



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, January 10, 2017**

CALL TO ORDER: Council President Mark Messmer called the meeting to order at 6:38 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Council Present – Keith Munn, Debby Ruyle, Vickie Larson-Hills, Mark Messmer, Greg Sheppard (in at 6:40 PM), John Manthe and Jim Trett. **Councilors Absent** – None. **Staff Present:** Christine Pavoni City Recorder, Deborah Hastings City Clerk. **Citizens Present:** Lyn Schultz, Kevin Hills, Sandy Franz, Linda O'Donnell, Bob Franz, Jack Krill, Scott Whelden and Dave Layman (not signed in).

2. PLEDGE WAS RECITED

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

4. ANNOUNCEMENTS -

4.1. SWEARING IN OF ELECTED OFFICIALS – Recorder Pavoni swore in Councilors Jim Trett, Vickie Larson-Hills and Keith Munn each with 4-year terms and John Manthe Jr. with a 2-year term, all primary residents .

4.2. NOMINATE AND APPOINT MAYOR – Councilor Manthe nominated Jim Trett for Mayor, Councilor Munn nominated Mark Messmer. Mark explained that he does not qualify that he is not a full time resident, all in favor for Jim Trett, Keith Munn, Debby Ruyle, Vickie Larson-Hills, Mark Messmer, Greg Sheppard and John Manthe and Jim Trett, motion passed. Jim Trett was sworn in by Recorder Pavoni for a 1-year term.

4.3. NOMINATE AND APPOINT COUNCIL PRESIDENT – Councilor Manthe nominated Mark Messmer for Council President, motion was seconded, all in favor; Keith Munn, Debby Ruyle, Vickie Larson-Hills, Jim Trett, Greg Sheppard, John Manthe and Mark Messmer, motion passed. Mark Messmer was sworn in by Recorder Pavoni for a 2-year term.

4.4. APPOINTMENT OF COUNCIL COMMISSIONS BY MAYOR WITH CONSENT OF THE COUNCIL- After discussion, Mayor Trett appointed the following commissions with consent of the council; Street Greg Sheppard, Building Vickie Larson –Hills, Emergency Preparedness Keith Munn, Water John Manthe, Police & Safety Mark Messmer and Parks & Recreation Debby Ruyle.

4.5. APPOINTMENT OF ORDINANCE ENFORCEMENT OFFICERS BY MAYOR WITH CONSENT OF THE COUNCIL, if any. Mayor Trett stated that current enforcement officers are Shari Flanders, Greg Sheppard, Mark Messmer, Jim Trett, Pat Carty and Harry Ellis.

4.6. APPOINTMENT OF PERSONNEL REVIEW BOARD MEMBERS BY MAYOR WITH CONSENT OF THE COUNCIL – Mayor Trett stated the current board members are Mark Messmer and Debby Ruyle with one seat vacant. Keith Munn was appointed.

4.7. APPOINTMENT OF ALTERNATE PERSONNEL REVIEW BOARD MEMBER BY MAYOR WITH CONSENT OF THE COUNCIL – Mayor Trett stated that he is currently the alternate, being Mayor he cannot. Vickie Larson-Hills was appointed as alternate.

4.8. APPOINTMENT OF PLANNING COMMISSIONERS BY MAYOR WITH APPROVAL OF MAJORITY OF THE COUNCIL (2-YR TERM)- Mayor Trett stated that the planning commission is currently inactive but would like to reappointed current commissioners, Kevin Hills and Dean O'Donnell. Council agreed. Kevin Hills was sworn in by Recorder Pavoni, Dean O'Donnell not present.

4.9. US BANK ACCOUNTS – Signature Cards to be signed by new Councilors after the meeting – Mayor Trett stated that Vickie and Keith have to sign the bank cards, so they can sign checks and things like that.

4.10. BUILDING MAINTENANCE WORKER RESIGNATION – Mayor Trett reported a resignation was received from Paul Lee, that they need to accept his resignation, and currently Kelly Galbraith has been filling in on that position on a temporary basis. Councilor Manthe motioned to accept his resignation, motion was seconded, all in favor; Keith Munn, Debby Ruyle, Vickie Larson-Hills, Jim Trett, Greg Sheppard, John Manthe and Mark Messmer, motion passed. Trett stated we need to look into hiring a new person and open that up, and hopefully have that position filled by next month.

5. APPROVAL OF MINUTES OF THE LAST MONTH - City Council Regular Meeting of December 13, 2016. Councilor Manthe motioned to accept the minutes, motion was seconded by Councilor Larson-Hills, Sandy Franz pointed out that Vickie wasn't at the last meeting to vote, motion was remade by Councilor Sheppard and seconded, all in favor; (4) Trett, Sheppard, Manthe and Messmer, abstain (3) Munn, Ruyle and Larson-Hills, motion passed.

4. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH - Mayor Trett asked for a Motion to approve the bills excluding Kevin's Backhoe Service and Gerry Hills Corp. Motion was made by Councilor Messmer, motion was seconded, all in favor; Keith Munn, Debby Ruyle, Vickie Larson-Hills, Jim Trett, Greg Sheppard, John Manthe and Mark Messmer, motion passed. Councilor Larson-Hills declared a conflict for Gerry Hills Corp. and Kevin's Backhoe Service. Motion was made to pay Gerry Hills Corp. and Kevin's Backhoe Service, motion was seconded, all in favor; (6) Keith Munn, Debby Ruyle, Jim Trett, Greg Sheppard, John Manthe and Mark Messmer, Abstain (1) Vickie Larson-Hills, motion passed.

6. UNFINISHED BUSINESS

7.1. Rotating Meeting Schedule – Fire Department – Assistant Fire Chief Jack Krill reported the next board meeting would be tomorrow night at 6:00. He reported that last Thursday the four grant fund firefighters spent most of the day shoveling out fire hydrants in both cities. He introduced Scott Whelden who replaced Andrew who got hired by Clackamas Fire full time. **DLRABA** – Bob Franz reported their next meeting would be on the 21st at 10 AM.

7.2. Flashing Light Update: Pedestrian Crossing Hwy 22 & Forest Ave. – Mayor Trett updated the public that there was a problem with the poles that didn't meet ODOT guidelines and are waiting for an ok on that. That the new deadline for completion of the project is January 10th. That the grant expires end of this month, if worse comes to worse Christine stated we could apply for another extension.

7.3. Ordinance No. 249, An Ordinance Amending Ordinance No. 245 (Marijuana Tax) – Mayor Trett read ordinance 249 in full and then by title only; An Ordinance amending ordinance 245 (an ordinance imposing a three percent tax on the sale of marijuana items by a marijuana retailer and referring the ordinance to the voters). Councilor Messmer motioned to accept ordinance 249, motion was seconded. Recorder Pavoni explained that the Oregon Department of Revenue is going to collect the tax for us but in order for them to impose penalties and fines for non-compliance or non-payment we had to have a clause in the original ordinance 245 to reference the applicable ORS's that establishes penalties and fines. All in favor; Keith Munn, Debby Ruyle, Vickie Larson-Hills, Jim Trett, Greg Sheppard, John Manthe and Mark Messmer, motion passed.

7.4. Tiny Homes – Recorder Pavoni stated that staff is asking council for permission to move forward with the grant application. Mayor Trett explained that the COG is willing to take a look at our policies and procedures, which includes tiny homes. That tiny homes is a huge issue at the state right now, that we are basically all on hold until the state decides how they are going to handle the tiny home issue. That COG would like to go ahead and start revamping our policies and procedures, which really needs to be done and they would like to apply for a grant for that. Discussion followed. Motion was made by Councilor Manthe to have COG move forward with the grant application to look at our policies and procedures, motion was seconded, all in favor; Munn, Ruyle, Larson-Hills, Trett, Sheppard, Manthe and Messmer, motion passed.

7.5. Eclipse August 21, 2017 – Mayor Trett stated that from the meetings he's been attending, the latest estimates he heard for the Canyon alone there would be 50 to 100 thousand people around this event. That the State Park opened up their campsites and everything filled up in 90-minutes. There was discussion about possibly using the former grade school property for parking and Councilor Larson-Hills stated we would want to make sure there wouldn't be a liability. Recorder Pavoni replied that usually parking itself is not a liability, but we would definitely check.

7.6. System Development Charges (SDC) Amendments – Mayor Trett reported that HBH Engineering has been contracted to work with us to develop SDC amendments and methodology, that we wanted them to look at our SDC's to see if we're too far out of line, or what we could do to adjust them to make it more pleasant for people to build in Detroit. Recorder Pavoni added that they also needed to be looked at because part of the water system improvements are done so it is going to shift some. Commissioner Ruyle stated that additional things are needed for the Park and if it would qualify as a capital improvement to able to use Park SDC money and Recorder Pavoni responded that if we are paying for it ourselves then yes, but not if you are paying with grant money. It will be setup so that we can put an amount in when the time comes and this can be address at the meetings we will be having.

8. NEW BUSINESS

8.1. Resolution No. 562 – A Resolution Authorizing the Transfer of Appropriations – Mayor Trett explained that Steve Galbraith was hired temporarily to take down the tree on Clester and funds need to be transferred from material and services to personal services in the street fund. Discussion followed. Mayor Trett read

Resolution 562 by title. Councilor Manthe motioned to approve Resolution 562, motion was seconded, all in favor; Munn, Ruyle, Larson-Hills, Trett, Sheppard, Manthe and Messmer, motion passed.

8.2. OLCC License Renewal – Councilor Messmer motioned to take no action, motion was seconded, all in favor; Munn, Ruyle, Larson-Hills, Trett, Sheppard, Manthe and Messmer, motion passed.

9. CORRESPONDENCE – City Recorder, City Clerk – No questions on letters sent or received

10. COMMISSION AND MAYOR'S REPORTS

10.1 Mayor's Report – Jim Trett reported on meetings he attended, upcoming meetings and topics of discussion. The Mid- Valley Mayor's coalition meeting that was to be held on December 14th was changed to the 21st, in Independence. That each city talked about things going on in their city. That we have a fair amount of decent things happening in our community right now. The next meeting will be in February. Jim also informed council of city hall day at the capitol would be on February 8th, and new councilor's training on the 25th of January and at 4:30 that afternoon is a League of Oregon Cities regional meeting that he plans on attending. Councilor Munn commented in regards to the councilor training, that there is always something new and changing and recommended everyone should go at least once a year.

10.2. Police and Safety Commissioner's Report – Mark Messmer reported on a new tip line (text or web) from the Marion County Sheriff's office where someone can remain anonymous. Councilor Munn added people also need to actually call to have it on the record.

10.3. Street Commissioner's Report – Greg Sheppard guesstimated that we had probably gone through \$3,000 of the \$7,000 of the snowplowing budget. Councilor Munn talked about there being an issue of getting emergency apparatus down city streets. Greg stated that we have 14 lane miles and it takes a while to do a whole loop. Discussion followed.

10.4. Water Commissioner's Report – John Manthe reported on the water use and consumption for the month of December prepared by Bob Bruce. Meters were read on December 30, one large leak was found and the owner was called and I was taken care of. The influent turbidity meter pump failed and a new was installed. Two of our cell modems also failed, these are used for communications between the plant and the Breitenbush intake and lift station. Portland Engineering was called and two new ones were programmed and installed. John also read an update from City Engineer Rob Henry regarding the water improvements loan. He expects we would be looking at funding in April and that he would be completing an Environmental Record prior to commencing with engineering design. He will keep us informed.

10.5. Building Commissioner's Report – Vickie Larson Hills reported there were two permits issued last month; one was residential mechanical and one residential electrical.

10.7. Emergency Preparedness Commissioner's Report – Keith Munn, nothing to report

10.8. Planning Commission – INACTIVE

10.9. Sewer Committee – INACTIVE

10.6. Parks & Rec Commissioner's Report – Debby Ruyle reported that Christine has been working with Matt in getting the MOU finalized. That Matt is with the Western Federal Lands Highway Division and is administering everything. He is suggesting a kickoff meeting with a consultant in February. That she would love to get a sign installed that says Future Park. That Dave Shelton said he would give a bid if she sent him an email. Council agreed a sign would be great.

11. ADVISORY COMMITTEE REPORTS - Federal Lakes Recreation Committee for Detroit Lake
Next meeting Wednesday, January 18, 2017 at 6:30 PM – Gates Fire Hall

12. PUBLIC COMMENTS – Assistant Fire Chief Jack Krill commented that a letter was sent to council today. That both cities are really hurting and the local resources aren't keeping up with providing access and suggested also to Idanha that maybe we partner. That something needs to be planned sooner than later with more snow coming, that they are having a hard time getting to any emergency around town. Discussion followed. Christine stated when it gets to that point because we don't have the equipment or able to afford that, we would have to declare an emergency. Councilor Munn stated we need to get started on the cleanup and keep it cleaned up, and if we have to go that way we will, to plan for emergency in case we need to. Christine explained the process and to have it ready in case we need to.

13. ADJOURN – Councilor Manthe motioned to adjourn, motion was seconded, all in favor; Munn, Ruyle, Larson-Hills, Trett, Sheppard, Manthe and Messmer, motion passed. Adjourned at 7:48 PM.

Signed:

Attest:

Jim Trett, Mayor

Christine Pavoni, City Recorder