

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

Mailing Address:
P.O. Box 589
Detroit, Oregon 97342

(503) 854-3496
(503) 769-2947 fax

Email: detroit@wvi.com

Kelly Galbraith, City Recorder

May 3, 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 6:32 PM.
- II. Council Roll Call** – Present – Denny Nielsen, Jim Trett, Michele Tesdal, Tim Luke, Eric Page, Greg Sheppard (joined a few minutes late). Absent – Todd Smith (with notice). Staff Present – Kelly Galbraith and Michelle Connor.
- III. Approval of Agenda** – Eric Page made a motion to approve the agenda, seconded by Denny Nielsen, all in favor, motion passed unanimously.
- IV. Special Orders of Business** - None
- V. Committee Reports** - None

This time is set aside for committees established by law, ordinance or other authority to report to the City Council on the committee's ongoing work.

- VI. Public Comments** – Thomas Rose would like to see the grand opening of the Civic Center pushed back to coincide with the opening of the Church. Mayor Trett said that people have already made plans to attend and the city needs to get moved in as soon as possible.

VII. Resolutions, Orders and Administrative Action

- a. Planning Commission Vacancy – Review Application /Appoint to Planning Commission – We have two applicants. Dave Danielson and Traci Boland. Greg Sheppard made a motion to nominate Dave Danielson, motion died for lack of second, Michele Tesdal nominated Traci Boland, seconded by Eric Page, all in favor, motion passed unanimously.
- b. Clean-up Day – To Co-fund with Idanha – We were approached by Idanha to see if we would like to co-fund a clean up day. Tim Luke made a motion to co-fund a clean up day, seconded by Greg Sheppard. Eric Page asked what the cost would be. Kelly Galbraith said it would be around \$500. Eric Page made a friendly amendment to cap the cost at \$600. All in favor, motion passed unanimously.
- c. Secondary Contact Person for FEMA Grants Portal – Jim Trett offered to be the secondary contact person.
- d. City Council Meetings – Time and Date Update – We should receive the certificate of occupancy for the Civic Center this week. According to the Charter the Council should be meeting every second Tuesday of the month. Without objection we will resume our meetings the second Tuesday of June at 6:30 PM.
- e. City to Receive Resiliency Award – Travel Salem, The Most Oregon Part of Oregon Awards – May 12th at the Salem Convention Center – We get 2 complimentary tickets and additional tickets can be purchased online.
- f. Budget Committee – Appoint an Additional Budget Committee Member – Don Tesdal has asked to be appointed. Eric Page made a motion to appoint Don Tesdal, seconded by Greg Sheppard, all in favor with exception of Michele Tesdal who abstained.
- g. Modification of the Correction Industries quote on the office furniture. – There was a rolling cabinet for the Council chambers that was on the bid but didn't have a price on it. The price of \$564.00 was added to quote for a new total of \$53,386. Eric Page made a motion to approve the revised quote, seconded by Denny Nielsen, all in favor, motion passed unanimously.

VIII. Consent Calendar

- a. Approval of the Minutes of the Detroit City Council – April 5, 2022 Regular Session.
- b. Approval to Pay the Bills
 - Denny Nielsen made a motion to approve the consent calendar, seconded by Eric Page, all in favor, motion passed unanimously.

IX. Staff Reports

- a. Marion County Community Development Manager – Chris Eppley announced that on the Marion County Community Development website under the Wildfire link there is an interactive map that shows the status of all the permits that have been applied for and the status they are at, at any given time. Chris has been working with the City Council and the Detroit Lake Foundation to development an agreement for the city to take possession of the Civic Center/City Hall/Community Center. He received notification this week that DLF has no

- concerns about the letter of intent that he drafted. The next step is for the City Council and DLF to sign the letter of intent stating what we agree to now let's go get them done. We also need to get the warranty deed done and make the exchange of funding.
- b. Wildfire Recovery Coordinator – Sarah Allaben – Sarah has provided a brochure with an emergency kit check list and resources for financial programs for home weatherization and defensible space. She has also compiled links to resources such as hazard mitigation and energy efficiency. These resources can be found on the COG website and eventually the Detroit website. At the last meeting Sarah was directed by the Council to engage the community regarding downtown Detroit and design standards in conjunction with the code updates that the Planning Commission and Mcrae have been working on. Sarah met with a small group last week and they would like to develop a survey for community members to take to get a sense of what their short and long term ideas are of what they want Detroit to look like. Denny Nielsen added that there was also discussion about parking on main street during the tourist season, workforce encouragement, temporary FEMA housing, improved restroom signage, and need for additional washing facilities during the busy season. There was also discussion about hiring a consultant to guide us through this process. There will be a follow up meeting on May 21st. Eric Page mentioned that some notices went out to property owners regarding cleaning up brush and log decks.
 - c. HBH Engineering – Matt Del Moro reported that they continue to work with FEMA and getting designs drawn up for the treatment plant. He is working with Adrian Smith with CPI trying to keep updated on the status of the 3 Phase power. Kenny reported about the road repairs that will be happening related to the water line replacements that were done last year and the year before. The contract documents are out to bid. They are expecting to get bids in on the 18th. Paving should begin some time in (audible). The cost will be somewhere near \$300,000 which is a little bit more than our award. He is looking for direction from the Council to see if there is interest in expanding the loan (at 1%) or direct staff to drop parts of the repair from the scope of work. An expansion of the loan is not forgivable. A water rate study was suggested by Eric Page.
 - d. City Recorder – Kelly verified with Michelle Bilberry with Business Oregon that we can use the money from the legislative house bill to purchase the snow plow and the furniture for City Hall. Kelly says we need a place to put limbs and vegetation. We can't clean the debris from the streets until we have a place. Kelly talked to ODF and we cannot burn up at the treatment plant. Jim Trett will check with Shawn Rivera about the log boom area again. Kenny says there is talk about getting a hydrant up by the plant but Matt says water pressure is an issue. Tim Luke offered his property on Guy Moore.
 - e. City Clerk – We are up to 248 water customers. There's been a handful of meters we've had issues with for the last year. Michelle spent an hour on the phone yesterday reviewing reports. We had some radios that were matched up to the wrong meters and Bob is helping her sort them out.
 - f. Planning – Mcrae Carmichael – We issued 5 building permits and 11 septic permits last month. She continues to work with the Planning commission on code

updates. They are starting Chapter 3 on May 17th. There has been much progress on the LOMAS. There's been some procedural issues Mcrae is working with the surveyor on. She will be sending letters to all property owners that they are applying for LOMAS for. She will be attending the May 21st and June 4th meetings/grand opening. With the code work she is doing she will not bring design standards forward for the Main Street Project. She would like to see a consultant bring some visual and architectural renderings that we can have in our code. She has heard that Marion County is looking at a 3-year strategy on funding some economic development work. Michele Tesdal asked if we could post the Planning Commission meetings on social media. Mcrae says she has been processing Access Permits and development is continuing to happen in Detroit.

- g. USFS – No report. Greg Sheppard is concerned about the piles at the end of Tumble and Kinney
- h. Idanha - Detroit Rural Fire Protection District – Interim Fire Chief, Kevin Clark, introduced himself. They are currently looking at budgeting, apparatus fleet, inventory in their equipment and looking to connect with the community. They now have a solid board of 5 people with a vast variety of experience.
- i. North Santiam Sewer Authority – Denny Nielsen reported they are having 2-4 work sessions a month to get housekeeping issues out of the way. Sarah Allaben will be developing a communication plan for the community. She will be drafting a narrative using a frequently asked question format. Sarah has also crafted a basic narrative for use with grant applications. The IGA between Marion Co. and NSSA was approved and the \$150,000 should be in the account between now and mid-June. A new ownership model of the sewer system was discussed with Mill City owning/operating the facilities in project A and later on it will be determined for Detroit and Idanha area.

X. Councilor's Report

Greg Sheppard – Greg went on a tour with Kenny from HBH. They covered 7.3 miles of roads in the town. There is a lot of paving and patching that needs to be done. Also, a lot of striping. There are 3 dead Spruce trees on Meyer St. that are a potential hazard that need to come down. It was brought to his attention that the radius of where Melgard Ct. comes into Meyers doesn't go in at a 90-degree angle. It's hard for large trucks to make the turn especially in the winter. It could be fixed with a culvert and some gravel and we could move the stop sign back a little bit. On the corner of 2nd and Patton there is a large amount of contaminated pipe that was left by R&G. There is a large pile of branch and wood debris on Scott St. that is a fire hazard. He wants to know why the wood chips were put on the lot of the old City Hall. It's going to cost money to get them out of there. He wants to get the bids out for the two small city allotment grants for \$100,000 each.

Eric Page – We processed 359,700 gallons of water last month. 268,920 was accounted for through the functioning meters. We still have 8 meters that still are wacky. We're down to 90,000 gallons roughly unaccounted for but if we figure the meters we're not getting accurate readings were getting a lot closer. There were no

real leaks in the last 30 days so were getting closer to clean operations there. Were in process with the OEM on grants they provide for a generator for long term use for the City. It would be a community grant and we could share it with Idanha.

Tim Luke – There is a lot of building going on. He would like to see the chips taken out of the old City Hall location and replaced with rock for a nice clean parking area.

Michele Tesdal – She spoke with Mike Vetter and tree plantings that went in pre-fire are cooked and broken and won't make it. She met with the Parks Commissioner and Economic Development Manager in Monmouth and asked how they went about developing their main street park. They first chose a landscape designer. She has someone who will reach out to a landscape designer to see if we can get a design gifted to us. She needs to get some costs and then we can for grants. She has heard that a lot of people are willing to donate.

Denny Nielsen – They thought Marion County would have an RFP for the treatment facility engineering and design out a couple of weeks ago. They weren't able to complete it but it should go out in a week to 10 days and then there will be a month or so for people to respond and then the review and scoring will take place before we will have an engineer for the project.

Todd Smith (absent) – Kelly Galbraith gave Garret Olson's report. We had a total of 7 calls for the month. 2 driving complaints, 2 traffic stops, 1 follow up, 1 civil issue and a welfare check.

- XI. Mayor's Report** – On April 21st and 22nd, Mayor Trett attended the LOC and Oregon Mayor's Association Spring Conference on the scholarship and was able to interact with other Mayor's. He continues to get asked about how we are coming back to quickly. He picked up some info on parks that he will share with Michele Tesdal. Mike Vetter has reported seeing vandalism in the bathrooms and some theft of signs. The Charter Review Committee is set to have it's first meeting. The dedication of the Civic Center is June 4th at 2:00pm. There will be an open house afterwards. The MOPO awards are on May 12th 11:45-1:30 at the Salem Convention Center. We've been selected to receive the Most Resilient City. We have two complimentary tickets so let Kelly know if you are interested.
- XII. Other Business** – Greg Sheppard thanked Don Tesdal for researching the snow plow. He is concerned the vehicle is not very versatile. He thinks we need a vehicle we can use year around like a 1 ton with a detachable plow and dump bed. The plow is going to be hard to turn around on some dead-end streets. It will also require a driver with a CDL. The maintenance and insurance will also me more money. He's also concerned it will take a while to sell if we decide to do that. Michele Tesdal says we submitted a letter of request but we are not committed to do that and there are 4 other agencies in line buy it so we could sell it quickly in 18 months. Mayor Trett confirmed that the Charter Review Committee meeting is for the entire committee. A few people were left off the invite.

XIII. Upcoming Meetings

- a. Regular Session – Tuesday June 14th at 6:30 PM in the Detroit City Hall.

Adjourn – Tim Luke made a motion to adjourn, seconded by Eric Page, all in favor, motion passed unanimously. Meeting adjourned at 8:00PM.

Signed:

Attest:

James R. Trett, Mayor

Kelly Galbraith, City Recorder