



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

CALL TO ORDER: Councilor Vickie Larson-Hills called the meeting to order at 6:32 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Councilor’s Present – Vickie–Larson Hills, Shelley Engle (on phone), Greg Sheppard and John Manthe **Councilors Absent** – Jim Trett and Debby Ruyle **Staff Present:** Christine Pavoni City Recorder, Deborah Hastings City Clerk **Citizens Present:** Jack Krill, Elaine DeGeorge and Lyndia Basl (arrived towards end of meeting).

2. PLEDGE WAS RECITED

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

4. ANNOUNCEMENTS – Councilor Larson-Hills reported there is one council vacancy, no applications were received. She also reported the annual audit would take place the week of October 16, 2017. Auditors will work at the back table by the copier, all doors will be closed to keep the work environment as quiet as possible for them.

5. APPROVAL OF MINUTES OF THE LAST MONTH - City Council Annual Saturday Meeting of August 12, 2017, Councilor Larson-Hills reported there were only two councilors qualified to approve the August 12th minutes tonight which are John Manthe Jr. and herself, so they don’t have enough people present to vote on them this evening. That they can vote on the regular meeting minutes of September 12, 2017. Councilor Manthe motioned to approve the minutes of September 12, 2017 motion was seconded, all in favor; Aye (3) Larson-Hills, Engle and Manthe, Abstain (1) Sheppard, motion did not pass due to lack of quorum.

6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH – Councilor Manthe motioned to pay the bills not raising a conflict of interest, motion was seconded, all in favor; Larson-Hills, Sheppard, Manthe and Engle, motion passed. No bills in conflict.

7. UNFINISHED BUSINESS

7.1. Rotating Meeting Schedule – **DLRABA** next meeting October 21st. Federal Lakes next meeting October 18th at Gates Fire Hall. **Fireboard** meeting, Assistant Fire Chief Jack Krill reported the next meeting is on October 17, that there are two board member vacancies and have received one application. They still have the Fire Chief vacancy and are working on re-tweaking the job description and will be sending it out. Councilor Sheppard stated that in talking with Steve Galbraith, they feel we should revamp that preventive logging for fire hazard reduction along our urban growth boundary, that it seems it has fallen between the cracks. That we dodged the bullet again this year, but if we ever had an east wind event with what we had going up the canyon this year we’d be in trouble. He asked if we could maybe get ahold of the State and Grady and go over that again. Recorder Pavoni said she thought that was part of the Firewise and asked Jack if he knew anything about that, because when we had all those Firewise meetings she thought they talked about intergrading that project into the Firewise program and asked who we should really talk to. Jack responded that would be more Grady and ODF. That Firewise is more community education, personal property mitigation. Councilor Larson-Hills reported the planning commission is in recess and Recorder Pavoni added that it is not going to pick up again until January and January is actually going to be a public hearing.

7.2. Code Amendment Updates – Councilor Larson-Hills reported the Detroit Development Code Amendments to include tiny homes and various minor adjustments/changes final meeting would be on October 24, 2018. The planning commission public hearing is scheduled for January 23rd at 5:30 PM and the city council public hearing is scheduled for February 13, 2018 at 6:30 PM.

7.3. SDC Amendments – Councilor Larson Hills reported that HBH Engineering was contracted to rework the SDC methodology and a public hearing will be held during the regular council meeting of November 14, 2017. Recorder Pavoni commented that the public hearing was supposed to be today, but with the Mayor gone and us being short on people it was best to hold it off. Councilor Engle asked what the SDC methodology is. Recorder Pavoni explained it is System Development Charges and is a fee that is charged when anyone develops a vacant property. That it pays for future development of streets and water. That our fees are in

about the middle of the road compared to all the other cities. But we need to restructure it because part of our water system has been improved and now we're working on the second part. That we tried to put parks in too, but because the park is funded by grants we can't access money to it at this point, but we can have it put in there for the future.

7.4. Ordinance 252 Repealing Ordinances 37 and 53 – Councilor Larson-Hills read ordinance 252 in full, an ordinance regulating parking and storage of vehicles on city streets or city property and repealing ordinances 37 and 53. And then read by title. Councilor Manthe approved ordinance 252, motion was seconded. Recorder Pavoni reported that the attorney has already looked at it and we are good on the legal part of it. All in favor; Larson-Hills, Sheppard, Manthe and Engle, motion passed

7.5. City Right-of-Way at North End of City Park – Councilor Larson-Hills stated this agenda item would be discussed at the November city council meeting. Recorder Pavoni added that we would have more information for them at that point.

8. NEW BUSINESS

8.1. Business License Renewals – Councilor Larson-Hills reported there were a few that did not renew. Christine reported most of those are vendors and may or may not renew until later in the year, that they will still have to pay the full amount because they are already in the system. Councilor Larson-Hills asked when the vendors come in for events if that was different or is it considered a business. Recorder Pavoni stated it depends, if it's a DLRABA event they actually hire them, they are under their umbrella. Vendors that set up on Mountain High or Detroit Market (commercial property) have to have a business license.

8.2. Bank Signature Cards – Councilor Larson-Hills stated that we were going to add Shelley Engle to the bank account but there are not enough councilors for a vote, because she would have to excuse herself.

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 – No report

10.2. Police and Safety Commissioner's Report – Councilor Vickie Larson-Hills stated she felt she could speak on behalf of the Marion County Sheriff's. Things have been quite, calls have fallen off because of the quite season. That they are still trying to be a presence. If you have any issues especially and specifically about mental health, that is where she has been working closely with Marion County Sheriff's. That most of the deputies are trained for mental health issues, but if you call in through 911 or the non-emergency line, do identify that it has a mental health component and asked for an officer who has been trained in mental health, because it really does change the outcome of the calls. It reduces the injury to the person be called on and also keeps the officer more safe. That they are less likely to go hands on. And then they have mobile crisis, which is her team, the team that comes in after. That she just wanted to share that Marion County is very progressive and really ahead. That they are really making an impact on the entire State on how far ahead they are. That they are at the point where they're training specialty teams and have gotten other cities and counties involved in training their staff about mental health, so they have really made a change to the whole State.

10.3. Street Commissioner's Report – Councilor Greg Sheppard reported he is still waiting to hear from ODOT on the small city allotment grant, that they let him put in for three streets, Detroit Road S., Patton Road which goes by the park site and Deer Street, which is an important turn around for people who have boats and trailers and need to make another pass. It is a \$50,000 grant. That he thinks we have a pretty good shot at getting one of those streets, that Patton road might be the best. Greg stated with the snow plow situation, he just wants to say that we are very lucky to have had the Hills family plow streets for 40-years. Due to some complaints that actually got a little vicious, one of the members of the snow-plow team doesn't want to do it. So we are kind of hanging in the air right now. But he contacted Peter Moore at Breitenbush and he seemed open to maybe helping us out, that they bought another five yarder truck with a plow. He also talked to Don Hiebert and he seems pretty open to helping us out. He said he contacted De Santos Landscaping in Salem and they're booked up, that their rates were high, \$175 per hour. That we usually set aside \$7,000 for snowplowing. Greg reported he also spoke with Andrew Siegmund and he seemed pretty open, that he said he thinks he can probably help us for between \$85 and \$115. That there is still a lot of loose ends, but hopefully we'll get something going here in the next month. That we are sure going to miss the Hills family, cause we had people here on the spot, they knew the roads, they knew every hazard. That it's not a perfect world, that you're going to have break downs, and if it's snowing hard and you plow the street eight hours before, it may look like he never plowed but when you get called a liar you can only take so much and some people got nasty. Councilor Larson-Hills added and driveways not being plowed out, that Christine sent out emails last year to other cities to find out about the responsibility and actually in working with other ordinances they say we are not responsible. Greg stated that everybody needs to pitch in, that he was really thankful to all the people with ATV's that helped out. Vickie added that was really nice, but we also have to be extremely careful

because it's our liability. Christine added not as long as we don't make them do it, we're not liable. Greg stated that he knows Gerry was really good about trying not to leave berms, that he hopes it's not the end of an era, but we may be into paying more for snowplowing, he's hoping Kevin might be able to do it. Greg said he thought Don was interested maybe if Kevin was running it, but not to take it on himself, but he sounded like he'd be available to help out, that he's got a big loader. Greg stated you're going to have problems you just can't get around it, but if everybody pulls together we can get around it. That maybe if you live on a steep hill you could park at the bottom for a couple of nights. Elaine DeGeorge commented its part of living in the mountains. Greg stated he did a survey over the last fourteen years what we paid for snowplowing, and \$7,000 seems like a good figure to have for snowplowing. There was five years we actually went a little over and one big year 2007-08 where we spent \$25,000. Discussion followed.

10.4. Water Commissioner's Report – John Manthe reported on water use and consumption for the month of September, prepared by Water Tech Bob Bruce. Meters were read on September 30, no big leaks were found on the customer side. Water use has dropped off due to summer being over. The Silver bullet pump and motor are working fine now. Two new services will be installed this month.

10.5. Building Commissioner's Report – Vickie Larson-Hills reported issued on August 31st was one residential permit, finalized from September 6 through the 26th were five residential, one was electrical, one mechanical, two plumbing and one structural and one commercial permit completed.

10.6. Parks & Rec Commissioner's Report – Debby Ruyle absent. Recorder Pavoni reported they finished the 90% plans and the 100% should be done by December. That there will be another open house with the final plans. Everything is going fairly smooth.

10.7. Emergency Preparedness Commissioner's Report – Vacant

10.8. Planning Commission – Recess

10.9. Sewer Committee – Greg Sheppard reported on the North Santiam Canyon Joint Wastewater committee meeting. That it sounds like we need to get something going in the 3-4 years or we might miss the boat. That we need to get more interest. Councilor Larson-Hills added the next meeting is on Thursday, November 2 at Mill City, City hall, that we need more folks to attend those. Recorder Pavoni reminded council that last meeting they received an ordinance they need to implement and will come up in the next couple of months. That the seriousness is we have to form a District between all the cities, which will come up beginning of the year sometime. That it has to go out into the public, that they need us to advertise it more. That Danielle Gonzales has created a website that would be a great way to link in.

11. PUBLIC COMMENTS – Lyndia Basl asked about a letter she was supposed to have received from the city regarding a lottery sign she wants to put up. That Councilor Manthe was supposed to talk to Jim (Trett), and they both told her she should be receiving a letter to get her sign put up and she hadn't yet. Recorder Pavoni apologized but she didn't know anything about that. Councilor Manthe added that it's the lottery that wants the letter to put the sign on the side of the building. Councilor Larson-Hills asked what the city would need to be able to do a letter to Lyndia so she could apply to the lottery about the sign. Lyndia stated she already applied, that they need the letter to ok it for it to be put up. That it's not blocking any sidewalks, it's not going to be hit by anyone walking by. It's on the highway side and will stick up about 6 inches above the roof. That with Mountain High having their sign of how far it sticks up, plus the new addition they put on the roof that sticks up even further, she doesn't see why there should be an issue with her getting a letter. Christine said we need an application from somebody, and Lyndia said they already had it. Christine stated that was years ago and was denied at that time. Lyndia said it's the same one, and Christine again said it was not accepted. When Lyndia asked why, Christine told her because it didn't follow the code. Lyndia argued about the sign meeting code, so Christine informed her she didn't have the old file with her and she needed to come to city hall and go through the paperwork. Lyndia said she would look at it with somebody besides her, that she felt there was a conflict of interest between them. Christine said ok, but she didn't even know her, why would she have a conflict with her. Lyndia also asked why we pick on one individual when they have tables set up as a vendor on a weekend. That it's only one individual that is told they need a business license and not everybody on that street that were selling things that weekend. Christine explained that anyone who is a vendor has to do two things; have permission from a business owner, cannot sit up on city right of way, and they have to get a business license. And the person who is allowing them to be on their property has to sign. Lyndia said she would sign whatever they need, that they were on her property and the other one was right across the street and nothing was said to her and there was another lady that had artwork set up and she didn't get anything mentioned to her either, that we really need to stop picking and choosing. She said maybe not a business license, because they're not a business, it's just something they are doing a couple days out of the summer to make some money. Christine said that was the key word to make money, so they need a business license. Lyndia responded they don't make enough money to pay for a business license. Clerk Hastings commented

that we are not picking and choosing anyone and Lyndia said but you did, one person that weekend was targeted. That the other ones were right across the street and nothing was said to them. Recorder Pavoni explained the person who was approaching the person she was talking about, did see the other person and thought it was a garage sale. Councilor Manthe stated there were three vendor right there in row, the garage sale, the art sale and the tee shirt thing. Christine commented that we don't go around all weekend that is what the enforcement officers are for. Manthe added he didn't think it was right just one person got talked to and the other two didn't. Recorder Pavoni stated she never even knew about it, that they need to go and approach them then. Discussion began on maybe having a vendor's license for a shorter amount of time with a lower fee. Council agreed an ordinance be drafted for the next council meeting establishing a vendor's business license with a time frame from April 15th through October 15, for a \$25 fee. The ordinance also to include they must have permission from the property owner. Lyndia stated she would like to know what the process is for handling a violation step by step. Recorder Pavoni told her she could send her the ordinance, that the basic's is either you pay the full fine or you come to court. Lyndia asked if there was a warning letter that goes our prior to a violation to let them know they are in violation. Christine said yes, they usually get a warning the first time. Lyndia asked how do they usually get it the first time and Christine said, it could be verbally, it could be a letter. Lyndia said verbally there is no kind of record, that is why she is trying to find out what our process is, that it should be pretty much black and white, yet a written letter stating, then you get a letter stating if not corrected by this date, you get a fine of this or that can happen, that the third time is the fine or whatever. Christine stated that usually it is a written letter, but it could also be a phone call, if it's quicker or its immediate, that we have a record of that because we log every phone call or it could be a verbal and should be with a ticket that says warning only, that there can be different ways of doing it. The main concern, is letting the person know they are in violation. Lyndia said yeah but just calling somebody and saying you can't do this, is not letting them know there in violation. Christine said it depends if it's being cited this is a violation or you can't do this, it is against code, it is a violation. Lyndia said but if you're not informed, that you just can't do, this it's not allowed, and you're not informed of the violation or the fines or the code violation number, that in a phone call your just told that it's not allowed, that you guys gotta have a set way to do your violations, because she said she knew of other people who have gotten two letters before they were cited, not a phone call then a letter a violation and a ticket. Christine said 99% of the time it is a letter, but there have been a couple of times where it was a phone call to spare the person the letter or to make them aware right away that they are in violation and don't get in trouble anymore and that was a courtesy, so the people don't get into further trouble and they know right away. Lyndia responded that there's got to be an exact way that every violation is handled in the same process. Christine stated we do it 99% of the time by letter that she only knows of two times where a person was called, and was supposed to be as a favor so this person doesn't get deeper into trouble and create a ticket and create a violation even more. Lyndia said so if you call there is no letter, there's just a ticket. Councilor Sheppard asked if she was talking about a fire and Lyndia said this was for a tent and that she wasn't even in town she was gone on vacation and didn't know it was there and she got a ticket. That she got a phone call prior to, saying it wasn't allowed, that she wasn't informed of whatever code it is or what the fines were, anything like that, then she gets a certified letter with a ticket. City Clerk Hastings responded that she did tell her it was a \$250 fine per day. Recorder Pavoni stated this is really a conversation for the court, it is not a council conversation. Lyndia said then she would like to see in black and white the exact process, not the if's and's or but's. Christine said she can email or mail her the ordinance. Councilor Larson-Hills told Lyndia we would provide her a copy of that. Elaine DeGeorge reported that she went to the planning commission training up in Portland and learned a lot of good stuff. That it was well worth the money the city paid for that.

12. ADJOURN – Councilor Manthe motioned to adjourn, motion was seconded, all in favor; Larson-Hills, Sheppard, Manthe and Engle, motion passed. Adjourned at 7:30 PM.

Signed:

Attest:

Vickie Larson-Hills, City Councilor

Christine Pavoni, City Recorder