



DETROIT CITY COUNCIL
City Council Annual Saturday Meeting Minutes
Saturday, August 15, 2020

CALL TO ORDER: Mayor Jim Trett called the meeting to order at 10:05 AM 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, Bill Monahan City of Detroit’s Attorney. **Citizens Present:** Christina Brooks, Don Tesdal, Erica Grogg, Erin Lawrence, Paul Kittleson, Todd Smith, Monte Runkle, Dean O’Donnell, Will Ewing, Joe Darby, Debby Ruyle, Bob Franz, Chris Tardiff, Pam & Ron Lierman, Ann Amundsen, Elaine DeGeorge, Brenda Owen, Keith Owen, Pamela & Mike Weaver, Andrew Siegmund.

By Phone-

2. PLEDGE WAS RECITED

3. DECLARATIONS OF CONFLICT OF INTEREST AND EX-PARTE CONTACT – Councilor Larson-Hills has a conflict of interest her husband Kevin Hills put in a bid on the water meter’s

4. ANNOUNCEMENTS- Mayor Trett reported that Zply Fiber will be in the area of Detroit as soon as December. Erin and Ericka from Zply fiber explained the transition from Frontier Internet to Zply Fiber and how they are going to bring high-speed internet to the Detroit and Idanha areas. Zply will be breaking ground on construction on October 1st. Ericka Grogg will be handling the project. They hopefully will be having early sign-ups on November 15th, 2020.

5. APPROVAL OF MINUTES OF THE LAST MONTH- Councilor Manthe motioned to approve the minutes from July 14th, 2020, Councilor Sheppard 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- Councilor Manthe motioned to pay the bills, Councilor Page seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson motion passed.

Mayor Trett informed the audience that he was on the phone because he forgot to turn on the conference call so people are listening in by phone and he is sorry that he didn’t get to it sooner.

7. COMMISSION AND MAYOR’S REPORTS-

7.1. **Mayor’s Report** – Mayor Trett stated that he was going to include the City’s legal counsel Bill Monahan in the Mayor’s report. Bill Monahan introduced himself. He also stated as you know COG has been going through a transition and, that Shawn Oday left the COG earlier this year. Renada Wakley has been serving as the acting executive director during this difficult time of COVID 19 the recruitment process is back on track we stopped the process due to the COVID 19, But now they sent out the advertisement went out a week or so ago. So,

they will review the applications somewhere in the first week of September. We should have a new executive director by the end of the year.

Mayor Trett wanted to thank the Marion County Sheriffs for their recent presence on Hwy 22. Sergeant Wilkinson informed Council and the public that officer Burnham is the traffic safety officer that has been working up here the majority of his shift. Officer Olsen is the marine patrol officer it has been a very busy year up here in Detroit since people don't have any concerts to go to or fairs or travel outside the country people are staying in the local area. Also, one of the tools we use is a car counter on the North Fork and in a week five thousand cars will go through the area. Officer Ferron is assigned to force patrol which he does help with calls within the community. When he is off shift the patrol has to come from south Salem. When there is a time delay that's where the officer is coming from since we don't have any local coverage. He stated that he sent the stats from July to August 8th and there is a page in half of the calls for service in the local area. A person from the audience asked if the Sheriff's staffing profile looks different in the wintertime? Sergeant Wilkinson said yes we lose an officer during the winter and we will be patrolling Willamette river in the wintertime officer Olsen will be patrolling all over the county. He also mentioned that there are three Sheriff staff up here year-round. Mayor Trett reported on the new sound system that we have today with the help from DLBRA and the Can Can group which each donated \$500.00 he also thanked Chris Tardiff for his help and donations of equipment. Mayor Trett also reported that since the last council meeting his activities have included calls on July 17th, 24th, 31st, and August 7th, 14th attending the League of Oregon Cities weekly conference call on COVID situation we get updates from the governor's office, Oregon Health Authority, Office of Emergency Management, National League of Oregon Cities. Which is trying to lobby for grant money from Washington to help small Cities that have lost money from TOT taxes. Mayor Trett reported that on July 16th he participated in the Team Salem meeting which is a tourism organization for the Mid-Willamette Valley and the North Santiam Canyon. On the 31st participated in Marion County Stay Core meeting. Which is the water commissioner giving updates on the County, then on August 6th and 7th Oregon's Mayor's Association video conference with lots of different presentations on a different number of topics on how we can do things better. August 14th Council had a brief work session over at the Publics works building to discuss the Detroit Idanha fire district placing an engine in that facility to cover the City of Detroit. We are well on our way to agreeing. We will be discussing that later in the meeting under new business.

7.2. Police and Safety Commissioner's Report – Julie Gunderson reported that this is the first month that we have had Police statistics ever since COVID started and, they are very eye-opening she pulled the stats from last July there was just regular activity. There was a total of 35 calls all year and this year there were 145 calls to the Sherriff. She also recommended that the City needs a full-time deputy in Detroit.

7.3. Street Commissioner's Report – Gregg Shepard reported that he put in for a small City allotment grant and he choose Scott Ave. because it's an important connector to east Detroit. Also, the bids went out for the Forest Ave. walkway and paving realignment project. Also, he is hoping to at least get the walkway on Forest Ave done considering how much of a safety issue that street is especially at nighttime. He mentioned the paving on the water project and he stated that he hopes that we get the streets paved before the rain season.

7.4. Water Commissioner's Report- John Manthe reported the total water consumption was 3,076,00 gallons average per day was 99,226 gallons. Last month's usage was 95,400 4% increase last year the usage was 111,468 11% decrease. We used 3,577,500 gallons from Breitenbush, 986,000 gallons from Mackey creek. Water unaccounted for is 936,000. There is no coli present in the water and 36 gallons of chlorine. The City park used 160,000 gallons for irrigation and the bathrooms. Work continues on the distribution lines. Water unaccounted for went down some but remains high due to construction.

7.5. Building Commissioner's Report – Shelley Engle reported that there was only one permit requested and a final finish on one commercial building. Things are very quiet here this summer.

7.6. Parks & Rec Commissioner's Report – Eric Page reported due to the bathrooms being plugged up due to sanitary wipes being flushed in the toilets we have had to close them due to Roto rooters costs. Also, there are porta-potties at the park and they will be there through Labor Day.

7.7. Emergency Preparedness Commissioner's Report – Nothing to report.

7.8. Commissioner At Large – Vickie Larson-Hills had nothing to report.

7.9. Planning Commission – In Recess

7.10. North Santiam Sewer Authority – Shelley Engle reported that the IGA was signed by all four Cities and sent to the State. Keller and Associates are handling the design of the project. She also informed the public that the North Santiam Sewer authority is a legal entity and they also have a website which is northsantiamsewer.net

7.11. PUBLIC COMMENTS- Don Tesadal spoke on his support for the fire engine being parked at the public works building. Debby Ruyle spoke of being in favor of the fire engine being stored at the public works building. Ron and Pam Lierman spoke about the continued noise disturbance on Clifford Ave. Councilor Engle asked if there have been any complaints to the City reported? Mayor Trett stated that yes there have been complaints made to the City and the people that are doing the noise disturbance have been cited and fines have been levied. Ann Amundsen spoke that this noise disturbance has been going on since mid-May and that she has filed a complaint every single weekend. Ann stated that she can't live this way it renders her house unusable. She isn't sure what her next step should be maybe file a lawsuit or sell her house. Her question for the City is there any way to be able to revoke their permits there needs to be another step that the City can take to enforce the noise ordinance. Ron Lierman played a recording of how loud the music is on his back porch for Council to here. Bill Monahan City of Detroit's Attorney informed the public that the individual has been fined \$1000.00. He also stated that the City might want to revisit the current noise ordinance that was written in 2006. He suggested that maybe having a graduated fee process. Since it is \$250.00 each violation maybe it's not getting their attention. So, what you may want to consider doing is have the first fine be \$250 but the second and third violation within a year. It could go up to something like \$500.00 that's all good for potential in having fines but, the ordinance says that if the fines are not paid they go on the municipal lien book which means those become debts to the City. They are only paid with the transfer of title of the property if someone asks if there is a lien on the property. He also did mention that there is always the possibility of private action. Councilor Engle asked if there is any law enforcement response that's possible? Seargent Wilkinson informed the council and public that under the Cities ordinance and the fact that they don't have a contract with the City they can't enforce the City ordinance they only can enforce county ordinance. If we have someone available based on a noise complaint if we have someone from up here or from the City depending on the call

volume they will respond to the call and ask them to be quiet. Then document that call and forward it to the City to be able to issue that citation as a professional witness. Mayor Trett directed to staff to figure out as quickly as possible how to amend our ordinance to a graduated fine schedule as recommended by the council and hopefully have that up for the council's approval. Christina Brooks spoke regarding the placement of a porta-potty on her undeveloped lot.

8.1. Planning Commission Application: Timothy Luke, Gina Audritsh, and Todd Smith.

Mayor Trett reported the three planning commission applicants. Councilor Manthe asked are the applicants here? He also said that he would like to hear from the applicants. Todd Smith introduced his self and his background as a sales manager for Comcast for 20 years also he has experience reading blueprints and running teams, and spent eight years in the United States army. Mayor Trett asked there were any other Candidates present at the meeting.

8.1.1. Council discussion following review of Planning Commission applicants-

Councilor Page asked if two of the candidates were running for council positions, Mayor Trett confirmed that is only one of the applicants.

8.1.2. Council Decision – Councilor Page motioned to appoint Todd Smith to the vacancy of Detroit City Planning Commission. Councilor Sheppard seconded the motion. **Discussion-** Councilor Larson-Hills explained the experience that Gina Audritsh could bring to the planning Commission. Councilor Manthe asked why isn't the applicant present? Councilor Larson-Hills stated that she is just reading the material and it's not a requirement to attend the City Council meeting. All those in favor: Trett, Engle, Sheppard, Manthe, Page, Gunderson, motion passed. Motion passes 6-1 with Councilor Larson-Hills voting no.

9. UNFINISHED BUSINESS-

9.1. Rotating Meeting Schedule- Fire Board moved there regular meeting schedule to every third Thursday of the month rotating odd months in Idanha and even months in Detroit. Detroit federal Lakes canceled. DLBRA meeting canceled. Debby Ruyle informed the public that if they want to volunteer with the Can Can group to come to see her.

9.2. Establishing Council Rules for the City of Detroit- **Tabled**

9.3. Community Prosperity and Canyon Project- Mayor Trett reported that the City is supposed to get money from Marion County \$30,000.00 the first year and \$15,000.00 for the next two years after. It is being slowed done due to COVID. Staff had a conference call with Jason Schneider and Brian Moreland from Marion County Economic Development. The City Council had a discussion and would like to spend the funds on a shelter at the City Park.

9.4. Response from City Attorney Regarding Code Enforcement Officer Job Description- **Tabled**

9.5. Portable Room Divider- Councilor Engle reported that we will be replacing the portable room divider from the company that we spoke about a month ago. Councilor Engle motioned to purchase two 13 feet screen flex room dividers for \$2530.00 plus shipping and handling fees. Councilor Larson-Hills seconded the motion. All those in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

9.6. ATV Ordinance - Golf Carts- Mayor Trett reported that we are still having problems. He stated that there has been an idea of possibly an operations permit for the ATV's which could be a permit tag number issued to help identify the ATV or Golf Carts. This ATV and Golf Carts ordinance can be done away with and they will no longer be allowed in the City of Detroit at all.

9.7. The housing of Fire Truck in the City of Detroit's Public Works Building- Mayor Trett reported that the City is preparing a memorandum of understanding and our Attorney will look at it as well as the Fire department to look at it. We are on track, the meeting last night at the Public Works building was very productive. He also stated that this is going to happen we just have to figure out how to make it happen. Will Uwing the Assistant Chief spoke to the Council about the history of the Idanha/ Detroit fire department. He also explained that with the fire department in Idanha that the cost for home insurance would not go up. He pointed out that with the fire truck being stored in Detroit it would make the response time much better. Also, that if for some reason there is a problem between Idanha and Detroit we would still have something down here to respond with. He also expressed that he appreciates the City's consideration.

9.8. Update of Approval for Placement of Chemical Toilet on Undeveloped Lot- Councilor Page motioned to extend the permit for the chemical toilet at 230 Kinney until September 10th, 2020. Councilor Sheppard seconded the motion. Discussion followed Councilor Larson-Hills stated that the Council should revisit this and come up with a standard. Councilor Page also agreed and stated that we are defiantly looking at the codes and that's a process. All in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

10. NEW BUSINESS

10.1. HBH Report- Mayor Trett reported that most of the water mains have been installed Hill/Mackey lane has passed all required testing. If connections have not already been switched over from the old system to the new system they should be soon. Several tie ins are still outstanding and have not been scheduled, but a firm schedule for them should be forthcoming. There are some substantial work items left to do on the waterline installation project. The most pressing issue is the pair of removal spool vaults that need installation near the water treatment plant. The list of major outstanding work includes: Installing the ODOT water service. Installing the highway crossing at Forest Ave. Pressurizing and testing the main under Front St. Connecting the two highway crossing bores to the mains under D St. and Forest Ave. Overlay all streets that have new water mains under them. The current plan is for them to start overlaying the streets on September 3rd. Discussion Followed regarding the time frame of the streets to be paved. The City Attorney discussed looking at the contractor's performance bond and putting the company on notice if they don't get the work down by the agreed-upon time. The performance bond is there in case you have to bring in another contractor to finish the job. He also stated that without looking at the contract this all the advice he can give. Discussion Followed about having enough time to get the streets ready to pave. Mayor Trett asked the Attorney if he could please send him something with the information that he shared with the City for a letter to the contract company. Councilor Page motioned to send a letter to R & G and our Engineering firm with a fixed timeline and the bonding company. Councilor Manthe seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

10.2. Anderson Memorial Grove- Mayor Trett reported that the church has offered to put in a water line from the church to the Anderson Memorial Park. Councilor Sheppard explained how much water it takes to water, he suggested that anything above the \$60.0 that the City forgives it. Councilor Larson-Hills reported that her husband Kevin Hills will donate any of the digging and time to make this project happen. Pastor Gregg reported that the church would supply the materials and make sure that the water spicket is turned off when it isn't in use for

the grove. Councilor Manthe motioned to put a water line in at the church. Councilor Sheppard seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

10.3. Approval of Notice of Intent to Award for Water Meter Installation- Mayor Trett reported that the water meter installation would be awarded to Olson LLC start August 30th and would take about 1 month. Councilor Engle motioned to approve the contract with Olson LLC to install the new water meters. Councilor Gunderson to second the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Gunderson, Councilor Larson-Hills makes an extension due to conflict of interest. Motion passes 6-1

10.4. League of Oregon Cities Service Line Warranty Program- Councilor Page motioned that we donate the \$100.00 to the City of the League of Oregon Cities. Councilor Manthe seconded the motion. All in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

10.4 National League of Cities Service Line Warranty Program- Mayor Trett reported that this program is for local residents it doesn't cost the City anything. If there was a water line to break on the customer's side to the meter this would cover it. Councilor Manthe motions to approve the program. Councilor Larson-Hills seconded the motion all in favor: Trett, Engle, Sheppard, Manthe, Page, Larson-Hills, Gunderson, motion passed.

11. CORRESPONDENCE – City Recorder, City Clerk, Financial Officer

11.1. **Letters Sent** – List for Your information Only

11.1.1

11.2. **Letters received:**

Todd Smith is sworn in on the Detroit City Planning Commission.

12. ADJOURN- Councilor Manthe motioned to adjourn at 11:56 Councilor Sheppard seconded the motion.

Signed:

Attest:

James R. Trett, Mayor

Kelly Galbraith, City Recorder