encountering is about 5% of the land area where you got about eleven hundred square miles, four corners (inaudible) in Salem which is where about 60 - 70% of where the call log ins come from. Because of that and the City of Salem has no interest in annexing it or covering it, the Marion County Sheriff's office has to cover it. That that causes so much of the officers having to focus in that area leaving basically the rest of the county pretty much unprotected. So this levy would add a few bucks to everybody outside of the incorporated cities to add more deputies to put out on the roads. Discussion followed.

10.3. Street Commissioner's Report – Greg Sheppard reported still waiting on the Small City Allotment Grant for the three streets that he put in to pave. Hopefully hear something within a month or two.

10.4. Water Commissioner's Report – Jack Campbell reported on the water use and consumption for the month of September from Bob Bruce. Meters were read on September 30th, there was only one high user and

they were notified. The new PC was installed on October 4th for the water program and the new meter reading program will be installed on October 14th. Jack reported on the results of the one stop meeting where he, Christine, Jim Trett, Bob Bruce and the City Engineer Rob Henry met with various agencies in regards to obtaining financing to upgrade the water distribution system. That what they are looking at is through IFA which is probably the least expensive program. He said originally we were asking for 1.3 million to do the main infrastructure of replacing all the old pipes from the originally City of Detroit. They would be able to give us a \$660,000 thousand dollar grant, which would make our loan amount \$640,000 thousand over 30-years at a 1% interest rate. Basically our debt amount would be \$24,799 dollars that would be a \$4.37 rate increase for all of our users. They also did a scenario for \$1.9 Million to give us more money to spend on our infrastructure because we have a lot of infrastructure that needs to be replaced. It would cost 3.2. to 3.3. Million to actually do all the work that needs done. But this is what would take care of the priority needs that's getting ready to fail. With the 1.9 million dollars the grant would be 1 million 30 thousand dollars, the loan amount would be \$870,000 thousand over 30-years at 1% interest. Debt amount per year would be \$33,711 dollars, that's only a \$5.94 increase per user. He said the USDA was also there and they went over the same scenarios. Their interest rate was higher 1.875 and the loan repayment term would be over 40-years, so their costs are going to be a little more expensive. 1.3 million would cost us roughly about a \$4.50 rate increase per month and the 1.9 for the 30-years would be a \$6.58 rate increase per user. Life span on the pipes are anywhere between 70-90 years. Discussion followed, Councilor Campbell felt the 1.9 million would give us the biggest bang for our buck. That the City Engineer Rob Henry said he hadn't seen interest rates this low in forever and Jack added the fact we can also get a grant that that grant money will dry up at some point. Question came up in calculating the numbers to see what the cost would be for the 3.2 million. Christine was asked by Jack to contact the city engineer and plug in those numbers. Acting Mayor Trett added that they said if we go for the 1.9 it would have to go before the board which would happen in December their meetings are every other month. That we need to do this, we could start the project next summer. Councilor Manthe motioned to pursue funding for water infrastructure, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett, Sheppard, Manthe and Messmer, motion passed.

10.5. Building Commissioner's Report – Sandy Franz reported on permits for September. 3 residential mechanical, 2 electrical (1 commercial 1 residential), 1 plumbing, 1 structural. There were two residential final inspections permits, 1 Structural, 1 mechanical.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported we received notice of the project agreement, we're ready to move forward and the notice to proceed. She talked about this being a reimbursement grant, that they told her not to worry about having to come up front with the money, they would work with us on that. She said she hadn't heard anything else on the FLAP grant. Debby talked about the three grants all having one to oversee all three. Things are moving forward even though it doesn't look like it. She asked about getting a sign that says Future Park or something later on and that we're going to try and get something in the paper. Christine added, looks like Federal Highway is going to do all the work and the only thing we have to do is (distribute) the money when it comes through us.

10.7. Emergency Preparedness Commissioner's Report – No Report

10.8. Planning Commission – Inactive

10.9. Sewer Committee –Inactive

11. Update ADVISORY COMMITTEE REPORTS – Federal Lakes Meeting announced earlier in the meeting.

12. PUBLIC COMMENTS – Steve Galbreith started a conversation regarding the possibility of starting a rate charge for our street infrastructure so that one street a year could possibly get chip sealed. Council agreed it was a good idea, but not the right timing at this point.

13. ADJOURN – Councilor Manthe motioned to adjourn, motion was seconded, all in favor; Ruyle, Franz, Campbell, Trett, Sheppard, Manthe and Messmer, motion passed. Meeting adjourned at 8:20 PM.

Signed:

Attest:

Jim Trett, Acting Mayor

Christine Pavoni, City Recorder