



**DETROIT CITY COUNCIL
Regular Meeting Minutes
Tuesday, July 14, 2020**

CALL TO ORDER: Mayor Jim Trett called the meeting to order at 6:30 PM at City Hall, 160 Detroit Avenue N., Detroit, Oregon.

1. ROLL CALL – Councilor’s Present – Eric Page, Vickie Larson-Hills, Julie Gunderson, Jim Trett, Greg Sheppard, John Manthe, and Shelley Engle. **Absent** - None **Staff Present:** Kelly Galbraith City Recorder and Heidi Lamb City Clerk **Citizens Present:** Jessie Keifer-Layman, Don Tesdal, Damon Faust, Rob Henry, Michelle Tesdal, Bob & Sandy Franz, Kevin Hills
By Phone- They weren't announced

2. PLEDGE WAS RECITED

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

4. ANNOUNCEMENTS- Three special speakers, Rob with HBH wanted to give an update on the water project moving forward. The contractors have been better-behaved. Part of that is because they have reduced the number of crews working, another part of it is the fact they had some issues with compaction and water lines not passing leakage tests. At this point they have all the water mains put in except for a little bit on D St. and Forest looks like about 150ft water main left to put in. They still have two bores to do. The bore at Forest and the ODOT bore, and a lot of clean-up work to do. Rob stated that he had talked with Del from R & G this afternoon, and he plans to finish lowering all the services that were not put at the correct depth, also plans on paving August fourth on all the paved streets that they have put a water main down. The holes on 2nd St. will be dug out and repaired. At this point, the only change order that we anticipate is for the stripping on the roads. For the meter install, HBH has sent out a request for bids from 6 contractors. Discussion followed regarding the timeline of the asphalt and material’s being used and when it is going to be starting. Rob brought up the lack of funds on hand that’s needed in the amount of \$30,000 for the inspector that has been overseeing the project. Discussion followed. John Manthe motioned to authorize the expenditure of \$15,000.00 from the loan fund with the provision that staff contact the City attorney. Councilor Sheppard seconded the motion,

all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

4.1 Lisa Trauernicht, Marion County Commissioners office stated the county just became eligible through HUD for community development block grant funds, and those funds currently come through the state of Oregon for all of our towns and cities. Detroit is now eligible for its own program with the planning of that program we need to get the cooperation agreement signed to participate in the program. Discussion followed, regarding the programs and the requirements to participate. Discussion followed, Councilor Engle motioned to sign Cooperation Agreement for Community Block Grant Funds for three fiscal years starting 2021

to 2023, Councilor Larson-Hills seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

4.2 Elizabeth Smith – Neighborhood Elizabeth Smith was not able to come. Jessie Kiefer stated that she and Elizabeth have been discussing starting a neighborhood association to get more involved in the community. Discussion followed.

5. APPROVAL OF MINUTES OF THE LAST MONTH- Councilor Gunderson pointed out that there was a typo on the June 9th meeting minutes. The annual August meeting is scheduled for August 15th, 2020, but was typed as August 25th. Discussion followed. Councilor Page motioned to approve the amended June 9th minutes, Councilor Sheppard seconded the motion all in favor: James Trett, Shelley Engle, Greg Sheppard, John Manthe, Eric Page, Vickie Larson Hills, Julie Gunderson, motion passed.

Mayor Trett asked if we have a motion to approve of the Special Session Minutes for June 11th, 2020.

Councilor Manthe motioned to accept the minutes, Councilor Page seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson Hills, Gunderson, motion passed.

6. APPROVAL OF THE BILLS PAYABLE LIST FOR CURRENT MONTH-

6.1 Motion to approve bills not raising a conflict of interest. - Councilor Manthe motioned to pay the bills Councilor Sheppard seconded to pay the bills all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

6.2 Motion to approve any bills, which have raised a declaration of Conflict of Interest. None

7. UNFINISHED BUSINESS

7.1 Rotating Meeting Schedule – Fireboard Thursday, August 13th, Federal Lakes July 15th has been canceled. DLRABA quarterly meeting on July 18th.

7.2 Public Works Building Restoration- Tabled

7.3 Community Prosperity Initiative and Canyon Project – City Recorder Kelly Galbraith reported that we have received some of the money and that we need to schedule a meeting via zoom. Also, Kelly asked do we still want the shelter? Discussion followed Mayor Trett and Councilor Engle stated yes, we do want to use the money for the shelter. Councilor Engle informed Kelly that when she finds out the date for the meeting to let Councilor Engle know she stated that she is interested in joining the meeting. Mayor Trett stated that he believes that all council is interested.

Dean O'Donnell reported that they are doing the fishing derby and it will be a virtual fishing derby.

ALL TABLED UNTIL FURTHER NOTICE

7.4 Council Commissions Duties- Mayor Trett reported that all the council members have a copy of the Council's commissions duties. Mayor Trett asked if they have any questions. Councilor Engle stated that on her duties as the Building Commissioner that there is no requirement for her to sign off on building permits. Mayor Trett suggested that the Building Commissioner or her representative which will be appointed by the Building Commissioner to sign off on the building permits. Discussion followed, Mayor Trett asked if there is a motion to accept the council commission's job duties. Councilor Manthe motioned, Councilor Larson Hills seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

7.5 Response from City Attorney Regarding Code Enforcement Officer Job Description- Tabled

7.6 Quotes on Portable Room Divider – Councilor Engle brought in four samples of fabric for the council members to decide on. Council decided to go with the color lake for the room divider. Discussion followed regarding price and shipping cost. Mayor Trett asked if we could have confirmed figures for the cost of shipping, and the dimensions City Recorder Kelly and Councilor Engle to continue working this out.

7.7 ATV Ordinance – Mayor Trett reported that we did send out a letter with the ATV ordinance also some community members that are starting the neighborhood association was passing them out. Councilor Engle suggested that we install a bollard on the walking path to the lake. Discussion followed

Mayor Trett reported that we are having a problem with sanitary wipes being put in the toilets in the bathroom. City Recorder Kelly reported that in two weeks that we have spent over a thousand dollars for Roto-Rooter to come out and clear the toilets. Also, signage has been put in the bathrooms and if it keeps happening, we will have no choice but, to close the bathrooms. Councilor Page asked if we could put trash cans in the bathrooms for the sanitary wipes. City Recorder Kelly said she will get some this week. Discussion followed. Councilor Page suggested that we have some kind of identification for the ATV's in the City of Detroit. Discussion followed ATV ordinance to be on the agenda for next month's meeting.

8. NEW BUSINESS

8.1 Rural Broadband Capacity Program Funding Through Business Oregon- Mayor Trett reported on an update from Danielle regarding the grant application for broadband fiber development. Councilor Engle explained the grant and its process, Discussion followed.

8.2 HBH Progress Report - Mayor Trett stated that we discussed this earlier in the meeting.

8.3 Approval for Placement of Porta-Potty on Undeveloped lot – Mayor Trett reported that the City has a request for a porta-potty on 230 Kinney St. Mayor Trett asked if there is a motion, Councilor Larson- Hills motioned to have a porta-potty for the summer Councilor Sheppard seconded the motion. Discussion followed, regarding the amount of time that a porta-potty should be allowed to be placed on an undeveloped lot. Motion failed 3 Aye and 4 Nay. Mayor Trett, Councilor Larson-Hills, Councilor Sheppard where the Aye. Councilor Engle, Councilor Page, Councilor Manthe, Councilor Gunderson Nay. Mayor Trett asked if we have a new motion, Councilor Engle motioned to approve the request for a chemical toilet from whenever they first requested it to begin to thirty days afterward. Discussion Followed regarding the date for the toilet to be removed. Councilor Engle motioned to grant a permit for a porta-potty at 230 Kinney St. from July 14th thru August 15th, 2020. All in favor: Trett, Engle, Sheppard, Page, Larson-Hills, Gunderson. Opposed Manthe, motion passes 6 to 1.

8.4 Pay Request- for Clean-Up of City ROW – Mayor Trett stated that we received a letter from Ed Bowman requesting payment for cutting brush, cutting limbs and clean up on City right of way. Discussion followed, Councilor Page motioned to deny making any payment as well as send Mr. Bowman a letter stating that we appreciate his volunteerism with the City, Councilor Manthe seconded the motion. Discussion followed all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

8.5 League of Oregon Cities 2021: Legislative Agenda-Rate Top Four Legislative Priorities- Mayor Trett asked if all the Councilors could fill out there four top priorities and give to Kelly by the end of next week so she can submit it by August 7th, 2020.

8.6 Housing of Fire Truck in City of Detroit's Public Works Building- Mayor Trett, reported that City staff has provided a list of what the space is being used for, Mayor Trett stated that he would like to wait on this decision until the Kubota is in the public works building. City Recorder

Kelly stated that the fire truck would take up one whole bay. Damon Faust informed Council that the City Hall building would be freed up. Also, anyone working in Public works building should come by and see how they have the fire department in Idanha and see how it's set up and organized. Also, there are four in district volunteers in Detroit so, if the fire truck was housed at the Public Works building there would be volunteers available to use it. During the 4th of July weekend, we had 9 in-district volunteers and we ramped up staff. We had a heavy presence in town. The fire department plans on putting a line item in their budget to start their grant contingency plan to be able to apply for a matching grant to be able to build a firehouse hopefully within the next ten to fifteen years. Discussion followed regarding the exhaust that the Fire engine would emit and the safety of the City employees. Councilor Manthe motioned to enter a contract with the Detroit-Idanha Fire Department to allow the station of a Fire engine at the Public Works Building with the proviso that we have the option to remove it if necessary. Discussion followed regarding charging the Fire Department rent for that space also, the equipment and things in the Public Works Building plus the possibility of Detroit being cut off from the Fire Department if there was an accident on Hwy 22 between Detroit and Idanha. Councilor Page motioned to move this to the August 15th meeting with Council visiting the sight to see if it is feasible. Seconded Councilor Sheppard all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

9.1 CORRESPONDENCE – City Recorder, City Clerk

9.1 Letters Sent – Councilor Engle asked the City if the Councilors could be emailed the letters sent.

9.2 Letters received:

10.0 COMMISSION AND MAYOR'S REPORTS- Jim Trett reported continuing to meet weekly on the phone or teleconference with the league of Oregon Cities. They do a weekly report for the Mayor's office, OHA, Oregon Emergency Management, National League of Cities it's an ongoing update on what's going on. The National League of Cities is pushing Congress for a bailout for small cities. There is money coming for the State where we can recoup from some of our losses the TOT money that we are not getting because of a decline in registration anything else we can combine there will be money available from the State. The National League of Cities is trying to find more. We will continue to have meetings with the County Commissioners. The County Commissioners are having one on Thursday they do updates for the County.

10.1. Mayor's Report –.

10.2. Police and Safety Commissioner's Report – Julie Gunderson reported that we did have Sheriff's coverage up here on Friday and Saturday for the 4th of July weekend she didn't hear anything from the Sheriff's. Julie stated that she only had one after-hours call from Ken Woodward. June 17th there was a Municipal court hearing that is going to be continued to July 15th. Julie will be present as well as Kelly.

10.3. Water Commissioner's Report – John Manthe reported that Rob from HBH reported on the water project. The total water consumption was 2,862,000 gallons that's 95,000 gallons a day that's an increase from last month of 7% and an increase of 8% from last year. We got 8500 gallons from Breitenbush. Mackey Creek we received 3,218,000 gallons. Water unaccounted for is 471,000 gallons.

10.4. Street Commissioner's Report – Gregg Sheppard reported that he put in for ODOT small City allotment grant for next year, to pave Scott St down Kinney Ave. He is also waiting for the final survey maps for the project on Forest Ave. He wants to get the walkway bid in and get it ditched out and eventually pave the whole thing. That way we can encourage pedestrian traffic from east Detroit into town.

10.5. Building Commissioner's Report – Shelley Engle reported that we had 5 building permits in June. Four new builds and one for electrical and mechanical.

10.6. Parks & Rec Commissioner's Report – Eric Page reported that the sprinklers have been reset at the park. The lawn at the park was fertilized a couple of days ago.

10.7. Emergency Preparedness Commissioner's Report – Jim Trett reported that he had an emergency management advisory council meeting again by phone once a month.

10.8. Commissioner At Large – Vickie Larson-Hills reported that she was happy that the 4th of July weekend was quieter downtown. She stated that she thought that the police did a good job.

10.9. North Santiam Sewer Authority - Shelley Engle reported that last month Gates signed the IGA and that herself and Ken Woodward were appointed as well as 2 in Mill City, 2 in Idanha. However, Gates was unable to decide who to appoint. When the North Santiam Sewer Authority had their meeting on July, 2nd we decided to wait for Gates one more time to appoint 2 people to the North Santiam Sewer Authority. Without Gates, we basically will be short two people that could potentially be elected to the board all they need to elect is 1 council member and 1 community citizens, or just 2 community, citizens. In August we will elect a board with Gates representative or not. We don't have to have an elected board member from each city. So, in August we will have an elected board and the appointed people. We have already sent the IGA to the State so we are officially the North Santiam Sewer Authority now.

10.10. Planning Commission – Kevin Hills informed Council that the Planning Commission is still on recess.

11.PUBLIC COMMENTS- None

ADJOURN- Councilor Manthe motioned to adjourn Councilor Larson-Hills seconded the motion at 8:55.

Signed:

Attest:

James R. Trett, Mayor

Kelly Galbraith, City Recorder