



**DETROIT CITY COUNCIL  
Regular Meeting Minutes  
Tuesday, September 10, 2019**

**CALL TO ORDER:** Council President Shelley Engle called the meeting to order at 6:30 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

**1. ROLL CALL – Councilor’s Present** – Julie Gunderson, Eric Page, Shelley Engle, John Manthe and Jim Trett in at 6:53 PM. **Absent** – Vickie Larson-Hills and Greg Sheppard with notice **Staff Present:** Deborah Hastings City Clerk and Kelly Galbraith Deputy Recorder, **Staff Absent:** Christine Pavoni City Recorder **Citizens Present:** Bob & Sandy Franz, Lyn Schultz, Damon Faust, Dean O’Donnell and Chris & Sara Tardiff.

**2. PLEDGE WAS RECITED**

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

**4. ANNOUNCEMENTS –**

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

5.1. City Council Regular Meeting and Joint CC/PC Public Hearing of July 9, 2019 – Councilor Manthe motioned to approve the July 9<sup>th</sup> minutes, motion was seconded. Councilor Page asked why the July minutes were not ready at the August meeting. Clerk Hastings reported that the office had been busy and just didn’t have time to finish them. Councilor Page voiced concerns of not having the July minutes at the August meeting. That it created a big issue because of the Mayor not having anything to tract from. There were areas of the code amendments that should not have been opened back up for discussion, which worked the crowd up. That council needs to have all information available to them to make sure they deal with the public in an upfront manner. He also commented in regards to several councilors conduct that also worked up the crowd. All in favor; Julie Gunderson, Eric Page, Shelley Engle and John Manthe, motion passed.

5.2. City Council Annual Saturday Meeting of August 17, 2019 in progress

**6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH** – Council President Engle reported that Christine is out on medical and bills would be done when she gets back, which two councilors can sign.

**7. UNFINISHED BUSINESS**

7.1. Rotating Meeting Schedule – **Fire Department** Assistant Chief, Damon Faust reported they are currently shifting to their lower call volume. That they have a volunteer pool of twelve active members and are averaging two per call, most calls they actually have four and no where were they not able to respond. He said as we push into the slow season, they will start shifting their focus to training and went through what training they will be doing. They had a total of four fires this year, two structural and two grass/brush fires. He said they have some needs and will express those needs to the city as they formulate them. Dean O’Donnell commented that at the last meeting the situation with the engine was brought up, that it’s not in very good shape as far as storage. With us looking at renovating the maintenance shed, he felt the city ought to look at the possibility of putting a stall in for the Fire Department. Damon responded that Will (Fire Chief), has been talking to the Mayor about that. Housing their apparatus here is one of their main issues and explained why. Councilor Engle reported on the **Sewer meeting**. They are very close to finalizing ORS 190 to establish that they will be the North Santiam Sewer Authority (NSSA). She said they posted the RFQ, the proposals to be received from Engineering firms, as to the system they would propose to them. They are due today and then they will

go through them and do the point system to evaluate the quotes at a meeting on the 24<sup>th</sup> to make the decision. Next meetings; Sewer Meeting October 1<sup>st</sup>, Federal Lakes October 9<sup>th</sup>, DLRABA October 19<sup>th</sup>.

7.2. ATV Ordinance Violations – Council President Engle stated this would stay on the agenda for continuous discussion.

7.3. Road Dedication 105 Patton Road - Council President Engle reported maps and documents were submitted to Renata at the COG to get this finalized. That it looks like we're getting close to finishing the land swap of the Patton Road property so that we can get the water main done. There was discussion on the cost of the survey that had to be done.

7.4. Ballot Measure for Charter Change – Council President Engle stated that they had decided to run this ballot measure to add a third part time resident for council, it will go on the May 2020 election as it will not cost us anything to do it at that time. Staff will be working on that at the beginning of the new year.

7.5. Anderson Memorial Park Improvements – Council President Engle stated that this was discussed at the last meeting and the question was, if this was a city park or something else. That she sees in reading the information, we found out that it is on city right of way as is the space by the welcome to Detroit sign. Because of that, there is a lot of history on the memorial park. Point is, complaints were made and will still have to be addressed between council and staff and could potentially be a discussion at some point in the future if they want to make that that a city park or simply stay a right of way. She suggested council read the information completely to get a sense of what they think it should be and ready to discuss it at a later time, perhaps at the October meeting they can discuss this when Councilor Sheppard is present would be helpful. She thanked all the volunteers for taking care of it and caring about it and find it to be an important value.

7.6. Public Works Building Restoration – Deputy Recorder Kelly Galbraith reported requests for quotations were sent out, and there is a contractor coming in on Thursday to look at it. She stated that she felt this should be taken care of because our workers are out there in the cold and wet. When we get those quotes back then council can decide if it's even possible to do it now because the weather is changing. Once we get those quotes back, they will know if they want to repair it or replace it. She went through HBH Engineer's report of the testing they did on the building. Councilor President Engle asked that the quotes be sent to council as soon as they come in so they know what they're looking at before the meeting. Kelly said the deadline is on the 17<sup>th</sup>. Discussion followed about the cost of replacing the building or restoring it.

> Mayor Trett arrived and took over the meeting, 6:53 PM.

7.7. Code Amendments – Mayor Trett stated in front of them is the council decision that was dated August 17, 2019. The RV component was not included because it was referred back to the planning commission for review. This is for their information only.

## **8. NEW BUSINESS**

8.1. National Preparedness Month Proclamation- Mayor Trett stated we were to late to honor home inventory week, but it is never too late to work on personal safety issues and to recognize National Preparedness month 2019 this September. He read the proclamation in full.

> Clerk Hastings stated that she needed clarity if staff was instructed to look into the cost of a new building. After discussion, instruction is to get the cost of having a pole building put up by a contractor and the cost of removal of the existing building.

**9. CORRESPONDENCE** – City Recorder, Deputy 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 he attended the Emergency Management Advisory Council on September 8<sup>th</sup> in Salem.

10.2. Police and Safety Commissioner's Report – Julie Gunderson reported Christine has made a template for photo ID's for code enforcement officers so when they go on a call people know who they are. She said she has talked to several law enforcement, Lieutenant, Sergeant and Deputy in Marion County and is trying to get a meeting set up with the Lieutenant of Eastern Marion County District. Julie asked if council is interested in having them come to a meeting or meet on an individual basis. She said

that LOC is thinking about doing training on code enforcement for cities that she thinks we need to have that, and we really should be certified.

10.3. Street Commissioner's Report – No Report Greg Absent

10.4. Water Commissioner's Report – John Manthe reported on water use and consumption. He said meters were read on August 30<sup>th</sup> and there were a lot of high users likely due to watering.

10.5. Building Commissioner's Report – Shelley Engle did not receive a report from Marion County. The Sub-division is moving forward. She reported that the broadband that has been talked about was approved in Oregon but not in our area.

10.6. Parks & Rec Commissioner's Report – Eric Page reported the park is looking a lot better. The Can Can Club has come forward asking permission to fund the cost of adding 3 to 6 shade trees for the city park by and around the picnic area, that they want to buy them as large as possible, as budget will allow. Kevin Hills has agreed to dig the holes at no charge and be planted by the club, all volunteers, and the trees will have stakes to hold them up. Council agreed that the trees should be planted around end of October. Eric talked to council about needing to buy a plastic universal wrap around that attaches to the side by side, as the weather is changing. Councilor Page made a motion to purchase a side and back lasket for the side by side that we currently are on loan with for a maximum of \$300.00, motion was seconded, all in favor; Julie Gunderson, Jim Trett, Eric Page, Shelley Engle and John Manthe, motion passed. Councilor Page motioned to accept the Can Can Clubs donation of the shade trees for the city park, motion was seconded, all in favor; Julie Gunderson, Jim Trett, Eric Page, Shelley Engle and John Manthe, motion passed. Signage was discussed, Kelly stated the signs have been ordered.

10.7. Emergency Preparedness Commissioner's Report - No report

10.8. Commissioner At Large – Absent

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

**11. PUBLIC COMMENTS** – Mayor Trett stated they need to go back and make a motion to refer the RV portion of the code amendments back to the planning commission. Councilor Engle so moved, motion was seconded, all in favor; Julie Gunderson, Jim Trett, Eric Page, Shelley Engle and John Manthe, motion passed.

**12. ADJOURN** – Councilor Manthe motioned to adjourn, motion was seconded, all in favor; Jim Trett, Eric Page, Shelley Engle and John Manthe, motion passed. Adjourned at 7:38 PM.

Signed:

Attest:

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James R. Trett, Mayor

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Kelly Galbraith, Deputy Recorder