



**DETROIT CITY COUNCIL  
Annual Saturday Meeting Minutes  
Saturday, August 18, 2018**

**CALL TO ORDER:** Mayor Trett called the meeting to order at 10:04 AM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

**1. ROLL CALL – Council Present** – Vickie Larson-Hills Building Commissioner, Debby Ruyle Parks & Rec Commissioner, Shelley Engle Police & Safety Commissioner, Jim Trett Mayor, Greg Sheppard Street Commissioner, and John Manthe Water Commissioner

**Councilors absent** – None **Staff Present:** Christine Pavoni, City Recorder, Deborah Hastings City Clerk, Rob Henry City Engineer. **Citizens Present:** Tadd Humphreys, David & Marla Moberg, Danielle, Even, Ellie & Elliot Gonzalez, Doug Britton, Melissa Sutkowsls, John and Miriam Rasmussen, Ralph Baker, Sandy & Bob Franz, Bob Goddard, Paul & Dottie Carr, Nick and Bonnie Irwin, Eric Page, Keith Munn, Dean O'Donnell and Scott Whelden

**2. PLEDGE WAS RECITED**

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

**4. ANNOUNCEMENTS: GUEST SPEAKERS -**

**4.1. Melissa Sutkowski, ODOT:** Tumble Creek Bridge Repair Spring/Summer 2019 - Ms. Sutkowski reported the work would begin next year and went into detail on the work they would be doing. That during construction there will be several weeks where it will be necessary to close one traffic lane for extended periods of time and expect long delays to accompany extended lane closures, essentially Sunday night through Friday morning and also some weekends. That they are targeting early spring for that, which has lower traffic volumes, from mid-March to end of June, and the weekend closure mid-March through mid-May. She said there are some weekends they have excluded including our fishing derby. She said the timing for the extended lane closures is still being developed but is expected to occur in May, June or September, that they are trying to do the best they can to minimize the traffic impact and will get that information out when they know.

**4.2. Danielle Gonzalez, Marion County Commissioners Office:** North Santiam Joint Sewer Project – Danielle gave a presentation of where our sewer project started, where we're at, where we've come to and what the basic next steps are moving forward. That in 2014 the Mid-Willamette Council of Governments did a study of the North Santiam Canyon and it said that wastewater solution in this area were the main determinates of the economic prosperity of these communities, from Lyons-Mehama area, Mill City, Gates, Detroit and Idanha. She came to work for the county the end of 2015 and the question was what the need was and the county funded her until 2021. A feasibility study was done which gave kind of an approach for a special sanitary district which can be ran by the community. That her job is to manage the expectations this way as well as helping the communities move forward. She said there has been a lot of successes in the last year and a lot of progress. Each of the communities has provided someone to come to the sewer meetings so they can talk through some of the issues, and have met 20 times since February of 2017. They have created a partnership with the north Santiam Watershed Council and the Business Oregon Council and they came together and funded an economic analyses of the value of every drop of water that comes out of the North Santiam River. They are hoping to have that complete by November 1<sup>st</sup>. She went through some of the meetings where the project was presented to get the ground work laid for the awareness of the urgency of our need. She informed the public of a website that was created with all the information of the project and where people can email comments or concerns. The website is [www.northsantiamsewer.net](http://www.northsantiamsewer.net). She stated that in January of 2018, Mill City, Gates, Detroit and Idanha all passed resolutions asking them to continue on. So earlier this year she did get a sizable budget to

move forward on the next phase of the projects. She said they have gone through some of the legal procedures and Mayor Trett is going to meet with the special districts association. Next step is to draft city resolutions to request the inclusion into a service district and then have to draw maps and legal descriptions that Marion County will be doing for us. And there is the request for proposals for a sewer master plan that's going to be coming up. She said they are going to be working with the Watershed Council and DEQ regarding the three basin rule and then there is the establishment of a special sewer district. Discussion followed. Danielle also reported on some other things Marion County has been working on. Danielle stated that one of the other pieces they are working on at the same time is a broad band internet project, that one of the discussion points they had is if they already have holes in the ground let's start putting in broad band lines, that it doesn't cost that much more. So they are working with the Federal and State agencies on how we can combine funding and the construction together. That there are two studies going on, a canyon specific and a county wide and that she is the new project person on that, that people can contact her for any input. Discussion followed.

4.3. Robert Henry (Rob), HBH Engineering (City Engineer) – Current Water Situation; Water System Improvement Project. Rob stated he had two things to talk about tonight, the failure they just discovered in the pressure reducing valve and an update on the water project and how it's going to look to the community moving forward. He explained a little bit about the history of the water project done in 2009 on the supply side of the system. After the project there was still the underlying problem of leakage, which is at a leakage rate of about 40%. That a goal for a water system is about 10%, an acceptable rate for a small city water system like ours is about 15 to 20%. He said after going and talking with the funding agencies a really nice funding package was put together. As long as the city completes the project then there will be a part of the loan that is called a principal forgiveness. It is a 3.2 million dollar project total and we got a one million dollar principal forgiveness. He gave an update on the lines that are going to be replaced and that the project would be in two phases, phase A and phase B and described what each phase included. That he anticipates phase A would start in November and be wrapped up around March and go out for bid on phase B around February. Discussion followed. Regarding the problem they found with the pressure reducing valve it is more of an emergency concern. That the pressure reducing valve is in a valve vault on Forest Avenue across the highway. He explained how the pressure works, that as you get higher the elevation causes pressure down lower, that they reduce the pressure there and at the other crossing to the south. If we didn't have that valve it would blow the distribution system apart down here. He explained that when the construction people cut into the line while doing the park project and the water was shut off all of a sudden the water downtown got shut off which should not have happened because we have another crossing on Forest. Bob did some investigation and discovered that both the valves in the pressure reducing vault were closed, malfunctioning. He said the 2" valve was set wrong and shut off at some point. The 6" valve is old and a different type of valve and the company that made it went out of business in 1990 and can't buy parts for them anymore. Cascade Waterworks came and fixed the 2" and there is now water running through the 2". But now when they disconnect at the park again the 2" will be supplying most of this side of the highway, which means we won't have fire flow and we could have issues with pressure just in that 2" anyway. That when we finish the distribution lines this isn't going to be an issue anyway, but it's from the time that they do the work at the park and do those connections with a 2" bypassing at the park and the 2" on Forest, we'll have two 2" pipes serving the whole area and that's not going to be adequate for fire flow. Discussion followed regarding the fire hydrants and flows. Rob informed council of their options regarding the issue with the 6" valve and related costs. After discussion, Rob stated this is kind of an emergency situation and thinks we're going to have to contact someone like Emery & Sons that's going to have to come up, and thinks we should call them on Monday and tell him about this problem and what it's going to cost. Terry Bonnett stated that if we get it done before we have to shut the 6" off then we'd be ok, Rob told him that's right. Mayor Trett asked council for a motion to replace the 6" valve and all necessary valves and appropriate \$15,000, motion was made by Councilor Manthe, motion was seconded, all in favor; Ruyle, Engle, Larson-Hills, Trett, Sheppard and Manthe, motion passed. Meeting recessed by Mayor Trett for five minutes at 11:45 AM.

## **5. APPROVAL OF MINUTES OF THE LAST MONTH**

5.1. Planning Commission/City Council Joint Public Hearing of May 22, 2018 – Councilor Larson-Hills motioned to approve the minutes of May 22<sup>nd</sup> as written, motion was seconded, all in favor; (5) Trett, Larson-Hills, Engle, Sheppard and Manthe, Abstain; Ruyle, motion passed.

5.2. City Council Special Session - Budget Hearing of June 5, 2018 – Councilor Engle motioned to approve the minutes of June 5<sup>th</sup>, motion was seconded, all in favor; (5) Trett, Engle, Sheppard, Ruyle and Manthe, Abstain (1) Larson-Hills, motion passed. Meeting minutes of June 12 and July 2018 in progress.

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** – Councilor Manthe motioned to pay the bills, motion was seconded. Councilor Ruyle asked if the bill from Gorman Land Surveying was going to get paid back, Recorder Pavoni replied that we pay for it now and then it depends what happens. All in favor; Ruyle, Engle, Larson-Hills, Trett, Sheppard and Manthe, motion passed.

**7. COMMISSION AND MAYOR'S REPORTS** – Mayor Trett called on Building Commissioner Larson-Hills to do her report first as she had to leave early. She stated her report includes all permits from January through August of 2018. There were 19 site evaluations for septic review. Expired permits there was one commercial mechanical and one residential electrical. 18 permits were issued and four permits finalized.

7.1. Mayor's Report – Jim Trett reported they had a park ground breaking ceremony on July 25<sup>th</sup>. He gave a brief report on the following meetings he had attended. July 26 through the 28 he attended the Oregon Mayor's conference in Florence. Sewer meeting on the 2<sup>nd</sup>, July 7<sup>th</sup> the Corps of Engineers, on the 8<sup>th</sup> he, Debby and Christine met with Suzann with the Forest Service, on the 9<sup>th</sup> he met with the Small Cities group, on the 16<sup>th</sup>. He, Councilor Ruyle and Susanne (Forest Service) met with Bill with the Statesman Journal who is going to do an article on the park. Jim gave the dates for the additional upcoming Corps meetings if anyone wanted to attend. Jim also reported that the Marion County Commissioners have created a kind of Service District for the Sheriff's office covering unincorporated East Salem, which will free up eight Deputies to be out in the County including the Canyon. Discussion followed. Councilor Larson-Hills left meeting at 12:00 PM.

7.2. Police and Safety Commissioner's Report – Shelley Engle reported July was a pretty quiet month, that most of the calls she received were about fire pit fires. Also that she has been in touch with the Sheriff's in Marion County so that they would send her monthly reports. She stated that we are having issues with watching ATV's breaking the rules in our code, so they have to watch that closely because they don't want people to lose the privilege of using an ATV, so they (council) is trying to be good neighbors about that. She added that golf carts are not allowed in the City of Detroit, but is an ODOT issue, not us so the city is not going to enforce that, but is important to remember that it is not allowed in the city or anywhere else in the state unless you are near a golf course. Discussion followed.

7.3. Street Commissioner's Report – Greg Sheppard reported that on the ODOT Small City Allotment grant the city received for \$150,000 to pave three streets, Deer, Detroit Road S. and Patton Road S. That we can't pave right now because of all the construction going on but he plans on getting bids on all three streets at the same time. This year he said he put in for the grant to pave Forest Avenue to just past Butte and would like to put a pedestrian walkway in from Butte to the highway which would connect to the pedestrian crossing. He said the grant was raised up to \$100,000 per street this year.

7.4. Water Commissioner's Report – John Manthe reported on water use and consumption for July. He said a couple of leaks were repaired and there are a couple they would like to hold off on until the distribution lines get replaced. He briefly talked about the valve replacement that was discussed earlier in the meeting.

7.5. Building Commissioner's Report – Vickie Larson-Hills reported earlier in the meeting

7.6. Parks & Rec Commissioner's Report – Debby Ruyle named the volunteers that helped make the park a reality, Kevin Hills Backhoe, Sigmund's Excavation & Construction, Emery & Sons, Phillip's Cat, Freres Lumber, the Can Can Club, and people in the community that helped tear down the old school, that it's been a wonderful collaborative effort. That they all donated equipment and manpower to demolish the old grade school, dispose of the debris and get the site ready for a park. Then she explained we started trying to secure grants, we had no money. The US Forest Service was able to apply for the Federal Lakes Access Program in 2015 known as the FLAP grant, because it gives people access to the lake, and we were able to join with them. (*Correction: FLAP stands for Federal Lands Access Program, which provides funds for projects on Federal Lands Access Transportation Facilities that are located on or adjacent to, or that provide access to Federal lands*). She reported on

what the grant funded for the park in detail, and that it started at 1.8 million and somehow ballooned to 2.2 million and the actual contract that was awarded to JRT Construction was \$2,886,743.15, which also included a handicap/pedestrian bike path from the park to the Flats area. In 2016 the City was awarded the Oregon Parks grant for \$429,284. DLRABA helped fund a bike rack and fix it station and the Can Can Club donated towards the children's nature play area and she described what that grant would pay for. She said the work began end of July, that it was delayed because of the septic system and thanked Federal Highways that they paid the extra cost for the advanced septic system we had to have. The finish date is supposed to be around November 20<sup>th</sup> or 21<sup>st</sup>. She also thanked the public for their patience during this construction time. Councilor Engle asked how we were going to handle vandalism or homeless camping in the park. Councilor Ruyle said there would be signage and that the bathrooms would have automatic locks. Councilor Engle stated in Portland they set their sprinklers to come on late at night and early in the morning, council agreed that was a good idea. Discussion followed. Recorder Pavoni stated from living across from a park, her concern is after the restrooms are locked, people having to use the restroom and just go anywhere in the park.

7.7. Emergency Preparedness Commissioner's Report – Mayor Trett announced they are trying to organize a cert team (community emergency response team) for the canyon and gave information for the training for anyone interested, to help you, your family and your neighbors in case of a natural disaster.

7.8. Planning Commission Report – Summer Recess

7.9. Public Comments – Public participated during the meeting

## **8. UNFINISHED BUSINESS**

8.1. Rotating Meeting Schedule – Councilor Ruyle stated the Fire Board meetings were going to be on the second Thursday of each month at 6:00 PM. Mayor Trett reported the next DLRABA meeting would be on October 20<sup>th</sup>, Federal Lakes October 17<sup>th</sup>, and North Santiam Wastewater meeting will be on September 6<sup>th</sup>.

8.2. Update: 140 Deer Street Property – Mayor Trett reported the structure is down but he still has to get rid of the recyclables. Discussion followed that it was to all be done by the 16<sup>th</sup> which is past. He sent an email that they plan to have the recyclables done in the next several weeks. After discussion council directed staff to inform the property owner he has until August 30<sup>th</sup> to have this project finished, if not that fines will be levied.

8.3. Update: 137 Patton Street Property – Memo from Recorder Pavoni to Council informing them that this issue came up at the July meeting and was initially handled as a nuisance complaint but has become more complex because of the structure that could be deemed dangerous and the property owners statement that the structure has to be kept in conjunction with the septic. After discussion, Councilor Manthe motioned that the property owner be notified that the city is moving forward on initiating Ordinance 189 declaring this a dangerous structure, motion was seconded all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed. Recorder Pavoni stated that council must determine if the order is to abate the structure or to make it safe and describe what can make it safe. Council agreed for them to take it down and then when they have the public hearing at the next meeting, they can come and tell council what their plans are. Mayor Trett asked for a motion to have the letter read that the structure be abated, motion seconded, all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed.

8.4. Fire Department Request – Recorder Pavoni stated that we would eventually get someone in to do an energy efficient abatement of the entire building but has not been a priority at this point.

8.5. Ordinance No. 257 – Amending Marijuana Ordinance No. 244 – Mayor Trett stated that the request from the owner was approved at the July 10<sup>th</sup> meeting to change the current hours 10 am to 7 am to 7 am to 10 pm, but is not official until the ordinance has been approved. He read ordinance 257 in full, an ordinance amending ordinance 244, Marijuana Licensing Requirements and then by title. Motion was made by Councilor Manthe to approve ordinance 257, motion was seconded, all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed.

8.6. Capitol Christmas Tree Road Trip through Detroit – Mayor Trett stated that the National Christmas Tree is being cut out of the Sweet Home Ranger District and are going to take it on a road trip and will be in Detroit on November 12<sup>th</sup> from 5 to 7 PM. That the local tourism agency is kind of behind it. Discussion followed.

8.7. PC Recommendation: RV/Tent Amendments (may be tabled if necessary) – Councilor Manthe moved to table the recommendation until September, motion was seconded, all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed.

**9. NEW BUSINESS**

9.1 Outdoor Mass Gathering Permit: The Cruz-In at the Lake: DLRABA – Councilor Manthe motioned to approve the permit and waive the fee, motion was seconded, all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed.

**10. CORRESPONDENCE** – City Recorder, City Clerk **10.1. Letters Sent** – None **10.2 Letters received** – Councilor Engle commented on 10.2.11. The dwelling on 150 Santiam. That she and Councilor Manthe submitted a dangerous structure issue on them and they reported back that they want to demolish it. Councilor Engle asked if council needed to move forward on the procedures for a dangerous structure or wait for what they propose to do. Recorder Pavoni stated they should go with what he is proposing, because we don't really have a dangerous structure it's an abandoned structure. Councilor Engle commented that she just wants to make sure we are honoring their desire, so after October 31<sup>st</sup> then we would need to follow up if any follow up needs to be done. Discussion followed.

**11. Update ADVISORY COMMITTEE REPORTS** - Federal Lakes Recreation Committee for Detroit Lake Next meeting Wednesday, October 17, 2018 at 6:30 PM – Gates Fire Hall

**12. ADJOURN** – Councilor Manthe motioned to adjourn at 12:56 PM, motion was seconded, all in favor; Ruyle, Engle, Trett, Sheppard and Manthe, motion passed.

Attest

Signed: \_\_\_\_\_  
James Trett, Mayor

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Christine Pavoni, City Recorder