

Jim Trett, Mayor
Greg Sheppard, City Councilor
Eric Page, City Councilor
Tim Luke, City Councilor
Michele Tesdal, City Councilor
Todd Smith, City Councilor
Denny Nielsen, Councilor



City of Detroit, Oregon
City Council Reg Session
Minutes

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Kelly Galbraith, City Recorder

February 1, 2022
6:30 p.m.

Keizer Council Chambers
Via Zoom

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- I. **Call to Order** – Mayor Trett called the meeting to order at 6:30 PM.
- II. **Council Roll Call** – Present – Mayor Trett, Denny Nielsen, Greg Sheppard, Eric Page, Tim Luke, Michele Tesdal, Todd Smith. Staff Present – Kelly Galbraith and Michelle Connor.
- III. **Approval of Agenda** – Eric Page made a motion to approve the agenda, seconded by Todd Smith, all in favor, motion passed unanimously.
- IV. **Special Orders of Business** - Chris Eppley reported that he had a meeting with CPI today and they are preparing to do the trenching and undergrounding for the downtown area of Detroit. They plan to start work in July. We will be coordinating with them in relation to what kind of projects the county may be doing in relation to septic and sewer. We are also potentially looking at 3 phase power in that area also. They also discussed a number of customers that did not lose their homes in the fire that will not be covered under the funding they are receiving from FEMA to do the undergrounding. These customers will have the option to pay to have the work done while they are in the area. The cost is estimated to be around \$4500. There is also the possibility that with the state receiving a bunch of community development block grant disaster relief funds we may be able to put together a grant application to pay to have the rest of the community get

undergrounding done for resiliency for future fires. CPI's engineers are also working on the cost of 3 phase going up to the water treatment plant which could be covered under the \$3M the county was able to secure legislatively for the rebuild of the Detroit water system.

- V. **Public Comments** – Ken Woodward 1). Ken is concerned that the city continues to burn up by the water plant and there is no hydrant or fire-fighting equipment at the facility. 2) Ken said if you had heard Damon Faust lay out the problems that our fire department was facing after the fires and saw what Laura presented to the Santiam Canyon Wildfire Relief Fund there would never be a question about transparency. Ken wants to thanks to the fire fighters and volunteers. 3) He points out the “Public Comments” section on the agenda is important to the rebuilding and healing of Detroit community. He would like the city to post on Facebook and/or Nextdoor the proposed changed to the Ordinances or policies that the council will be voting on 10 days prior to the meeting. This would give the residents time to review the changes and have an opportunity to voice their concerns in public comment.

VI. **Resolutions, Orders and Administrative Action**

- a. Oregon Main Street – Sarah Allaben – Sarah recapped the Main Street Program. She would like to know if we would like to pursue this program independently or through a regional group and if anyone would like to be a liaison she can work with. Sarah says Gates and Mill City are interested and that a regional group would make us a better grant applicant.
- b. Better City – Eric Gibson – In the absence of Eric Gibson, Jason Goddfried, CEO of Better City hit some of the highlights in the document that Better City put together after the community forum in the park. He would like to not focus on the lake levels and look for alternate ways to get more “day” tourists. One suggestion is developing the Flats area. He says there are grants available. The next is our downtown area that is waiting on sewer. He would like to see “pop-up” business like food trucks for now. Once the sewer question gets answered we can focus on building main street with something more permanent. He suggests retail buildings with upper stories for housing.
- c. Charter Review – Mayor Trett said the Charter Review Committee will be reviewing the current Charter and making recommendations to the Council and then go before the voters hopefully on the November ballot. The Resolution that was approved called for the Mayor Trett, 2 Council members, 2 full-time and 2 part-time residents. Mayor Trett's recommendation to the Council is for the Charter Review Committee to be comprised of Mayor Trett, Michele Tesdal, Denny Nielsen, Traci Boland, Ken Woodward, Teresa Maurmann, and Kate Woodrum. Todd Smith made a motion to accept the Charter Review Committee as presented by Mayor Trett, seconded by Greg Sheppard, all in favor, motion passed unanimously.
- d. Planning Commission – Open Vacancy – Mayor Trett received a letter of resignation from the Planning Commission from Davis Evenson. Todd Smith made a motion to accept the letter of resignation from Davis Evenson, seconded by Eric Page, all in favor, motion passed unanimously. A notice of vacancy will be posted online.
- e. Adopt Budget Calendar and Appoint Budget Officer – Denny Nielsen made a motion to adopt the budget calendar and appoint Kelly Galbraith as the Budget Officer, seconded by Eric Page, all in favor, motion passed unanimously.

VII. Appointment of Council Commissions by Mayor with the Consent of the Council – After discussions with each Council member Mayor Trett made Commission appointments as follows:

- a. **Street Commissioner** – Greg Sheppard
- b. **Building Commissioner** – Tim Luke
- c. **Emergency Preparedness Commissioner** – James Trett
- d. **Water Commissioner** – Eric Page
- e. **Police and Safety Commissioner** – Todd Smith
- f. **Parks and Recreation Commissioner** – Michele Tesdal

Todd Smith made a motion to accept the appointments, seconded by Greg Sheppard, all in favor, motion passed unanimously. Eric Page pointed out that there was some discussion a while back about changing the Tourism Commission to Commercial District Rebuild Commissioner to help with the rebuild of the business district. Mayor Trett said he would like Denny Nielsen to fill this position. Eric Page made a motion to create a Commercial District Rebuild Commissioner and appoint Denny Nielsen to that position, seconded by Greg Sheppard, all in favor, motion passed unanimously.

VIII. Consent Calendar

- a. Approval of the Minutes of the Detroit City Council – January 4, 2022 and January 18, 2022
- b. Approval to Pay the Bills
Denny Nielsen made a motion to approve the consent calendar, seconded by Todd Smith, all in favor, motion passed unanimously.

IX. Staff Reports

- a. Marion County Community Development Manager – See Section IV above.
- b. City Recorder – Kelly Galbraith made a request to open 2 new checking accounts to track grant & FEMA money. Eric Page made a motion to open 2 new checking accounts at US Bank, seconded by Todd Smith, all in favor, motion passed unanimously.
- c. City Clerk – Michelle Connor reported that we currently have 231 customers on the water route. Michele Tesdal asked if this included people who shut their water off for winter. Do they still get billed? Michelle said that once the city turns the water on we will bill every month. If a customer wants their water turned off, we can do it but if they want it turned back on within 12 months, they will have to pay the bills for the months it was off and the fees to have it turned back on.
- d. Planning – Mcrae Carmichael – Mcrae reported that to date there have been 79 building permits issued and 124 septic permits. She hopes to have a surveyor selected next month for the DLCD grant and LOMA work. Information will be mailed to those residents and signatures will be required. Mcrae says the Energy Efficiency grant will arrive mid-March. The Fire Hardening grant is still in the rule making stage. The Code audit work has started and Mcrae and Sarah Allaben will be working with the Planning Commission at their next meeting.
- e. Marion County Sheriff's Office – Not Present
- f. USFS – Not Present. Mayor Trett reported they have stopped cutting trees due to a law suit.
- g. Idanha - Detroit Rural Fire Protection District – Not Present
- h. North Santiam Sewer Authority – Ken Woodward reported that they have been researching what will be required of people who borrow money for their septic systems.

- i. HBH – Rob read through the staff report briefly. They are waiting on their red line for Phase 2B water distribution project that R&G was doing so they can produce “as built” drawings. The water meter replacement project with Olsen LLC is just waiting on some close out-warranty documents. They just got back the tests on the contaminated surface lateral replacement lines. They still detected coliform but it has come down. It’s a taste and odor thing and not a health issue. They expect this to come down as more water is run through those services. FEMA and Environmental and Historic Preservation is working on the environmental review for the USDA project of reconstruction of the water treatment plant. The US Forest Service is needing to do a natural resource review specifically to look at the impact of the discharge into Mackey Creek. The snow shelter is complete but we don’t have a final inspection from Marion County yet. They would like to go out to bid on the water treatment plant in the middle of April. R&W needs to schedule a kick off meeting with HBH, the City and Portland Engineering on the SCADA system. He has asked the Council to approve another 10 hours of work from Portland Engineering. HBH provided a design proposal for Breitenbush pump station. They would like to get it in the bid package with the water treatment plant. HBA worked with OHA to put together a corrective action plan that resulted from the OHA sanitary survey visit. They have the plans done and would like to go out to bid on the overlay for Phase 2B project around mid-March. HBH is working with CPI on undergrounding of the utilities. CPI has asked us for a price to design the street lights. The \$3M ARPA funds need to be spent by the end of 2024. HBH, the City and Chris Eppley will get together with Business Oregon to discuss the projects that will be included. The highest priority will be the filling in the water system rebuild from the fires because the insurance will not be enough to cover that. HBH will work with the City to determine what other projects to include. Eric Page says R&G has submitted a final pay request for paving work plus all retainage on the project. Eric Page asked what portion of the paving project this is for? Kenny explained it was for over the winter trench patching. Eric Page made a motion to authorize Portland Engineering a maximum of 10 hours of consultation on the control system design. Mayor Trett made a friendly amendment to make it 10 hours and up to \$2,000. The motion was seconded by Todd Smith, all in favor, motion passed unanimously.

X. Councilor’s Report

Greg Sheppard – We received the snow plow bill from Seigmund for the snow event of Dec 26-Jan 4. The total was \$11,080. Greg would like to see the City get a plow for one of the trucks so City employees can assist with plowing in the future. He would also like to get a drawbridge style gate for the water plant. This would help with the snow and security. He is also concerned with the burning that’s done at the water plant with no fire equipment nearby. Greg wants to get together with Kenny at HBH to do an in-depth survey of our streets. He is also concerned about the city being able to pay its bills. Mayor Trett said with all the grants we are getting from the State and County that we should be fine. Michele Tesdal asked where the money for a gate at the treatment plant would come from? Kenny with HBH said they are planning to include this in the \$3M they are getting from the state. Michele also asked about money for a hydrant at the plant. Kenny said they could consider this as well. Todd Smith added that we should purchase a plow for the new truck that the city just purchased.

Eric Page – Eric is picking up the side curtains and windshield for the side by side that have been on back order. The water leak in the park restroom has been repaired as far as the plumbing goes. We still have a roof leak to attend to. Eric will connect with Michele Tesdal in regards to her taking over the Parks Commission. He has information on things that have been pending over the last year.

Tim Luke – He hasn't received the water usage report for January yet.

Michele Tesdal – Michele joined a Zoom meeting with Oregon Timber Trails Alliance. They are still looking at trails to rehab in the area of Detroit. This goes along with the Better City's plan to try and bring in people year around vs. just summer time. They are looking to do some site visits in late March or April.

Todd Smith – Marion County Sheriff had 9 calls last month. Russ Boyd did have some wood carvings stolen.

Denny Nielsen – Denny requested that in an effort to familiarize himself with the issues we are dealing with that anyone interacting with a contractor or consultant in the city that they contact him so he could be included.

XI. Mayor's Report – Mayor Trett reminded everyone that as a Council they are a body of one. It is inappropriate at state law to act as a person and write letters or make phone calls unless Council has approved it or assigned it as a task. The Council as a body and individually could get in trouble with the Ethics Commission. Mayor Trett reported that next Monday evening he and Ron Carmichael will be joining a couple of the County Commissioners in testimony before the Oregon legislature. One of the committees is looking at the progress that is going on with burn funds the state has authorized. They will be addressing how we stay afloat going forward.

XII. Other Business - None

XIII. Upcoming Meetings

a. Regular Session – March 1, 2022 6:30 PM

XIV. Adjourn – Eric Page made a motion to adjourn, seconded by Todd Smith, all in favor, motion passed unanimously. Meeting adjourned at 8:01 PM.

Signed:

Attest:

James R. Trett, Mayor

Kelly Galbraith, City Recorder