

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

April 5, 2022  
6:30 p.m.

City of Keizer  
Claggett Creek Room

Via Zoom

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- I. Call to Order** – Mayor Trett called the meeting to order at 6:31 PM, April 5, 2022.
- II. Council Roll Call** – Present – Eric Page, Todd Smith, Denny Nielsen, Greg Sheppard, Michele Tesdal, Mayor Trett. Absent with notice – Tim Luke. Staff Present – Kelly Galbraith and Michelle Connor.
- III. Approval of Agenda** – Eric Page made a motion to approve the agenda as written, seconded by Denny Nielsen, all in favor, motion passed unanimously.
- IV. Special Orders of Business**- None
- V. Committee Reports** – Laura Harris reported there were nine calls in March. Eight EMS and one fire call. This month’s safety message is “CPR Saves Lives”. They are hoping to have CPR classes once the Community Center opens. The fire district will be looking for budget committee members soon. Don Tesdal reported he is the lone board member at this time. Don would like to make himself available for any questions anyone has and he is offering to be the liaison between the Fire District and the City Council. The interim Chief and four Board Members have resigned. The County will be accepting applications until the 6<sup>th</sup>. Following that they are hoping to conduct the interviews in a public forum. Once the positions are filled, they will schedule a Special Session to start tackling some pretty big issues facing the District right now.

**VI. Public Comment - None**

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

- a. Planning Commission Vacancy – Review Application /Appoint to Planning Commission – Dave Danielson is the only applicant at this time. Dave is missing a document showing his mailing address is in Detroit. Michele Tesdal suggested we hold off for another month because not a lot of people were aware of the vacancy. This would allow time for more applicants to apply and Dave to get the proper paperwork. Eric Page made a motion to postpone the appointment for another month, seconded by Michele Tesdal, all in favor, motion passed unanimously.
- b. Appoint Budget Committee Members – The City received one application from Greg Dyke. Todd Smith made a motion to accept Greg’s application to be on the budget committee, seconded by Michele Tesdal, all in favor, motion passed unanimously.
- c. TOT Grant Application – A grant application was received from DLRABA for the Fishing Derby and the fireworks. \$12,500 is the maximum grant allowed each year. There was some discussion regarding whether the “Square” equipment that was listed in their request qualifies for the grant. Elaine DeGeorge explained they are starting from scratch since they lost everything in the fire. Todd Smith made a motion to approve an \$8,000 grant leaving some money for other events. No one seconded the motion so it died for lack of a second. Denny Nielsen made a motion to approve the \$12,500 grant, it was seconded by Michele Tesdal, Greg Sheppard is on the board so he excused himself from the vote. All were in favor, motion passed unanimously. Mayor Trett also says there are two “Outdoor Mass Gathering” permits. One is for the Fishing Derby May 13-15<sup>th</sup> and the 4<sup>th</sup> of July celebration on July 2<sup>nd</sup>. Michele Tesdal made a motion to accept the applications, seconded by Greg Sheppard, all in favor, motion passed unanimously with one abstention (Greg Sheppard).
- d. Sarah Allaben – Updates – Sarah has been working with Mcrae Carmichael on the Comprehensive Code updates and the Sewer Authority on the development and establishment of the NSSA. Sarah is asking for direction on how the City would like to use her assistance. She presented three options, the Main Street Program, supporting the City with a specific project related to downtown development, and help with community outreach and engagement related to downtown development. Michele Tesdal says there are citizens that would like to be involved in the decision of how downtown should look. Maybe we could have a town hall or some kind of community involvement. Eric Page suggested a committee to narrow down the choices. Denny Nielsen also agrees and suggested Sarah help us with grants. Sarah, Mayor Trett, Mcrae Carmichael and Denny Nielsen will meet to discuss. Lyndia Basl would like to see some main street business owners get involved also.
- e. Request to Replace a Portion of Chain-Link Fence at the City Park – We have a request from 4 homeowners on Janice Ct. who would like to replace a portion of the chain link fence in the back of the park with a 4’ black chain link fence. Eric

Page would like to see us replace the other section that goes out towards the street at the same time. Eric Page made a motion to approve the request to replace sections of fence between Janice Ct. residents and City Park and to ask them if we can work together to replace that whole fence with the City replacing their section, seconded by Denny Nielsen, all in favor, motion passed unanimously.

- f. Letter of Support – Detroit Lake Marina Excavation and Resiliency Project – Marion County is applying for grant money to perform excavation under the marinas. Mayor Trett wrote a letter of support that will be sent if the Council approves. Denny Nielsen made a motion to approve the letter as written, seconded by Todd Smith, all in favor, motion passed unanimously.

#### **VIII. Consent Calendar**

- a. Approval of the Minutes of the Detroit City Council – March 1, 2022 Regular Session.
- b. Approval to Pay the Bills  
Todd Smith made a motion to approve the Consent Calendar, seconded by Michele Tesdal, all in favor, motion passed unanimously.

#### **IX. Staff Reports**

- a. Marion County Community Development Manager – Chris Eppley was absent
- b. Wildfire Recovery Coordinator – Sarah Allaben – See Section VII, d above.
- c. HBH Engineering - Matt reported that they are still pushing through with the FEMA project. FEMA CRC is currently reviewing the project. From there we will go on to mitigation and environmental and historic preservation for review. The water treatment plant is nearing the end of design. One issue that came up recently is the entire treatment plant area is in Spotted Owl habitat which means we need to go through with all the federal regulatory agencies and make sure we are in compliance with all aspects of endangered species act. Matt has reached out to Adrian Smith with CPI for the power upgrade on Guy Moore Rd. They still haven't heard back on any bids or signed any contracts so they don't have a more updated cost. In regards to the pavement repair projects, Kenny reported that asphalt prices have gone up but the core work is completely within the loan funding amounts but the full work may be beyond the amount. Matt has begun to do some coordination with the federal highway administration and ODOT. Federal highways has a discretionary grant program (\$330M across the nation) and we could use our portion for road repairs.
- d. City Recorder – Kelly is currently working on the budget and needs to know if anyone is applying for grants or plans to spend money in next fiscal year. She also has 3 RV permits that the Council needs to approve.
- e. City Clerk – No report
- f. Planning – Mcrae Carmichael – To date we have had 91 building permits and 139 septic permits. The COG was finally able to sign a contract for the LOMA Grant for the LOMA applications for properties in the floodplain. Mcrae will meet with the surveyor on Monday to begin the work. The Fired Hardening grants will be handled through Marion County. There is a potential of \$6,000. The Energy Efficiency grant through the Dept. of Energy will be administered through Dept.

of Energy. They had hoped to role it out in February but there is currently no update. The Planning Commission met on 3/15/22 to begin code revisions. They reviewed Chapter 1 and had some general discussions about accessory structures and how to increase density on some lots. They will meet again on 4/19/22 to review Chapter 2 which includes Detroit's corridor standards which they will not be discussing. She would like to plan a work session in May or June for the Council and Planning Commission to discuss how they are doing.

- g. Marion County Sheriff's Office – Garrett Olson reported they have obtained a new buoy system for the channel. The lake is about 8 ½ ft. from where it got to last year. In regards to crime there was something posted on Facebook but nothing was reported. Garrett stressed that the incidents need to be called in so they can be documented so they can increase patrols. Todd Smith asked about skimming the lake. (inaudible). Garrett is trying to get a community meeting scheduled for 5/21/22 at the Community Center with ODF, State Fire Marshall, Forest Service, Army Corp. and more. (inaudible) to discuss fire prevention, recovery, etc.
- h. USFS – No report
- i. Idanha - Detroit Rural Fire Protection District – See Section V, Committee Reports.
- j. North Santiam Sewer Authority – Denny Nielsen reported there was a meeting last night and Brian Nichols, Treasurer, gave a report summarizing the issues around their current financial status. Ken Woodward has opened an account at U.S. Bank because they are about to receive \$150,000 in funds. The balance of the meeting was taken up by Brian Nichols the Director of Public Works at Marion County. It turns out Brian will be the primary individual related to the sewer project. They thought they could get Keller Engineering on contract immediately because they've been the engineer of record in the past and developed a master plan but it turns out because of the funding they are going to have to redevelop an RFP for a firm. That process is typically lengthy but is moving at warp speed to try and get the product out and advertised by Friday. After that there will be a period of collecting the data and doing a bunch of reviews and scoring criteria to come up with a recommendation for the firm. They are moving to have another work session to organize activities including financial policy development and future staffing needs. They are trying to ween themselves away from Marion County for staff support. A job description has been developed for an individual that would take over a lot of the responsibilities to guide the group. Denny was named to take over the communications public relations for the group. There will also be a sub-committee set up to develop and finalize their financial policies.

## **X. Councilor's Report**

Greg Sheppard – 10 of our city streets have received gravel. They were the streets most impacted by heavy equipment in the burned areas of Detroit. He wants to get bids out for 2 small city allotment grants from ODOT. The first is paving and walking down Forest Ave. E. and the other is paving Scott Ave. There is some contaminated pipe at the corner of Patton and 2<sup>nd</sup> St. It's been there for 2 years that

needs to be taken care of. The radius of Melgard Ct. where it comes into Meyers is not a 90-degree angle and it's hard for heavy equipment. We could lay down a section of 12" culvert and fill it in. He still wants to do a street survey with Kenny from HBH and get a list going for paving. Todd Smith asked about having the streets oiled again this year. Greg says they are trying to get extra funding to pave the streets possibly.

Eric Page – We produced 564,800 gallons of water. 291,000 went through meters and 273,000 gallons were unaccounted for. We had a major leak by Kane's Marina that went on for 48+ hours. It was an old valve that got turned on but it has been resolved. We also had three meters that malfunctioned and jumped ahead, four meters didn't read and four meters that read too much. We are in the process of getting those repaired. We had a power surge during the recent wind storm that affected the water plant but that is on verge of being installed as well. The generator did not kick on because of delay getting the power cord changed out. Our water system is now functioning as we hoped it would. We continue to move ahead with FEMA and Forestry securing our site and HBH is doing their best to push forward with that.

Tim Luke – Absent

Michele Tesdal – Michele asked if we could get the part of Scott Ave. graveled that ODOT did not do. It was heavily used but didn't get gravel. The family that lives there is concerned about dust. She is concerned about the handicapped parking spot at the park. Once they get out of the car there is no way to get up to the park without walking around to the walkway. Michele asked when the Charter Review Committee will start meeting? Mayor Trett says it is being organized by Scott with COG and our attorney Bill Monahan and they are in the process of putting things in place now. Michele asked what the purchasing process is for the park? She is currently working to get a meeting with the Mayor of Monmouth to talk about how they went through their planning process. She would also like to get a Parks Committee. She has contacted the folks that said they could contribute a playground and they have a delay in building their cabin so they are holding off for now. She is making calls on a grant the Wildfire Canyon Stage. She got the park master plan from Mcrae. She is looking at what is underneath the park in regards to septic. She is also in contact with the County Planner in regards to using the septic drain-field. He suggests we go forward and look at the way the park is situated and go forth as if nothing is going on underground so we can have some idea of where a playground, stage, gazebo, pavilion might be placed in relation to the sun and if the sound would be too loud. She has a Facebook account now to keep people in the loop.

Todd Smith – Stressed again that residents need to report incidents on the non-emergency line in order for us to get more patrols. He asked that we all be aware of our stop signs and make sure they are legible. There was a head on accident at the corner of Detroit Ave. and Forest Ave. recently.

- Denny Nielsen – No report
- XI. Mayor’s Report** – Mayor Trett talked to Bill McCall who is the Project Manager for the Civic Center. Newman Paving will be grading the parking lot this week and paving it next week. They are looking to be done with the building at the end of April. The landlord in Stayton has rented the space to new tenants as of 6/1/22. The County is working on a temporary sewer system for the businesses. They wanted to buy the two lots between the park and Civic Center. He asked Eric Page to reach out to Kim Fowler and was told they are not available anymore. They will be giving updates on this project but won’t have much say as it is a County project. They are paying for it and running it. They will put it in and then gift it to the City.
- XII. Other Business - None**
- XIII. Upcoming Meetings**  
a. Regular Session – May 3, 2022
- XIV. Close Regular Meeting** –Announce Executive Session pursuant to ORS 192.660 (2) (f). Executive Session is closed to the public.  
**Open Regular Meeting**  
**Decision**
- Adjourn** – Mayor Trett adjourned the meeting at 8:30 PM

Signed:

Attest:

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James R. Trett, Mayor

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Kelly Galbraith, City Recorder