



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, October 8, 2019**

CALL TO ORDER: Council President Shelley Engle called the meeting to order at 6:31 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Councilor’s Present – Julie Gunderson, Eric Page, Vickie Larson-Hills (in at 6:35), Shelley Engle, John Manthe and Greg Sheppard. **Absent** – Jim Trett with notice. **Staff Present:** Deborah Hastings City Clerk and Kelly Galbraith Deputy Recorder **Citizens Present:** Bob & Sandy Franz, Damon Faust, Ed Davenport, Loren Clark, Phyllis Wright, Lex Johnson, Ken Woodward, Seth Hedin, Debby Ruyle, Dean O’Donnell, Chris & Sara Tardiff and Terry Bonnett & Kevin Hills not signed in.

2. PLEDGE WAS RECITED

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

4. ANNOUNCEMENTS – None

5. APPROVAL OF MINUTES OF THE LAST MONTH – 5.1. City Council Annual Saturday Meeting of August 17, 2019 – Councilor Manthe motioned to approve the minutes of Saturday, August 17th, motion was seconded, all in favor; Julie Gunderson, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed.

5.2. City Council Regular Meeting of September 10, 2019 – Council President Engle stated these minutes would be presented at the November meeting as they are still in progress.

6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH – Councilor Manthe motioned to approve the bills, motion was seconded. All in favor; (5) Julie Gunderson, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, abstain; (1) Vickie Larson Hills as she had not time to review the bills, motion passed.

7. UNFINISHED BUSINESS

7.1. Rotating Meeting Schedule – Council President Engle reported the Federal Lakes meeting had been postponed. Damon Faust with the Fire Department reported the new rescue was brought down and the only cost was the registration fee. They received it through the Federal Exchange Repurpose Program, and it needs a little work but will become their all-season vehicle. He added that they are also in the process of owning their own extrication equipment. He reported that ISO, that dictates what you pay on house insurance is coming through next week to begin that process. Damon reported that the grant that has paid for himself and Seth to be here is coming to an end, that there is still a chance that FEMA will approve that but they are not too optimistic. What that means to the District is they will see a shift in the level of training and the number of responders they will have available. Discussion followed. Ken Woodward reported that the North Santiam Sewer Authority, selected an Engineer, Keller & Associates, and that those that didn’t get it have seven days to contest. He said the intergovernmental agreement creating the North Santiam Sewer Authority should be supplied to the council in November and that council will need to pass a resolution, then they can go after the money. Council President Engle added that the website is updated and has all sorts of information for the public. Dean O’Donnell reported that DLRABA would have their meeting on the 19th. They just had the Cruz-In on Labor Day weekend, which was in conflict with some other clubs, so they had a total of under 20 cars. That it is the same struggle on how to get more participation. They had the same problem with the bike event this year, it was wet and cold. They had 15 riders make the 72-mile trip. He thanked the Fire Department for helping out with the event.

7.2. ATV Ordinance Violations – Council President Engle reported this would stay on the agenda for continued issues, but that things have been really quiet.

7.3. Road Dedication 105 Patton Road - Council President Engle stated the land swap on Patton Road is close. As of today, we have not received a draft, that we hope to be getting the rest of the stuff from COG to finish up. Deputy Recorder Galbraith said an email was received today from Renata and Christine would be looking at that.

7.4. Ballot Measure for Charter Change – Council President Engle reported the measure to allow a third part time resident to serve on council would be on the May 2020 ballot.

7.5. Anderson Memorial Park Improvements – Council President Engle said this was tabled last month due to the fact that Councilor Sheppard wasn't here and they felt that he had the most input and knowledge about it. She said they wanted to talk about some of the complaints, that the issues were ways they could move forward to make the memorial grove look a little more consistent and a little less cluttered. Councilor Sheppard referred to a memo from last month, that said although the site was edited, it should have said dismantled and taken to his driveway. That the city actually spent city dollars to undo a whole bunch of volunteer work to put in his front yard while he was gone. He asked if there was a directive at the September meeting to put it in his driveway. Deputy Recorder Galbraith responded that we didn't know any of that happened. Loren Clark stated that he spoke to Rick (street maintenance personnel), while he was there and he said a city employee asked him to come down and tear that stuff down. Greg commented it is this kind of stuff that kills the spirit of volunteering. Councilor Page asked who directed that be done. Deputy Recorder Galbraith explained that she thinks the thing is, it's the city right of way and we are grateful to the volunteers, but none of this was brought to the city first. Comments were heard from Loren Clark, Phyllis Wright and Lex Johnson being upset because of the things being removed from the memorial park that honored Howard Anderson. After discussion, Councilor Sheppard was asked to look at when it would be appropriate to put the flag and lights and whatever else back in the spring and to come talk to the city before doing so.

7.4. Public Works Building Restoration – Council President Engle read memo from Deputy Recorder Galbraith. Six RFQ's were sent out, only one came and looked at the building but did not turn in a quote. Staff is applying for a USDA Community Facilities Grant, if eligible we would receive \$27,500. The pre-application is being worked on but staff will not be able to submit it until council decides to replace or repair the public works building. The cost to repair the building, replacing the building with a pole building and replacing building with a metal building were also included in the memo. Discussion followed about the cost of tearing the building down. Damon (Fire Department) commented that it is also possible that they could burn as a training that would cut down on some of the cost. Councilor Manthe motioned they repair the existing building and apply for the grant, motion was seconded. Councilor Larson-Hills commented that DEQ requires a specific type of testing before tear down and if they find hazardous material then it is costly because then they have to come in and remove all that. Councilor Page strongly opposed to making a decision and suggested they assign a committee to work on the details. Councilor Manthe rescinded his former motion and motioned they create a committee to look into this and give a report within 30-days. Councilor Page stated we need a committee to get together and set some guidelines as to what they need to do and make some decision on this thing on what the real money could be. Council President Engle stated the motion on the floor is to create a committee that would include city councilors and citizens to make some decision on what should be done with the building and present a report to city council at the November meeting, motion was seconded. After discussion the following people volunteered to be on the committee. John Manthe and Greg Sheppard councilors volunteered as did Ed Davenport, Chris Tardiff and Damon Faust citizens, Kevin Hills and Dean O'Donnell planning commissioners. Council President Engle called the vote, all in favor; Julie Gunderson, Vickie-Larson Hills, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed.

7.7. Code Amendments – Council President Engle reported that the RV code amendments were referred back to the planning commission and they will be convening on October 22nd, and because the issue raised a lot of attention from the public, the city has been advised to consider holding work sessions by

adding two or three citizens that are for the amendments and citizens that are against, to the planning commission table to work on these code amendments. Motion was made by Council President Engle that they advise the planning commission to create work sessions by adding both pro and against citizens to the discussion to work on the RV code amendments, motion was seconded, all in favor; Julie Gunderson, Vickie Larson-Hills, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed.

8. NEW BUSINESS

8.1. Snow Removal Contract – Council President Engle reported that the snow removal contract is the same as last years. Councilor Page motioned they approve the snow plowing agreement for 2019-2020 with Siegmund Excavation, motion was seconded, all in favor; Julie Gunderson, Vickie-Larson Hills, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed. Engle stated that it is important to recognize that Siegmund's will be plowing the streets, not our driveways.

8.2. New Business 120 Detroit Avenue North - Council President Engle reported complaints were received about this new business being developed. The issues being there is an apartment being occupied above the vacant business and the color of the building not meeting the requirements of the Detroit Avenue Design Standards. She stated that council received a statement from Mr. Paul O'Donnell regarding the status of the building and the business and asked if there were any questions, there were none. She said pictures were included in their packets based on color choices of what the Detroit Avenue Design Standards indicates. It has to be a natural color, and the color that was selected was a gray, which is a natural color. Councilor Page motioned that council has been made aware of the concerns. Clerk Hastings stated this does not need a motion, it is for their information only. Councilor Larson-Hills commented that in Paul's letter he stated he would be having a soft open then a grand opening in May. Dean O'Donnell explained with a soft open you don't advertise, you put an open sign on the door, which will give the employees time to learn how to do the job correctly making coffee, etc. The winter hours will be short and the summer hours long. Dean also commented on the definition of a natural color in the code, that it needs to specify what colors are acceptable. Councilor Page stated, since this does not need a motion, he would like to withdraw his motion.

8.3. Maintenance Job Descriptions – Council President Engle reported that Rick Morgan has resigned from the street maintenance position to go into full retirement. He has done a really great job and we are really going to miss him. Brenda would like to take on some extra hours and to remain in part time status she can add on 9-hours per week working for the street department. She would be doing 20-hours for park, 9-hours for street and 2-hours for water rounds with a total of 31-hours per week. The street maintenance position, not including Brenda will offer 16-per week. Councilor Manthe motioned to approve the job descriptions, motion was seconded. Council President Engle verified with Councilor Larson-Hills that the personnel committee went through the job descriptions, Councilor Larson-Hills stated they didn't have any proposed changes, that they had just reviewed these last summer. All in favor; Julie Gunderson, Vickie Larson-Hills, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed.

8.4. HBH Progress Report - Council President Engle added this item to the agenda. She asked they all read the progress report and they would go through it next month.

9. CORRESPONDENCE – Council President Engle stated in letters received there was a request to help fund their grad night from the Santiam High School, and asked for discussion about it. Clerk Hastings stated that after discussing this with Recorder Pavoni, she said the city normally does not donate toward these kinds of things.

> Council President Engle also inquired about a letter received from the surplus, that we contribute into or buy into it for \$39 a year, if that's what we have. Clerk Hastings responded this is a different program than what we have, that we don't pay

10. COMMISSION AND MAYOR'S REPORTS

10.1. Mayor's Report – No report Mayor absent

10.2. Police and Safety Commissioner's Report – Julie Gunderson reported she met with three Marion County Sheriff's on the 20th. She and they think the best way to have more protection up here is to form a Upper Santiam Canyon District that would put us separate from the rest of the Districts. We would get a dedicated Sheriff for this area. That Detroit can't do this alone, but if we can get Idanha, Breitenbush and the Federal Forest together with us we can form a district that would incorporate everybody up here.

For Idanha it would include both Marion and Linn Counties. She said the first thing we need to do is get our code enforcement department trained and certified. She joined the Code Enforcement Association and they will train and certify us and then we would be legal and official to do code enforcement, then the Sheriff could actually go with us on code enforcements. Julie stated as far as how much and how we would support it, doesn't have to be done through a vote, there are other ways to do it, such as council can charge a monthly fee just like water or sewer, for public safety, because it is a necessity that the city should be providing. Discussion followed.

10.3. Street Commissioner's Report – Greg Sheppard reported that we are still waiting to hear on the SCA grant from ODOT, may hear something in November. He said we received a bunch of various signs that need to be put up, that it may be awhile before we get them all in place.

10.4. Water Commissioner's Report – John Manthe reported on water use and consumption for the month of September. Meter were read on September 30 and two leaks were found on the customers side and they were notified. Water unaccounted for and water use both went down, and the meter on Humbug has been moved and the leak fixed. Terry Bonnet and Debby Ruyle inquired about the ODOT water line leak, as to if they are paying for the water usage from the leak and where the meter is located. Clerk Hastings stated that the leak is on the city's water side from the pipe that is suppling water to the ODOT property, which was an agreement the City and ODOT made a long, long time ago, and the meter is located on the ODOT property.

10.5. Building Commissioner's Report – Shelley Engle reported in two months' time, we have had eight various permits requested for mechanical, electrical, plumbing and building. She asked about a permit that was withdrawn from the old school property. Clerk Hastings stated she thought it had something to do with the septic. Shelley commented there is so much building going on, especially up on the side of town in the hills and there is a lot of stuff for sale as well.

10.6. Parks & Rec Commissioner's Report – Eric Page stated the park looks a lot better, that the weed control is happening. The Can Can club is going to be planting some trees towards the end of the month, that they are providing. He said the park benches didn't get stained because of the weather changing so quickly. There was discussion regarding the benches sinking into the ground and the damage it would cause. Councilor Page asked that Brenda be asked to get a count as to how many concrete pads we would need to get the benches elevated for the winter so they don't rot. Councilor Manthe stated he had the concrete blocks and Bob Franz said his neighbor had a bunch of 12 by 2" pads, he might want to get rid of. There was discussion about getting the benches stained and put in the bus barn to dry. Chris Tardiff commented that maybe they were put in the ground on purpose so they don't move and suggested we investigate. Eric also reported we had a trade out with our 2019 Kawasaki mule. When we did our loaner agreement it was for three months. That they didn't have any of the larger ones in stock yet and because our loaner agreement ended when it did we ended up with a smaller one which is a problem. He suggested the city may have to consider buying one for a couple of reason. The loaner agreement changes with the model and if there are a few things we need to add to our mule so our employee is not getting wet, we can't be spending \$300 or \$400 worth of side curtains every time we trade out. He said they cost from \$13 to \$15 thousand dollars. If we did another loaner deal on the one we need, the price gets reduced about \$1,100 dollars. That the best deal he thinks for the city is next time get the loaner deal and know at end of that we're going to buy it. He said they will be having to continue further discussion about a permanent side by side whether it be a used one or the loaner program with the intention of buying it.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett, absent

10.8. Commissioner At Large – Vickie Laron-Hills, no report

10.9. Planning Commission – Kevin Hills, In Recess until October 22, 2019

11. PUBLIC COMMENTS – None

12. ADJOURN – Councilor Manthe motioned to adjourn, motion was seconded all in favor; Julie Gunderson, Vickie Larson-Hills, Eric Page, Shelley Engle, John Manthe and Greg Sheppard, motion passed. Adjourned at 8:23 PM.

Signed:

Attest:

