

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, City Councilor



City of Detroit, Oregon
City Council Reg Session
Agenda

Kelly Galbraith, City Recorder

February 14, 2023
6:30 p.m.
345 Santiam Ave W.
Detroit, Oregon

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

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- I. Call to Order –**
- II. Council Roll Call**
- III. Approval of the Agenda**
- IV. Special Orders of Business**
- V. Committee Reports**

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

This is the time set aside for comments from the public on matters not on the agenda. Commenters are limited to three (3) minutes. Time may not be yielded. Questions from the Council or staff to commenters shall not be counted against the allotted three (3) minutes.

VII. Resolutions, Orders and Administrative Action

- a. Brian Nicholas and Peter Olson- Discussion of Project Updates for Residential and Commercial Septic Programs.
- b. Approval of 2023-2024 Budget Calendar.
- c. Initiate a Separate Code Amendment to Section 3.6.3 of the Development Code
- d. Review of Emergency Ordinance 266
- e. ATV, Golf Cart, LSV- Permit, Ordinance 271.
- f. Agreement with Idanha-Detroit Rural Fire Protection District and Detroit Lake Foundation.
- g. Water Rate Study
- h. Modify the Job Description of the City Clerk to Add Duty of Municipal Court Clerk.
- i. Forest Avenue Improvements – Matt Del Moro

VIII. Consent Calendar

- a. Approval of the Minutes of the Detroit City Council – Regular Monthly Meeting, January 10, 2023 and Work Session January 31, 2023
- b. Approval to Pay the Bills

IX. Staff Reports

- a. HBH Engineering
- b. City Recorder
- c. City Clerk
- d. Planning
- e. Marion County Sheriff's
- f. USFS – No update
- g. Idanha-Detroit Rural Fire Protection District
- h. North Santiam Sewer Authority

Councilor's Report

X. Mayor's Report

XI. Other Business

XII. Upcoming Meetings

- a. Regular Session – March 14, 2023 – Detroit City Hall 6:30 PM.

XIII. Adjourn

City of Detroit
Budget Calendar
Fiscal Year 2023-2024

<u>Tuesday, February 14, 2023</u> Regular City Council Meeting	6:30 PM	Adopt Budget Calendar
<u>Tuesday, April 11, 2023</u> Regular City Council Meeting	6:30 PM	Appoint Budget Committee
Tuesday, April 11, 2023	Noon	Deadline to send notice of Budget Committee Meeting to the Canyon Weekly for date of publication: Friday, April 14, 2023
Friday, April 14, 2023		Print notice of budget committee meeting (cannot be more than 30 days before the meeting)
Friday, April 14, 2023		Post on internet website (at least 10-days before meeting).
<u>Thursday, May 4, 2023</u> Special Session Detroit City Council	5:30 PM	1st Budget Committee Meeting Elect presiding officer
May 10 thru May 12, 2023		Subsequent budget meetings, if needed. Budget Committee must approve budget
Tuesday, May 16, 2023	Noon	Deadline to send budget summary and notice of budget hearing to The Canyon Weekly for date of publication: Friday, May 19, 2023
Friday, May 19, 2023		Print notice of budget hearing and summary of budget in The Canyon Weekly (5-30 days before hearing)
<u>Thursday, June 8, 2023</u> Budget Hearing Special Session City Council Meeting	3:00 PM	Budget Hearing
<u>Tuesday, June 13, 2023</u> Regular City Council Meeting	6:30 PM	Enact resolutions to Adopt Budget Make Appropriations Impose and Categorize tax
Friday, July 7, 2023 or sooner		Submit tax certification documents to assessor (by July 15, 2023) 2 copies: LB-50, resolution statements
Friday, September 15, 2023 or sooner		Submit copy of completed budget document, including notices & resolutions to County Clerk by September 30, 2023

Actual meeting dates are underlined. All other dates are task deadline only
This notice posted at Detroit City Hall, Mountain High, United States Post Office



Date: February 14, 2023
To: City of Detroit City Council
From: McRae Carmichael, Community Development Director, MWVCOG
RE: DDC 3.6.3 Legislative Amendment discussion

REQUEST

Does the City want to initiate a text amendment to revise the current language in Chapter 3.6.3 to restrict the number of RV's permitted within the City throughout the year.

BACKGROUND

Beginning in January 2022, MWVCOG staff began work with the Detroit Planning Commission on a comprehensive update to the Detroit Development Code. This work is being funded by a DLCD grant. The date of completion of this work is slated for Spring 2023.

During the Technical Advisory Committee meetings and Joint work sessions with City Council and Planning Commission, the need to address RV use in the City separately and sooner than the completion of this project was needed. During the joint work session, it was the consensus of the group that the current standards are not appropriate for the community and the recommendation is to allow for one RV to be parked for human occupancy throughout the year, without a permit being required. Any additional RV's might be permitted if a property owner obtains the appropriate approval. The appropriate approval would likely be a conditional use for an RV park.

The City currently permits 2 RV's on RS and RM zones meeting specific development standards and the code allows 2 additional RV's to be parked on a property if a permit issued by the City recorder. There are no additional code standards for additional RV's, except that two (2) City Councilors must approve the permit.

On January 31, 2023, the City Council and Planning Commission held a Joint Work session to discuss the topic. Several Councilors raised concerns both in support and opposition of modifying the current Code to restrict the number of RV's to less than what is currently

permitted. Staff i identified the following items addressed by Council at this meeting that Council would like to have addressed:

- a) Allow all property owners the ability to have one (1) RV year-round on their property.
- b) Require that the siting of RV's meet the same setbacks as the base zone requires for structures.
- c) Temporary Use Permit to allow an additional RV from April 1 to October 31. Certain conditions will apply and a fee increase will be implemented to match the cost to administer this permit and services provided by the city.
 - a. Restricted to only owner. May not be leased,
 - b. Proof of pumping must be established,
 - c. Must have a water connection, and
 - d. Site plan with the RV and existing buildings must be provided indicating setbacks to existing buildings and property lines.

ACTION NEEDED

- a. Initiate a text amendment to DDC 3.6.3. and have a hearing scheduled in March 2023 with the Planning Commission for this section of the Code.
- b. Have MWVCOG staff continue with the LA 22-01 and include DDC 3.6.3 as part of the entire code updates.

3.6.3 Recreational Vehicles

- A. Recreational Vehicles (RV) on Developed Single Family Zoned Land - RV may be parked for human occupancy on the property under the following conditions:

OWNER/LESSEE OCCUPIED

1. From April 1st through October 31st, two (2) RVs may be parked on the property.
 - a. RV must be the property of the owner or full time lessee of the property or have permission of the owner or full time lessee.
2. From November 1st through March 31st, two (2) RVs may be parked on the property up to the maximum of 30 days.
 - a. RV must be the property of the owner or full time lessee of the property or have permission of the owner or full time lessee.
3. RV must be parked at least five (5) feet from the front, side, and rear property lines and ten (10) feet from a structure when unit is fully extended.
4. RV may be connected to the owner or lessee power with a Marion County Public Works Department, Building Inspection Program approved RV connection box ONLY. Connections using extension cords are NOT allowed.
5. RV may be self-contained; however, and grey water holding tanks shall be emptied at only at an authorized RV dump station.
6. Recreational Vehicle shall not be connected to the septic/sewer without proof of a Septic Authorization Notice from Marion County Public Works Department. Discharge of "grey water" and/or toilet facilities directly onto the ground is prohibited.

ADDITIONAL UNITS

7. Any additional RV parking requires a permit issued by the City Recorder with approval of two (2) City Councilors when meeting the following.
 - a. Permit is subject to a fee established by Resolution of the Detroit City Council.
 - b. Permit applies to property owner/lessee requesting the permit and it is not transferable with the property.
- B. Recreational Vehicle parking on Developed Multi-family (RM) Zoned Property – An RV may be parked for human occupancy on developed multi-family zoned unit of land under the following conditions:
1. If there is only one single-family dwelling on the multifamily zoned property, Section A (Numbers 1 through 6), Developed Single Family Zoned Land, regulations shall apply.
 2. If there is more than one single-family residence on the property, property owner may allow one (1) RV per dwelling unit for a resident-owner's or renter's personal use,

however, more than one (1) RV on the property requires City approval under the following conditions:

- a. RV must be parked at least five (5) feet from the front, side, and rear property lines. Each RV must be located a minimum of 10 feet from any other structure when unit is fully extended.
 - b. RV may be connected to the owner or lessee power with a Marion County Public Works Department, Building Inspection Program, approved RV connection box ONLY. Connections using extension cords are NOT allowed,
 - c. RV may be self-contained; however, black and grey water holding tanks shall be emptied only at an authorized RV dump station.
 - d. Adequate on-site parking shall be provided for additional vehicles allowing for setback from side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within an approved driveway.
- C. Recreational Vehicle on Commercial General (CG) zoned unit of land that contains one single family dwelling shall conform to the conditions in Section A (Letters 1 through 6), Developed Residential Single Family Zoned Land.
- D. Recreational Vehicle on Commercial General (CG) zoned land that contains multi-family dwellings shall conform to the conditions in Section B, Developed Multi-family Zoned Land.
- E. Recreational Vehicle parking on Developed Commercial General Zoned Property (CG) that contains an active business within a building structure is allowed if RV is parked for human occupancy on the property upon meeting all of the following conditions.
1. One (1) RV may be parked for human occupancy on the property up to the maximum of 14 consecutive days in a 30 day period.
 - a. RV must be the property of the owner or full-time lessee of the property.
 - b. RV must be parked at least five (5) feet from the front, side, and rear property lines and ten (10) feet from a structure when unit is fully extended.
 - c. RV may be connected to the owner or lessee power with a Marion County Public Works Department, Building Inspection Program, approved RV connection box ONLY. Connections using extension cords are NOT allowed.
 - d. RV may be self-contained; however, black and grey water holding tanks shall be emptied only at an authorized RV dump station.
 - e. Adequate on-site parking shall be provided for additional vehicles allowing for setback from side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within a driveway.

F. Recreational Vehicles on Undeveloped Residential (RS) & Multi-family (RM) Zoned Property -- Two (2) RVs may be parked for human occupancy on undeveloped Single Family or Multi-family zoned unit of land upon meeting all of the following conditions:

1. The property shall have City-approved access driveway. Adequate on-site parking shall be provided for additional vehicles allowing for setback from side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within a driveway.
2. The property shall have a City-approved and installed water meter and a water line, going from the meter to a hose bib on the property. During use of the property, the water must be turned on and a hose must be available for fire dousing in the fire pits and for fire protection.
3. The RV may be hooked up to electrical power with a Marion County Public Works Department, Building Inspection Program, approved RV connection box. Connections using extension cords are not allowed.
4. The RV shall either be self-contained or toilet facilities shall be provided. Property owner must obtain approval for a porta-potty from the City, or provide proof of an acceptable sanitation system approved by the City. For self contained units, black and grey water holding tanks shall be emptied only at an authorized RV dump station.
5. From April 1st through October 31st, the property may be used by the property owner for placement of two (2) RVs.
6. From November 1st through March 31st, two (2) RVs may be parked for human occupancy on the property for property owner's personal use up to the maximum of a 30 days.
7. If residency in RV exceeds two (2) weeks, the owner of the RV/property must subscribe with the municipality's contract sanitary disposal company for garbage collection.
8. Rental or leasing land or space for one (1) RV is allowed based upon the established time period indicated in Section 3.6.3., Letter F., Numbers 6 and 7 .
9. The property shall have adequate space for on-site vehicle parking. The RV shall be parked at least five (5) feet from the front, side, and rear property lines and at least ten (10) feet from a structure when unit is fully extended.
10. Additional RV parking for human occupancy requires a permit issued by the city Recorder with approval of two (2) City Councilors when meeting the following:
 - a. Permit is subject to a fee established by Resolution of to the Detroit City Council.
 - b. Permit applies to property owner/lessee requesting the permit and it is not transferable with the property.

G. Recreational Vehicles on Undeveloped Commercial Zoned Land.

1. Parking RV's on undeveloped commercially zoned property for human occupancy is prohibited.

H. Recreational Vehicles (RV) Storage.

1. Storage of Recreational Vehicles (RV) on Developed Single Family, Multi-Family or Commercial General zoned property that contains a single-family dwelling is permitted based upon the RVs being parked a minimum of five (5) feet from the front, side, and rear property lines and ten (10) from a structure.
2. RV/boat storage on Undeveloped Single Family and Multi-Family zoned property is prohibited unless the RV/boat is the personal property of the property owner up to a maximum of two (2) in number.
3. RV storage may be allowed on Developed Commercial zoned property with an existing commercial use as an accessory use if:
 - a. City Council approves the RV storage,
 - b. The property owner of the storage area has a business license from the City to operate the existing (principal use) business,
 - c. The storage is accessory to the primary use on the property and the storage is only for RVs, boats, and boat/watercraft trailers, and
 - d. The property is not located in the Detroit Avenue Business Corridor (properties abutting Detroit Avenue and zoned Commercial General (CG)).
4. RV/Boat storage on Undeveloped Commercially zoned property is prohibited unless:
 - a. Property owner completes and receives approval of a land-use application based upon the required application type, procedure, and process applicable to RV/boat storage pursuant to Detroit Development Code, Chapter 2.3—Commercial General Zone Requirements, and
 - b. Property owner applies for and is granted a business license from the City to operate a designated RV storage facility on the property.

I. Other

1. RV/boat storage or overnight use of RV on City streets and City right-of-ways is prohibited.
2. Owners of Vacation Rental properties are responsible for compliance by their renters/tenants of these regulations. (Vacation rentals are as defined within the Transient Tax Ordinance and may include the following as examples: tourist home or house, bed & breakfast, lodging house, rooming house, and apartment house, public or private dormitory, and space in mobile home or trailer parks.)
3. Any RV parking conditions not specifically addressed requires a permit issued by the City Recorder with approval of two (2) City Councilors when meeting the following.

- a. Permit is subject to a fee established by Resolution of the Detroit City Council.
- b. Permit applies to property owner/lessee requesting the permit and it is not transferable with the property.

3.6.4 OPEN CAMPING/TENTS

A. **Developed Single Family (RS) Zoned Property, Multi-family (RM) Zoned Property with Single Family Residence, Commercial (CG) Zoned Property with Single Family Residence**

- 1. A maximum of four (4) tents may be placed on single-family, multi-family and commercial zoned property with single family residences, and a maximum of four (4) tents per unit may be placed on multi-family and commercial zoned unit of property with multiple dwellings and allowed:
 - a. from April 1st through October 31st,
 - b. from November 1st through March 31st up to the maximum of 14 consecutive days in a 30 day period, and
 - c. meeting the following conditions.
 - (1) Tents must be placed at least five (5) feet from the side and rear property lines and at least ten (10) feet from the front property line. Each tent must be located a minimum of five (5) feet from any other camping space or structure when the unit is fully extended.
- 2. Additional tents require a permit issued by the City Recorder and approval of two (2) Councilors when meeting the following.
 - a. Permit is subject to an applicable fee established by Resolution of the Detroit City Council.
 - b. Permit applies to property owner requesting the permit and is not transferable with the property.
- 3. Adequate on-site parking shall be made available for vehicles of all guests and family members allowing for a setback from the side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within a City-approved driveway.

B. **Residential Undeveloped property** - Tent camping on residential undeveloped property must comply with the following regulations:

- 1. Property must have an installed water meter and a water line going from the meter to a hose bib on the property. During use of the property the water must be turned on and a hose available for fire dousing in fire pits and fire protection.
- 2. The property must have a City approved access driveway.

3. Adequate on-site parking shall be provided for additional vehicles allowing for setback from side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within a driveway.
 4. A maximum of four (4) tents are allowed.
 5. Camping is allowed from April 1st through October 30th
 6. Tents may be placed on the property up to the maximum of 14 consecutive days within a 30-day period.
 7. Tents must be placed at least five (5) feet from the side and rear property lines and at least ten (10) feet from the front property line. Each tent must be located a minimum of five (5) feet from any other camping space when the unit is fully extended.
 8. Toilet facilities must be provided. Property owner must obtain approval for a porta-potty from the City, or provide proof of an acceptable sanitation system approved by the City.
 9. All trash shall be removed from the site.
 10. Additional tents require a permit issued by the City Recorder and approval of two (2) Councilors when meeting the following.
 - a. Permit is subject to an applicable fee established by Resolution of the Detroit City Council.
 - b. Permit applies to property owner requesting the permit and is not transferable with the property.
- C. **Commercial Undeveloped property** - Camping is prohibited on undeveloped commercial property.
- D. **Commercial Developed Property** – Camping is prohibited on commercial developed property except for Motels as defined in Ordinance No. 215, Transient Occupancy Tax Ordinance, but excluding motels located in the Detroit Avenue Business Corridor (properties abutting Detroit Avenue and zoned Commercial General CG):
1. Motel (Definition): Any structure, or any portion of any structure, which is occupied or intended or designed for occupancy for 30 consecutive days or less for dwelling, lodging, or sleeping purposes, and includes, by way of illustration and not limitation, any motel, inn, tourist home or house, hotel, bed & breakfast, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, public or private dormitory, fraternity, sorority, public or private club, space in mobile home or trailer parks, or similar structure or portions thereof so occupied.
 2. The following conditions apply:
 - a. A maximum of four (4) guest tents are allowed.

- b. Tents must be placed at least five (5) feet from the side and rear property lines and at least ten (10) feet from the front property line. Each tent must be located a minimum of five (5) feet from any other camping space or structure when the unit is fully extended.
- c. Guest tent camping is allowed:
 - from April 1st through October 31st, and
 - from November 1st through March 31st up to the maximum of 14 consecutive days in a 30 day period.
- d. Additional tents requires a permit issued by the City Recorder and approval of two (2) Councilors when meeting the following.
 - Permit is subject to an applicable fee established by Resolution of the Detroit City Council.
 - Permit applies to property owner requesting the permit and is not transferable with the property.
 - Adequate on-site parking must be available for vehicles allowing for setback from side and rear property lines and between vehicles a minimum of three (3) feet in width. No parking is permitted within a front yard setback unless located within a driveway.

E. Other

- 1. Any Open Camping/Tent conditions not specifically addressed requires a permit issued by the City Recorder with approval of (2) Councilors when meeting the following.
 - a. Permit is subject to an applicable fee established by Resolution of the Detroit City Council
 - b. Permit applies to property owner requesting the permit and is not transferable with the property.



RV Parking and Camping in the City of Sisters Frequently Asked Questions

Q: *Can I camp/stay overnight in an RV parked on the street?*

A: No, City regulations prohibit overnight camping on city property, including parks and the right-of-way (with the exception of Creekside Campground). [SMC 4.05.020\(13\)](#)

Q: *Can I park my RV on a City street overnight, even if I'm not camping in it?*

A: Overnight RV parking in the right-of-way is only allowed where specifically designated through RV striped parking spaces and/or signage. Designated RV parking is located on the south side of E Main Ave between N Cedar St and N Locust St (*north of City Hall*). [SMC 4.05.020\(13\)](#)

Q: *Can I stay overnight in my own RV or allow a guest to stay overnight in their own RV on my property for a few days?*

A: Temporary use of a single RV for overnight camping is generally considered a permitted accessory use and is allowed as follows:

- When located on a developed lot containing an occupied, single-family dwelling;
- When parked in a legal parking space (i.e. driveway) and fully sited on private property; and
- Maximum of one (1) RV allowed per lot.

Use of the RV and property is subject to all other rules and restriction in the Sisters Municipal Code (i.e. noise) and Sisters Development Code.

Q: *Is RV camping allowed on an undeveloped or vacant parcel?*

A: Only if a Temporary Use Permit (TUP) has been issued. [SMC 2.15.1900](#)

Q: *Is overnight camping for more than one (1) RV allowed on a lot?*

A: Only when located in an RV park or campground, or if a Temporary Use Permit (TUP) has been issued (regardless of whether or not the property is developed or undeveloped). [SMC 2.15.1900](#)

Q: *Where can I camp overnight in City Limits?*

A: Creekside Campground is an overnight, City-owned park that contains 60 camp sites including 27 full hook-up sites plus a separate "hiker/biker" area. It is located at 504 S Locust St, Sisters, OR 97759. Reservations can be made online at: <https://properties.camping.com/sisters-creekside-campground/reservations>.

Q: *How can I find more information on the City's camping and parking regulations?*

A: By visiting the City's website at <https://www.codepublishing.com/OR/Sisters/>, by contacting City Hall at 541-549-6022, or in person at Sisters City Hall located at 520 East Cascade, Sisters, Oregon 97759.

ORDINANCE NO. 266

AN ORDINANCE AMENDING THE CITY OF DETROIT DEVELOPEMENT CODE.

WHEREAS, in September 2020 the Beachie Creek and Lionshead wildfires destroyed many homes throughout the North Santiam Canyon; and

WHEREAS, many individuals and families need to find safe, affordable transitional or emergency housing; and

WHEREAS, ORS 446.265 states:

ORS 446.265

- (1) Inside an urban growth boundary, a local government may authorize the establishment of transitional housing accommodations used as individual living units by one or more individuals. Use of transitional housing accommodations is limited to persons who lack permanent or safe shelter and who cannot be placed in other low-income housing. A local government may limit the maximum amount of time that an individual or a family may use the accommodations.
- (2) Transitional housing accommodations are intended to be used by individuals or families on a limited basis for seasonal, emergency or transitional housing purposes.

WHEREAS, the City of Detroit believes the property owners in the community can provide transitional housing opportunities for displaced residents of the North Santiam Canyon; and

WHEREAS, the City Council concludes the City should amend the Detroit Development Code to allow transitional emergency housing for a limited duration in the Single Family Residential, Multi-Family Residential, Commercial General and Public zones; and

NOW, THEREFORE, the City Council of the City of Detroit hereby ordains as follows:

SECTION 1. Chapter 3.6.3 J of the City of Detroit Ordinance is amended to read as follows:

1. RV Use as a Temporary Residence. The use of a recreation vehicle as a temporary residence on a legal buildable lot is permitted provided that:
 - a. The use of a self-contained recreational vehicle is for emergency/transitional housing, in response to the Beachie Creek and Lionshead wildfires. The RV use as a temporary residence is permitted as follows:

- a. In the Single Family Residential, Multi-Family Residential, Commercial General and Public zones one recreational vehicles are permitted on a legal buildable lot when a Transitional Housing permit is obtained.

SECTION 2. Chapter 3.6.3 J is hereby added to the Detroit Development Code to read as follows:

2. **RV Use as Transitional Housing.** Standards for a recreation vehicle to be occupied as a temporary residence as emergency/transitional housing, in response to Beachie Creek and Lionshead wildfires, in the Residential, Commercial-Residential, Industrial and Public zones are as follows:
 1. An application for a Transitional Housing permit to use a recreational vehicle as emergency housing shall be submitted to the city by the applicant/property owner. The application shall include:
 - a. A completed application form.
 - b. A site plan showing the proposed location of the recreational vehicle on the site, including all permanent buildings, the location of the recreational vehicle, proposed screening, fencing or landscaping (if any) and how water supply, sewage disposal and electrical connections shall be accomplished in a safe and approved manner.
 - c. A filing fee in accordance with the City's fee schedule for an RV permit.
 - d. A statement from the applicant/property owner certifying that the applicant/property owner will comply with subsections (3) through (10) of this section.
 2. The City Recorder shall be the decision authority.
 3. One recreational vehicle may be used for emergency housing on each legal buildable lot, except as permitted.
 4. No recreational vehicle may be occupied until after an application has been approved by the City Recorder and required building, plumbing and/or electrical permit(s) have been issued by the County and approved after final inspection.
 6. A recreational vehicle may be occupied for a period of up to twenty-four (24) months. Upon written request, the City Recorder may grant not more than two (2)-twelve (12) month extension for a recreational vehicle to be used for emergency housing.
 7. RV must be parked at least five (5) feet from the front, side, and rear property lines and ten (10) feet from a structure when unit is fully extended.
 8. RV may be connected to the owner or lessee power with a Marion County Public Works Department, Building Inspection Program approved RV connection box ONLY. Connections using extension cords are NOT allowed.
 9. RV may be self-contained; however, and grey water holding tanks shall be emptied at only at an authorized RV dump station.

10. Recreational Vehicle shall not be connected to the septic/sewer without proof of a Septic Authorization Notice from Marion County Public Works Department. Discharge of “grey water” and/or toilet facilities directly onto the ground is prohibited.
11. The applicant/property owner shall agree in writing that upon the expiration of the Transitional Housing permit, he/she/they shall remove the recreational vehicle from the lot within thirty (30) days.

SECTION 3, To allow property owners access and flexibility to rebuild on properties in the City of Detroit, Section 3.8.1 of the Detroit Development Code, Primary Structure Requires is amended to read:

- A. Primary structure required. An accessory structure shall not be allowed without another permitted structure unless an accessory structure is being built on a lot impacted by the Beachie Creek and Lionshead wildfires in September 2020.
 1. Properties subject to damage from the Beachie Creek and Lionshead wildfire in September 2020 are permitted to build an accessory structure(s) prior to a primary structure being built. This is to provide storage and accessibility to property during a rebuild. All other development standards apply. A primary structure will need to be built by the completion of termination of Ordinance 266.

SECTION 4 To allow property owners flexibility to build back to their original setbacks, Section 5.2.2A Nonconforming Development is amended to read:

1. Destruction of Nonconforming Structure by the Beachie Creek and Lionshead Wildfire of 2020. For properties impacted by the Beachie Creek and Lionshead Wildfire of 2020, they may restore or replace any lawful nonconforming building or structure. Restoration or replacement shall be commenced within four years of the date this Ordinance is enacted. This does not relinquish compliance with State and Federal Codes.

SECTION 5. Emergency Clause. It is hereby adjudged and declared that the existing conditions are such that this ordinance is necessary for the immediate preservation of the public peace, health and safety of the City of Detroit in response of the September 2020 the Beachie Creek and Lionshead wildfires destroyed many homes throughout the North Santiam Canyon. An emergency is hereby declared to exist, and this ordinance shall take effect and be in full force and effect when signed by the Mayor and passed by this Council.

SECTION 6. Severability. The provisions of this ordinance are severable. If a section, sentence, clause, or phrase of this ordinance is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 7. Sunset Clause. This ordinance will remain in effect until September 8, 2025 at 11:59 p.m. PST.

This Ordinance read for the first time by title only on the 23rd of February, 2021.

This Ordinance read by title only for the second time on the 23rd of February, 2021.

This Ordinance passed on the 23rd of February, 2021 by the City Council and executed by the Mayor this 23rd day of February, 2021.

Councilor Votes:

Mayor Trett
Councilor Page
Councilor Luke
Councilor Sheppard
Councilor Tesdal
Councilor Engle
Councilor Smith

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Date: 03/19/21 By: Jim Trett

Jim Trett, Mayor

Date: 3/22/2021 Attest: Kelly Galbraith

Kelly Galbraith, City Recorder

APPROVED AS TO FORM

Date: 3/17/2021 By: Bill Monahan
Bill Monahan, City Attorney

ORDINANCE NO. 271

AN ORDINANCE AUTHORIZING THE OPERATION OF CLASS I AND CLASS IV ALL-TERRAIN VEHICLES, LOW-SPEED VEHICLES AND GOLF CARTS ON CERTAIN STREETS LOCATED WITHIN THE BOUNDARIES OF THE CITY OF DETROIT, OREGON AND REPEALING ORDINANCE 236 AND 240.

WHEREAS, THE City of Detroit (the “City”) desires to adopt an ordinance authorizing the operation of All-terrain vehicles, low-speed vehicles and golf carts on certain streets located within the boundaries of the City; and

WHEREAS, the City has determined that it is necessary to impose certain restrictions on the operation of all-terrain vehicles, low-speed vehicles and golf carts, here and after referred to as ATV/LSV/Golf Carts, on such streets in order to protect the interest and safety of the general public.

NOW, THEREFORE, THE CITY OF DETROIT ORDAINS AS FOLLOWS:

1. Incorporation. The above-stated findings are hereby adopted.
2. Short Title. This Ordinance No. 271 (this “Ordinance”) may be referred to and cited as the “ATV/LSV/Golf Cart Ordinance”.
3. Definitions. As used in this Ordinance, the following capitalized terms have the meanings assigned to them below:

“All-Terrain Vehicle(s)” and **“ATV(s)”** mean Class I All-Terrain Vehicles, and/or Class IV All-Terrain Vehicles.

“ATV Operator Permit” has the meaning given that term under OAR 736-004-0015(10). OAR 736-004-0015(10) defines an ATV Operator Permit as the ATV Safety Education Card issued upon completion of an Oregon Parks and Recreation Department-approved ATV Safety Education course and passage of the minimum standards test of ATV Safety Education competency as established by the Oregon Parks and Recreation Department.

“Class I All-Terrain Vehicle(s)” has the meaning given that term under ORS 801.190. ORS 801.190 defines a Class I All-Terrain Vehicle as a motorized, off-highway recreational vehicle that (a) is 50 inches or less in width, (b) has a dry weight of 1,200 pounds or less, (c) travels on three or more pneumatic tires that are six inches or more in width and that are designed for use on wheels with a rim diameter of 14 inches or less, (d) uses handlebars for steering, (e) has a seat designed to be straddled for the operator, and (f) is designed for a capable of cross-country travel on or immediately over land, water, sand, snow, ice, marsh, swampland, or other natural terrain. Class I All-Terrain Vehicles may also be known as quads, three-wheelers, or four-wheelers.

“Class IV All-Terrain Vehicle(s)” has the meaning given that term under ORS 801.194(2). ORS 801.194(2) defines a Class IV All-Terrain Vehicle as any motorized vehicle that (a) travels on four

or more pneumatic tires that are six inches or more in width and that are designed for use on wheels with a rim diameter of 14 inches or less, (b) is designed for or capable of cross-country travel on or immediately over land, water, sand, snow, ice, marsh, swampland, or other natural terrain, (c) has non-straddle seating, (d) has a steering wheel for steering control, (e) has a dry weight of 1,800 pounds or less, and (f) is 65 inches wide or less at its widest point. Class IV All-Terrain Vehicles may also be known as Side-by-Sides.

“Driver License” has the meaning given that term under ORS 801.245.

“Golf Cart” has the meaning given that term under ORS 801.295 defines a golf cart as a motor vehicle that has not less than three wheels in contact with the ground, has an unloaded weight less than 1,300 pounds, is designated to be and is operated at not more than 15 miles an hour and is designated to carry golf equipment and not more than two persons, including the driver. *Golf carts can have between two and eight seats.

“Low-Speed-Vehicle” has the meaning given that term under ORS 801.331 defines a low-speed-vehicle a four wheeled motor vehicle with a top speed of more than 20 miles per hour but not more than 25 miles per hour.

“Motorcycle Helmet” has the meaning given that term under ORS 801.366. ORS 801.366 defines a Motorcycle Helmet as a protective covering for the head consisting of a hard outer shell, padding adjacent to and inside the outer shell and a chin-strap type retention system with a sticker indicating that the motorcycle helmet meets standards established by the United States Department of Transportation.

“Traffic Law(s)” means any and all Oregon statutes and regulations relating in any way to the operation or use of motorized vehicles, including, without limitation, the Oregon Vehicle Code (ORS Chapters 801 to 826) and any regulations promulgated thereunder.

“Street(s)” means all highways, roads, streets, and alleys, other than State of Oregon highways and two-lane gravel roads, within the boundaries of the City that are open, used, or intended for use of the general public for vehicles or vehicular traffic as a matter of right.

4. Operation of ATV/LSV/Golf Carts on Streets Authorized. Subject to the provisions of this Ordinance, ATV/LSV/Golf Carts may be operated on streets subject to the conditions and restrictions set forth under ORS 821.200. ATV/LSV/Golf Carts are prohibited from operating under this Ordinance on any State of Oregon highway within the boundaries of the City, including, without limitation, Highway 22, except that a person may, while operating an ATV/LSV/Golf Cart may cross State of Oregon Highway 22 at Forest Avenue to the extent permitted under applicable Oregon law, including, without limitation, ORS 821.200(1), for which a copy thereof is attached and incorporated. Use of cross walk warning lights at Forest Avenue and Highway 22 is prohibited. Operation of ATV/LSV/Golf Carts not equipped with headlights and taillights is prohibited from dusk to dawn.

5. Regulations for Operation of ATV/LSV/Golf Carts. ATV/LSV/Golf Carts operated under this Ordinance must be operated in compliance with all applicable federal, state, and local laws, regulations, and ordinances, including, without limitation, all applicable Traffic Law requirements (including, without limitation, ORS 811.255) and all posted speed limits, and in a manner comporting with the public health, safety, and general welfare.
6. ATV/LSV/Golf Cart Operator Permit Required. (a) A person operating an ATV/LSV/Golf Cart under this Ordinance must be 16 years of age or older and hold a valid Driver License. ATV operation would also require a valid ATV Safety Education Card. (b) Operating an ATV/LSV/Golf Cart on city streets will require a permit issued by the City of Detroit. Cost of the permit will be \$100.00 per year. The permit will be effective April 1 of the year issued until March 31st of the following year. (c) A current permit must be visible from the rear of the vehicle.
7. Safety Equipment Requirements. All-Terrain Vehicles/LSV's operated under this Ordinance must be equipped with the safety equipment required under all applicable Traffic Laws, including without limitation, ORS 821.030, ORS 821.040, ORS 821.220, ORS 821.230, and OAR 735-116-000. **Orange slow moving vehicle triangles are not required.**
8. Helmet Requirement. Any person under the age of 16 operating or riding as passenger must wear a Motorcycle Helmet with a fastened chin strap while on an ATV operated under this Ordinance.
9. Safety Belt Requirement. A person must be properly secured with a safety belt or safety harness while operating or riding as a passenger on an ATV/LSV operated under this Ordinance if such ATV/LSV was required to be equipped with safety belts or safety harnesses at the time the ATV/LSV was manufactured or safety belts or safety harnesses have been installed on the ATV.
10. Speed Limits. All-Terrain Vehicles operated under this Ordinance may not be operated (a) at a **rate of speed greater than the posted speed limit**, or (b) in a negligent manner as to endanger or cause injury, death, and/or damage to the operator or person or property of another.
11. Prohibition on Operating ATV/Golf Carts While Driving Privileges Suspended. A person may not operate an ATV/Golf Cart under this Ordinance while the person's driving privileges (i.e., Driver License) are suspended or revoked.
12. Financial Requirements. ATV/LSV/Golf Carts operated under this Ordinance must meet the financial responsibility requirements under ORS 806.060. For purpose of this Section 13, "financial responsibility requirements" means the ability to respond in damages for liability, on account of accidents arising out of the ownership, operation, maintenance, and/or use of an ATV/LSV/Golf Carts, in a manner provided under ORS 806.060.
13. Posting. The City will post signs giving notice that the operation of ATVs/Golf Carts is permitted upon streets under the provisions of this Ordinance. The City will post such signs at locations necessary to inform the public that ATVs are permitted upon streets, which sign locations will be determined by the City in its sole discretion.

- 14. Liability. The operation of an ATV/Golf Cart will be undertaken at the sole risk and responsibility of the owner and/or operator. The city by passing this Ordinance, assumes no responsibility for the operation of such ATVs/Golf Carts and will be held harmless in any action arising from the operation of such ATVs/Golf Carts on or off any public way within the city, including, without limitation, Streets.
- 15. Penalties. Violation of, or failure to comply with any provisions of this Ordinance, including without limitation the operation of an ATV/LSV/Golf Cart where such ATV/LSV/Golf Cart is prohibited, or failure to comply with the city’s Nuisance Ordinance No. 213 Section 15, is punishable by a fine not to exceed \$250.00 per first and second violation. Each violation of this Ordinance will constitute a separate offense. The third violation, \$250.00 plus loss of permit privilege for one year. Can reapply after one year. The penalties imposed by this Section 15 are not exclusive and are in addition to any other remedies, civil or criminal, available to the city under applicable law.
- 16. Enforcement. Any law enforcement or City of Detroit Code Enforcement Officer may enforce this ordinance.
- 17. Miscellaneous. All pronouns contained in this Ordinance and any variations thereof will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the identity of the parties may require. The singular includes the plural and the plural includes the singular. The word “or” is not exclusive. The words “include”, “includes”, and “including” are not limiting. Any reference to a particular law, statute, rule, regulation, code, or ordinance includes the law, statute, rule, regulation, code, or ordinance as now in force and hereafter amended. The provisions of this Ordinance are hereby declared to be severable. If any section, subsection, sentence, clause, and/or portion of this Ordinance is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this Ordinance. This Ordinance may be corrected by order of the City Council to cure editorial and/or clerical errors.
- 18. Effective Date. This Ordinance will become effective 30 days after its passage by the City Council.

First read before the City Council of the City of Detroit on December 13, 2022.
 Second reading by title before the City Council of the City of Detroit on January 10, 2023.

Passed by the Common Council of the City of Detroit, Oregon, this 13th day of December, 2022.

Ayes _____ Nays _____ Absent _____

Signed:

Attest:

James R. Trett, Mayor

Kelly Galbraith, City Recorder



P.O. Box 589 Detroit, Oregon 97342 + (503) 854-3496

ATV/ LSV/ GOLF CART OPERATOR PERMIT

THE ISSUANCE OF A PERMIT FOR OPERATION OF ATV/ LSV/ GOLF CARTS ON AUTHORIZED STREETS.

ApplicantsName(s): _____

Address: _____ Phone: _____

Mailing Address _____
(If different from the address listed above)

Beginning date of use: _____
(ATV, LSV/ Golf Cart permit is valid April 1st – March 31st)

A COMPLETED APPLICATION MUST:

1. Be filled out completely.
2. Filled out by the owner of ATV/LSV/ Golf Cart.

By checking this box and signing below you agree that you have read over and understand ORDINANCE NO. 271, as it pertains to the permit you are receiving.

Applicants Signature: _____ Date: _____

Issued by City of Detroit Recorder	_____
Date	_____
Renewal	_____



P.O. Box 589 Detroit, Oregon 97342 • (503)854-3496

CITY CLERK JOB DESCRIPTION

DUTIES, QUALIFICATION AND SKILLS

The City Clerk position is “at will” employment with the City of Detroit. The City Clerk’s duties will be assigned as needed by the City Recorder. However, the job shall include the following duties.

- 1 Maintain the water billing program and complete all processes involved in the billing of accounts, maintenance of up-to-date records of customer information, posting of payments and banking of same and balancing the water accounts each month to the city accounting program.
- 2 Attend City Council meetings as required.
- 3 As Municipal Court Clerk - Attend Municipal Court as required.
- 4 Assist City Recorder as needed. (Answer telephones, take messages, work with the public and file as needed.) City Clerk does not have authority to make commitments on behalf of the City of Detroit on any matters. Decisions must be deferred to the City Recorder. All communications must be documented in the daily log.
- 5 Must be proficient at computer skills including but not limited to, word processing, database, spreadsheets and reports.
- 6 Must have the ability to work independently, without supervision by budgeting time wisely and prioritizing work duties.
- 7 Must have excellent Customer Service, communication and telephone skills.
- 8 City Clerk is expected to maintain the highest standard of safety and ethical accountability in performance and conduct.
- 9 Must be able to stand and or sit for up to 8 hours in a single day.

CITY CLERK COMPENSATION

Supervisor: City Recorder

Hours: Up to 40 hours per week

Overtime: Emergency only and must obtain prior authorization of Supervising Authority or City Recorder before any hours are worked

Benefits: Per Personnel Policy Manual

Sick Leave: Per Personnel Policy Manual

Vacation: Per Personnel Policy Manual

Paid Holidays: Per Personnel Policy Manual

Training: Per Personnel Policy Manual

Performance Evaluation: Annually in March

Compensation Review: Dependent on Annual Reviews and Based on Budgetary Constraints

Involuntary Termination: As a part of employee's "at will" status, termination may occur at the discretion of the Supervising Authority or City Recorder with approval by the City Council.

Print Name: _____

Signed: _____ Date: _____

CITY OF DETROIT

Attested : _____ Date: _____
Kelly Galbraith, City Recorder

H B H
CONSULTING
ENGINEERS

501 E First Street
Newberg, Oregon 97132
phone 503-554-9553
fax 503-537-9554

February 3, 2023

Mr. James Trett
City of Detroit
345 Santiam Ave
Detroit, OR 97342

Re: Forest Avenue Pedestrian Improvements

Dear James,

HBH Consulting Engineers, Inc. is pleased to provide this proposal for civil engineering services for the design and construction of the Forest Avenue Pedestrian Improvements project.

Project Understanding

The City of Detroit has been making efforts to improve pedestrian access from the east side of Highway 22 to the downtown area by putting in a pedestrian crossing beacon was put in years back. There is still an issue with pedestrian access to highway 22 from the northeast neighborhoods on Forest Avenue. The City of Detroit received a grant from the Oregon Department of Transportation Small City Allotment program in the amount of \$250,000 to widen Forest Avenue to include a pedestrian path. This work will require undergrounding the existing storm system and the installation of an ultrablock retaining wall. Work on Forest Avenue will continue to the east so long as funding exists.

Scope of Work

Our scope of work for this project is as follows:

Task A – Design: HBH will coordinate with each public and private utility with existing infrastructure within the project boundary. HBH will provide design of the desired pedestrian improvements in such a format as to allow for bidding and construction. Design drawings showing the extents of the rehab will be prepared along with technical requirements for the rehab. The design will utilize aerial imagery as well as topographic survey from July 2020. A new topographic or boundary survey will not be included in this scope.

Task B – Construction Bidding: HBH will publish the project for construction bids in the Daily Journal of Commerce or through an informal quote process, meeting state and local procurement laws. All publication fees will be billed to the City, HBH will respond to all technical questions from contractors and issue any required clarifications and addendums. Copies of the bid/contract documents, plans, and specifications will be provided upon request at cost to the City. HBH will also send project documents to plan centers at cost. HBH will review the contractor bids and submit a recommendation of award to the City.

City of Detroit
 Forest Avenue Pedestrian Improvements
 February 3, 2023
 Page 2 of 3

Task C – Construction Management: HBH will coordination and conduct a pre-construction meeting. HBH will invite all affected parties to this meeting. HBH will act as the designated construction inspector. HBH will inspect the contractor’s work for conformity to the plans and specifications as well as adherence to the contractor’s schedule. Any deviations for the plans or specifications will be noted and communicated to the City and contractor for immediate rectification. Non-adherence to the proposed construction schedule will be noted and correspondence sent out requiring the contractor to submit an updated schedule reflecting how the project will be completed within the contract time to the City and HBH. If required, HBH will modify the construction inspection schedule to witness key events. This task is not to be taken as full-time inspection.

Task D – Submittal Review/Construction Management: HBH will review all pay requests and submit recommendations to the City for payment. Further, HBH will review all change order requests and assist the City in any required negotiations. HBH will also review all contractor submittals and provide recommendations of approval to the City.

Not Included in Our Scope:

- Offsite improvements unless noted
- Environmental and soils
- Landscaping and street lighting
- Easements
- Permits and agency fees
- Construction Staking
- Storm Water Collection Systems
- Asphalt Core Samples
- Geotechnical Engineering

Proposed Fee

Our lump sum fee for this work shall be as follows:

Task	Cost
A Design	\$12,500
B Construction Bidding	\$7,500
C Construction Services	\$10,000
D Submittal Review/Construction Management	\$5,000
Total Project Cost	\$35,000

Mileage will be billed at the current IRS mileage rate, which is currently at \$0.655/mile. Payment is due within 30 days of invoice (monthly) or be subject to 1.5 percent monthly interest. Administrative work requested above

City of Detroit
Forest Avenue Pedestrian Improvements
February 3, 2023
Page 3 of 3

the scope listed will be billed at \$54/hr. If the agreed upon scope of work changes, HBH reserves the right to renegotiate the fee associated with the changes in scope of work or additional services.

Owner hereby agrees should collection of above services become necessary they shall pay reasonable collection fees and or attorney costs. If the above fee is acceptable please sign and date below, keep a copy for your records, and return the original to our office. We are able to begin work as soon as we receive a signed agreement.

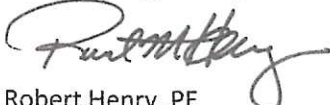
We look forward to continuing our relationship with the City of Detroit through this project. If you have any questions or concerns about this proposal, please do not hesitate to contact me.

Accepted by: _____

Date: _____

Sincerely,
HBH Consulting Engineers, Inc.

DocuSigned by:



Robert Henry, PE
City Engineer

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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, City Councilor

Kelly Galbraith, City Recorder
Michelle Connor, City Clerk



City of Detroit, Oregon
City Council Reg Session
Minutes

January 10, 2023
6:30 p.m.
345 Santiam Ave W.
Detroit, Oregon

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

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

Email: detroit@wvi.com

The City of Detroit is an equal opportunity provider and does not discriminate on the basis of race, creed, color, country of origin, religion, sexual orientation or identity, disability, or other immutable characteristics. Those with a disability who wish to request an accommodation or aid in order to participate in this meeting should contact the City Recorder at (503) 854-3496 or by email at detroit@wvi.com.

Meetings of the City Council of Detroit will be broadcast via Zoom, as well as on other form(s) of electronic media as they become available. If you require additional assistance to participate in this public meeting, please contact the City of Detroit at least 48 business hours prior to the meeting (503) 854-3496 or by email at detroit@wvi.com.

- I. **Call to Order** – Council President, Eric Page called the meeting to order at 6:30 PM and lead the pledge of allegiance.
- II. **Council Roll Call**- Present- Michele Tesdal, Denny Nielsen, Greg Sheppard, Mayor Trett, Todd Smith, Eric Page, Tim Luke. Staff Present- Kelly Galbraith & Michelle Connor.
- III. **Approval of the Agenda**- Denny Nielsen made a motion to approve the agenda, seconded by Michele Tesdal, all in favor, motion passed unanimously.
- IV. **Acceptance of Election Results/Oath of Office**- Tim Luke made a motion to accept the election results, seconded by Denny Nielson, all in favor, acceptance accepted unanimously. Michele Tesdal, Denny Nielson, Greg Sheppard and Todd Smith all took their oath of office and were sworn in by City Recorder Kelly Galbraith.
- V. **Nominate and Appoint Mayor/Oath of Office**- A motion was made by Denny Nielson to nominate and appoint Jim Trett as Mayor, seconded by Todd Smith, all in favor passed unanimously. Mayor Trett took oath of office and was sworn in by City Recorder Kelly Galbraith.

- VI. Nominate and Appoint Council President/Oath of Office** A motion was made by Tim Luke to appoint Denny Nielson as new Council president. Michele Tesdal brought it to the attention of Council, that Eric Page will continue to serve as Council president for the next year, because this is what is stated in the Council rules.
- VII. Appointment of Council Commissions by Mayor with the Consent of the Council**
– All Councilors have been reappointed to the same commissions.

Current Commissions

- 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
- g. Commercial District Rebuild Commissioner – Denny Nielsen

VIII. Appointment of Personnel Review Board Members by Mayor with the Consent of the Council – Current Personnel Review Board Member:

- a. Tim Luke – Reappointed
- b. Todd Smith- Reappointed

-Tim Luke and Todd Smith have both been reappointed to remain on personnel Review Board Members.

IX. Appointment of Alternate Personnel Review Board Member by Mayor and Consent of the Council – Current Personnel Review Board Member Alternate

- a. Michele Tesdal – Reappointed
-Michele Tesdal- has been reappointed as alternate personnel review board member.

X. Special Orders of Business – None

XI. Committee Reports -None

<p>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.</p>
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XII. Public Comments- Debbie Ruyle 125 Melgard Ct. Detroit. In regards to what

This is the time set aside for comments from the public on matters not on the agenda. Commenters are limited to three (3) minutes. Time may not be yielded. Questions from the Council or staff to commenters shall not be counted against the allotted three (3) minutes.

happened with the water, how has it been fixed? How will this not happen again? Eric Page responded to her questions- We had severe freezing weather that occurred. This was followed by a very rapid warm up from below freezing temps followed by rapid warming temps. During that time, we had numerous large volume leaks that occurred. Not on the City side of the meters, but on the property owner's side. The snow on the ground made it more difficult to track down exactly where the leaks were coming from. Soon after we experienced rainfall and melting of snow, this brought the turbidity of the water way up. This began clogging of the pumps. This was followed by a power outage. An emergency generator was on site with-in three hours of the power outage. The tank had almost been depleted of water because of the size of the leaks. It was decided to shut water off to the entire town, so that issues such as leaks could be resolved. We are looking into getting a bigger temporary tank or storage so that this does not continue being an issue.

XIII. Resolutions, Orders and Administrative Action

- a. Ordinance 271 – ATV/Golf Cart – Repealing Ordinance 236 & 240. – Opened up for public comment.

Elizabeth Smith 220 Boulder. Would like to encourage people, the correct way to complain about something is to contact the city. Without a record it makes it very difficult for the city to actually take action on things. Just wanted to point out to the Community that you need to actually address the city, email the city. You can't leave the ordinance the way it currently sits, because right now golf carts are not legal, they are not allowed under the current ordinance. Thank you for your work on this. In hopes that we can all listen to one another and come to a community decision on how we want to move forward.

Rich Duncan- 110 Deer & 115 Short: In regards to the ATV ordinance that is being developed, has concerns about the representation of council as to what the constituents really want. Has concerns about City Council making Ordinances and recommendations without really understanding what their constituents opinions.

Wes Arnold 100 lake ct.: Questions about the language used in the ordinance, would like 2 to 8 seats added. Questioned if day passes will be an option, monthly passes. We this be accessible for on line purchase. Having to wear helmets in side by sides wondering if this going to be required.

Bob Kottre 155 3rd St.: In regards to ATV, states the importance of having insurance on it. Would like to see that insurance be mandatory, feeling it would solve many issues.

Donnie Chandler 305&295 Boulder: In regards to what will be required as far as reflectors, triangles. Would like to know if this is going to be enforced if you already have tail lights and headlights. Had questions as to how the permits and registration of ATV/Golf Carts will work.

Traci Boland 110 Lake St.: Over the past year has been doing a lot of research when it comes to ATV's and golf carts. She asks that Council stick with this amount.

Eric Page made a motion to table Ordinance 271 until February Council meeting, seconded by Tim Luke, all in favor, motion passes unanimously.

- b. Critical Infrastructure – Underground- There have been two meetings with CPI about undergrounding Ziplly's fiber cable in the city. Ziplly is trying to work out a deal with CPI so that they might be able to use their conduit.
- c. Accept Kevin Hills Resignation from Planning Commission – Council to Open Planning Commission Vacancy. Mayor Trett read the resignation letter Kevin Hills provided. Denny Nielsen made a motion to accept this letter, seconded by Michele Tesdal, all in favor, Motion passes 6-1 Tim Luke voting no.
- d. Staff Report on RV's. – McRae Carmichael- Is not available to make the staff report. A motion was made by Tim Luke to table this Staff Report on RV'S until February's regular meeting, seconded by Todd Smith, all in favor, motion passes unanimously.
- e. Leak Repairs to the Park Restroom – Tim Luke- There has been a leak in the park restroom for some time. The repair will need to happen in warmer weather because it is concrete. The proposal was for 3,484.29 to do the job. Tim Luke was able to get a bid for 800.00 from an Electrical company to put in commercial electric heater in to each restroom. The faucets froze with the last freeze and broke. The restroom is made of concrete if moisture gets in the concrete and freezes, this will cause the concrete to break. Same company did a bid of 400.00 for the city shop to have a heater placed in there. This would help the things in the city shop to not freeze. This topic will be moved to the February meeting.
- f. Website Review – Eric Page- A motion was made by Eric Page to form a website review committee made up of council members and members of community, seconded by Todd Smith, all in favor, passed unanimously.
- g. HBH Engineering- Matt Del Moro dealing with funding agencies, FEMA on the overall water system rebuild. He did receive a phone call from The Outdoor Fence Company and Detroit is now on the schedule for the Brietenbush Pump Station. Matt Del Mora is in hopes that the crew will come up in middle of next week or by the end of next week and the fence will be completed. The permanent water treatment plant will hopefully be out to bid in the next week or two. We will have a slightly shorter than normal bid period, so that the project can keep moving forward.

XIV. Consent Calendar

- a. Approval of the Minutes of the Detroit City Council – December 13, 2022.
- b. Approval to Pay the Bills

Motion made by Tim Luke to make a correction to the minutes from the 12/13/2022 City Council meeting and approve consent calendar seconded by Eric Page, all in favor, motion passes unanimously.

XV. Staff Reports

- a. Marion County Community Development Manager- None
- b. City Recorder – Kelly Galbraith has been working with Michelle and Lindsay training them to be able to take over when she retires in March.
- c. City Clerk- None
- d. Planning- None
- e. Marion County Sheriff's - None
- f. USFS – No Update
- g. Idanha-Detroit Rural Fire Protection District - None
- h. North Santiam Sewer Authority- Denny Nielson will cover this in his councilor report.

Councilor's Report-

Greg Sheppard – Would like to get things moving with getting the snow plow mounted to the water truck. Would like to get bids out for paving of E Forest Ave and the walkway project. We have a lot of street signs that need to be repaired and replaced.

Eric Page- We produced 1,223,000 gallons of water and used 987,262 gallons. We are zeroing in on the water losses, despite of the loss of water we had.

Tim Luke- The park restrooms fixing roof and getting heat inside of them. Getting heat into the city shop as well as maybe some lights. In the last couple days has been working with Kelly a little bit and investigating since the incident that we had with power outage. We went through an awful amount of propane here. We found out that the generator is not powering things that need to be powered. Would like to get everything functioning properly for the next time.

Michele Tesdal- Now that it seems like the downtown area septic systems might be more local and not be put into the field in the park. I'm going to begin to research the neighboring cities who have updated or installed new parks, find out how did their plans, because she would like to get a quote for the park. Then work on getting a grant for a revised parks plan. Then make contact with the people that applied to be on the parks committee and get that going. Thanks to Tim Luke for helping out with the Parks Building.

Todd Smith- None.

Denny Nielson- Our visioning project Marion Co Economic Development Director Kelli Weese has authorized the advertisement of the RFP for the engagement of the consultant to

lead out downtown planning process. Though our process was delayed slightly but is now on track for responses for potential consultants to be received by the middle of February. NSSA- Peter Olson from kellar and associates provided an update to activities with property owners in our business core last evening at our monthly NSSA meeting. Options for temporary sewer systems have been limited to the use of Advanced Technology drain fields within the business district- it may be possible to link several properties within the City has been ruled out. Peter is actively working with the business owners to clearly define development opportunities to properly design sewer system solutions. A board position for NSSA remains open for a resident from the Idanha area. If anyone in the area is aware of an individual who would be interested in volunteering for the board position, please contact me. City Charter update- Our Detroit city charter will begin again in late March. Updates will be shared as available.

XVI. Mayor's Report – There are signs posted around the community about the Corps of Engineers seeking public comment. They are doing a study for a proposed 30-year plan for managing the Willamette Valley Dam system. This includes Detroit Big Cliff. They are having in person meeting this month. That meeting is not an evening meeting. Would like to recognize the city water staff and park people. Derek Willet, Mike Vetter, Richard Cain along with Bob Bruce gave up a lot of their Christmas day trying to get water back into the community.

XVII. Other Business -None

XVIII. Upcoming Meetings

a. Regular Session – February 14, 2023 – Detroit City Hall 6:30 PM.

XIX. Adjourn Eric Page made a motion to adjourn, seconded by Tim Luke, All in favor. Adjourn at 8:14.

James R. Trett, Mayor

Kelly Galbraith, City Recorder

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

Kelly Galbraith, City Recorder



City of Detroit, Oregon
City Council Work Session
Minutes
January 31, 2023
7:00 p.m.

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

(503) 854-3496

Email: detroit@wvi.com

Meeting To Take Place
Via Zoom
Meeting ID: 824 8749 5282 - Passcode: 737571

The City of Detroit is an equal opportunity provider and does not discriminate on the basis of race, creed, color, country of origin, religion, sexual orientation or identity, disability, or other immutable characteristics. Those with a disability who wish to request an accommodation or aid in order to participate in this meeting should contact the City Recorder at (503) 854-3496 or by email at detroit@wvi.com.

Meetings of the City Council of Detroit will be broadcast via Zoom, as well as on other form(s) of electronic media as they become available. If you require additional assistance to participate in this public meeting, please contact the City of Detroit at least 48 business hours prior to the meeting (503) 854-3496 or by email at detroit@wvi.com.

- I. **Call to Order-** Mayor, Jim Trett called the meeting to order at 7:00 PM.
- II. **Council Roll Call-** Present- Michele Tesdal, Denny Nielsen, Greg Sheppard, Eric Page, Todd Smith, Mayor Trett. Staff Present- Kelly Galbraith
- III. **Approval of Agenda-** Denny Nielson made motion to approve the agenda, seconded by Eric Page, all in favor motion passed unanimously.
- IV. **Special Orders of Business-** None at this time.
- V. **Resolutions, Orders and Administrative Action**
 - a. Review and Discussion of RV Code- There was discussion about the following
 - RV code revisions.
 - What does moving forward look like with RV's?
 - Enforcement?
 - After the fires RVs were allowed on properties full time, for the purpose of rebuilding. Having to do with emergency ordinance.
 - No one is trying to force people off their property.
 - Safety issues surrounding emergency personal not being able to get to people because of RVs.

- Renewal of permits allowing people who are rebuilding to remain in place. Having to do with the emergency ordinance.
- What current code allows during 4/1-10/31.

VI. Other Business- Mayor Trett would like to thank Greg Sheppard for putting together Cowboy Thanksgiving.

VII. Upcoming Meetings

- a. Regular Session – February 14, 2023

Adjourn. Meeting called to end at 8:09 PM.

James R. Trett, Mayor

Kelly Galbraith, City Recorder

**DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
January 11 through February 10, 2023**

Num	Date	Name	Memo	Account	Class	Paid Amount
			Acct: 09-0000046	Checking - US Bank		
			September, November, & December tickets	E2-102 OFFICE ADMIN	WATER FUND	-80.85
TOTAL						-80.85
			Invoice #89223	Checking - US Bank		
			Desiccant Cartridge (for turbidimeter)	E2-105 SYSTEM MAINT. ...	WATER FUND	-304.95
TOTAL						-304.95
			PP2 1/8/23 - 1/21/23	Checking - US Bank		
			28 Hours Reg @ 23.54/hr	E1-001 RECORDER WAGE	GENERAL FUND	-659.12
			28 Hours Reg @ 23.54/hr	E2-002 RECORDER WAGE	WATER FUND	-659.12
			1.13 Hours Overtime @ 35.31	E1-001 RECORDER WAGE	GENERAL FUND	-39.90
			1.12 Hours Overtime @ 35.31//hr	E2-002 RECORDER WAGE	WATER FUND	-39.55
			FED TAX WITHHOLDING	FED TAX WITHHOLDING		72.00
			STATE TAX WITHHOLDING	STATE TAX WITHHOLDI...		105.00
			MEDICARE	FED TAX WITHHOLDING		26.05
			SOCIAL SECURITY	FED TAX WITHHOLDING		111.39
			WORKERS' COMP WITHHOLDING	WORKERS' COMP WITH...		0.64
			12 Hr Holiday / Hrs Sick / 4 Hrs Vacation	E1-001 RECORDER WAGE	GENERAL FUND	-282.48
			12 Hr Holiday / Hrs Sick / 4 Hrs Vacation	E2-002 RECORDER WAGE	WATER FUND	-282.48
			STATE TRANSIT TAX W/H	STATE TRANSIT TAX W/H		1.96
			Spouse Med/Dent	E1-004 PAY EXPENSE		166.07
			OR Paid Leave	STATE PAID LEAVE		11.78
TOTAL						-1,467.76
			PP1 12/25/22 - 1/7/23	Checking - US Bank		
			36 Hours @ 21.96/hr	E1-003 CLERK WAGE	GENERAL FUND	-790.57
			36 Hours @ 21.96/hr	E2-003 CLERK WAGE	WATER FUND	-790.56
			1.13 OT @ 32.94/hr	E1-003 CLERK WAGE	GENERAL FUND	-37.22
			1.12 OT @ 32.94/hr	E2-003 CLERK WAGE	WATER FUND	-36.89
			FED Withholding	FED TAX WITHHOLDING		60.00
			State Withholding	STATE TAX WITHHOLDI...		82.00
			Social Security	FED TAX WITHHOLDING		102.99
			Medicare	FED TAX WITHHOLDING		24.09
			Workers Comp	WORKERS' COMP WITH...		0.82
			State Transit	STATE TAX WITHHOLDI...		1.83
			Spouse Med/Dent	E1-004 PAY EXPENSE	GENERAL FUND	169.75
			4 HRS VAC/ HRS SL/HRS HOLIDAY/GF	E1-003 CLERK WAGE	GENERAL FUND	-87.84
TOTAL						-1,467.76

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
TOTAL						
	01/23/2023	Michael Vetter	PP2 1/8/23 - 1/21/23			
			21 Reg Hours @ \$14.71/hr	E1-002 MAINTENANCE ...	GENERAL FUND	-308.91
			21 Reg Hours @ \$14.71/hr	E2-001 WF PERSONNEL	WATER FUND	-308.91
			MEDICARE	FED TAX WITHHOLDING		8.96
			SOCIAL SECURITY	FED TAX WITHHOLDING		38.30
			WORKERS' COMP WITHHOLDING	WORKERS' COMP WITH...		0.46
			STATE TRANSIT TAX W/H	STATE TRANSIT TAX W/H		0.62
			Oregon Paid Leave	STATE PAID LEAVE		3.71
TOTAL						-565.77
	01/23/2023	Lindsay Meyer	PP 1 12/25/22 - 1/7/23			
			36 HRS	E1-003 CLERK WAGE	GENERAL FUND	-720.00
			36 HR	E2-003 CLERK WAGE	WATER FUND	-720.00
			FEDERAL WITHHOLDING	FED TAX WITHHOLDING		97.00
			STATE WITHHOLDING	STATE TAX WITHHOLDI...		92.00
			MEDICARE	MEDICARE		24.07
			SOCIAL SECURITY	SOCIAL SECURITY		102.92
			WORKERS' COMP	WORKERS' COMP WITH...		0.80
			STATE TRANSIT	STATE TRANSIT TAX W/H		1.66
			OR Paid Leave	STATE PAID LEAVE		9.96
			4 Hours Holiday/OT	E1-003 CLERK WAGE		-110.00
			4 Hours Holiday/OT	E2-003 CLERK WAGE		-110.00
TOTAL						-1,331.59
	01/23/2023	EFTPS	93-0570394: Jan 2023: 941			
				Checking - US Bank		
				FED TAX WITHHOLDING	GENERAL FUND	-668.00
				E1-004 PAY EXPENSE	GENERAL FUND	-459.50
				FED TAX WITHHOLDING	WATER FUND	-1,665.82
				E2-004 PAYROLL EXPEN...	WATER FUND	-899.32
				FED TAX WITHHOLDING	STREET FUND	-121.03
				E3-002 PAYROLL EXPEN...	STREET FUND	-120.03
TOTAL						-3,933.70

**DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
January 11 through February 10, 2023**

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/23/2023	OR. DEPARTMENT OF REVENUE	January 2023 Monthly Payroll Tax	Checking - US Bank		-1,023.00
			Monthly Payroll Tax	STATE TAX WITHHOLDI...		-1,023.00
TOTAL						-1,023.00
	01/23/2023	USA BLUE BOOK	Cust: 923159	Checking - US Bank		-140.55
			Inv#178359	E2-105 SYSTEM MAINT. ...	WATER FUND	-140.55
TOTAL						-140.55
	01/23/2023	ULTREX BUSINESS SOLUTIONS	INV119374	Checking - US Bank		-54.77
			Copies made	E1-100 OFFICE ADMIN	GENERAL FUND	-54.77
			Copies made	E2-102 OFFICE ADMIN	WATER FUND	-54.78
TOTAL						-109.55
	01/23/2023	MID WILLAMETTE VALLEY COG	Inv: 2126	Checking - US Bank		-518.50
			Inv: 2126	E1-107 LEGAL	GENERAL FUND	-518.50
TOTAL						-518.50
	01/23/2023	Box R Water Analysis Laboratory I	Inv: xo52738	Checking - US Bank		-76.50
			Lead and Coliform/E. Coli	E2-108 WF ANALYSIS	WATER FUND	-76.50
TOTAL						-76.50
	01/23/2023	MID WILLAMETTE VALLEY COG	Inv: 2024,2025, 2127, 2067	Checking - US Bank		-1,269.00
			Planning:2024	E1-110 PLANNING	GENERAL FUND	-1,269.00
			Planning/ Legal: 2025	E1-107 LEGAL	GENERAL FUND	-402.50
			Planning : 2127	E1-110 PLANNING	GENERAL FUND	-376.00
			Planning: 2067	E1-110 PLANNING	GENERAL FUND	-2,115.00
TOTAL						-4,162.50

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/23/2023	Kelly A. Galbraith	PP3 1/22/23 - 2/4/23 Christmas Visa Gift Cards	Checking - US Bank E1-100 OFFICE ADMIN	GENERAL FUND	-391.65
TOTAL						-391.65
	01/24/2023	DEPARTMENT OF CONSUMER A...	RE: BIN 0502150-3 Q3 2022	Checking - US Bank WORKERS' COMP WITH...	GENERAL FUND	-45.69
TOTAL						-45.69
	01/24/2023	OREGON DEPARTMENT OF REV...	0502150-3 Form STT-2 4th Qtr 2022	Checking - US Bank STATE TRANSIT TAX W/H	GENERAL FUND	-57.75
TOTAL						-57.75
	01/25/2023	Todd Smith	Reimbursement for Prestone for rented generator	Checking - US Bank E2-105 SYSTEM MAINT. ...	WATER FUND	-33.98
TOTAL						-33.98
	01/26/2023	US Bank	Street Map, frame, postage, Microsoft subscription, Tires fo... Tires for Kubota & Keys Tires for Kubota Supplies for Pump Shelter	Checking - US Bank E1-100 OFFICE ADMIN E2-107 TRUCK, MAINT. ... E3-107 VEHICLE MAINT. ... E30-600 FEMA Expenses	GENERAL FUND WATER FUND STREET FUND FEMA	-825.20 -561.23 -110.40 -538.32
TOTAL						-2,035.15
	01/27/2023	James R. Trett	Airpots	Checking - US Bank E1-100 OFFICE ADMIN	GENERAL FUND	-74.97
TOTAL						-74.97

**DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH**

January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/27/2023	PetroCard	ACCT: 00-0303025 C071327	Checking - US Bank		
			TRUCK GAS - STREET (Detroit 5)	E3-107 VEHICLE MAINT...	STREET FUND	-217.99
			TRUCK GAS - WATER (Detroit 1)	E2-107 TRUCK, MAINT...	WATER FUND	-96.70
			UTV - PARK	E9-103 Park Maintenance	PARKS & REC R...	-33.66
TOTAL						-348.35
	01/27/2023	PetroCard	ACCT: 00-0303025 C063338	Checking - US Bank		
			TRUCK GAS - STREET (Detroit 5)	E3-107 VEHICLE MAINT...	STREET FUND	-198.83
			TRUCK GAS - WATER (Detroit 1)	E2-107 TRUCK, MAINT...	WATER FUND	-145.81
			KUBOTA - WATER (1/2)	E2-107 TRUCK, MAINT...	WATER FUND	-54.01
			KUBOTA - STREET (1/2)	E3-107 VEHICLE MAINT...	STREET FUND	-54.00
			UTV - PARK	E9-103 Park Maintenance	PARKS & REC R...	-83.81
TOTAL						-536.46
	01/27/2023	Dog Waste Depot	Inv:527467	Checking - US Bank		
			Dog Waste Station and Bags for Detroit Flats	E9-104 Beautification/Lan...	PARKS & REC R...	-149.99
TOTAL						-149.99
	01/27/2023	Pratum Co-op		Checking - US Bank		
			PROPANE - CITY HALL	E1-100 OFFICE ADMIN	GENERAL FUND	-896.77
			PROPANE - CITY HALL	E1-100 OFFICE ADMIN	GENERAL FUND	-896.77
TOTAL						-896.77
	01/27/2023	Pratum Co-op		Checking - US Bank		
			PROPANE - CITY HALL	E1-100 OFFICE ADMIN	GENERAL FUND	-416.52
			PROPANE - CITY HALL	E1-100 OFFICE ADMIN	GENERAL FUND	-416.52
TOTAL						-416.52
	01/27/2023	CPI	Acct: 1155101	Checking - US Bank		
			SF Street Lights	E3-103 STREET LIGHTS	STREET FUND	-1,221.00
TOTAL						-1,221.00

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/27/2023	CPI	Acct: 1155108	Checking - US Bank		
			WF 102 Forest Silver Bullet	E2-101 UTILITIES	WATER FUND	-82.00
TOTAL						-82.00
	01/27/2023	CPI	Acct: 1155106	Checking - US Bank		
			WF 135 Weber	E2-101 UTILITIES	WATER FUND	-418.00
TOTAL						-418.00
	01/27/2023	CPI	Acct: 1155103	Checking - US Bank		
			WF 160 Breitenbush RD	E2-101 UTILITIES	WATER FUND	-92.00
TOTAL						-92.00
	01/27/2023	CPI	Acct: 1155110	Checking - US Bank		
			GF 160 Detroit Ave N. City Hall	E1-100 OFFICE ADMIN	GENERAL FUND	-560.14
TOTAL						-560.14
	01/27/2023	DE LAGE LANDEN	Acct: 354057 Inv: 78399804	Checking - US Bank		
			Copier Rental	E1-100 OFFICE ADMIN	GENERAL FUND	-61.00
			Copier Rental	E2-102 OFFICE ADMIN	WATER FUND	-61.00
			Copier Rental	E12-100 Administrative F...	TOT RESERVE ...	-15.00
			Late Fee	E1-100 OFFICE ADMIN	GENERAL FUND	-4.00
TOTAL						-141.00
	01/27/2023	Ferguson Waterworks #3011	Cust: 41997 Invoice #4169578	Checking - US Bank		
			LF 5/8X3/4X3/4 BEND MTR COUP Delivery	E2-105 SYSTEM MAINT. ...	WATER FUND	-36.76
				E2-105 SYSTEM MAINT. ...	WATER FUND	-14.99
TOTAL						-51.75

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/27/2023	Ferguson Waterworks #3011	Cust: 41997 Invoice #1169581 12X20 CBR SLD H7 12X20X12 RPM MTR Bx 20K Delivery	Checking - US Bank	WATER FUND WATER FUND WATER FUND	-106.61 -341.85 -75.00
TOTAL						-523.46
	01/27/2023	STAYTON ACE HARDWARE	Acct: 3835 Inv: 759693 PICCO MICRO MINI 100FT 2/FOR 14" BAR	Checking - US Bank	PARKS & RECREATION ... PARKS & REC R...	-28.16
TOTAL						-28.16
	01/27/2023	STAYTON ACE HARDWARE	Acct: 3835 Inv: 758923 TORCH KIT HIGH HEAT	Checking - US Bank	E2-105 SYSTEM MAINT. ... WATER FUND	-54.99
TOTAL						-54.99
	01/27/2023	STETTLER SUPPLY COMPANY	Inv: 152194 NETAFIM 1 COMBO AIR VENT 150PSI, GALV COUPLIN...	Checking - US Bank	E2-105 SYSTEM MAINT. ... WATER FUND	-101.57
TOTAL						-101.57
	01/27/2023	Cascade Columbia Distribution	Customer: 83000 Inv. 855939 Sodium Hypochlorite - Drum Return Credit Environmental Surcharge & Delivery Charge Delivery Charge	Checking - US Bank	E2-105 SYSTEM MAINT. ... WATER FUND E2-105 SYSTEM MAINT. ... WATER FUND E2-105 SYSTEM MAINT. ... WATER FUND	-320.00 -35.00 -75.00
TOTAL						-430.00
	01/27/2023	OFFICE DEPOT	Invoice #284216648001 8 Outlet Surge Protector	Checking - US Bank	E1-100 OFFICE ADMIN GENERAL FUND	-29.99
TOTAL						-29.99

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	01/27/2023	MARION COUNTY TREASURY DE...	August 2022 Building Permits	Checking - US Bank	BUILDING PER...	-442.32
			Marion County Building Permit Fees - August 2022	Building Permits Trust I		-442.32
TOTAL						-442.32
	01/27/2023	MARION COUNTY TREASURY DE...	Building Permits - December 2022	Checking - US Bank	BUILDING PER...	-5,201.40
			Marion County Building Permit Fees - December 2022	Building Permits Trust I		-5,201.40
TOTAL						-5,201.40
	01/27/2023	MARION COUNTY TREASURY DE...	Law Enforcement - September 2022	Checking - US Bank	GENERAL FUND	-574.00
			Law Enforcement - September 2022	E1-112 POLICE		-574.00
TOTAL						-574.00
	01/27/2023	Herc Rentals	Generator Rental	Checking - US Bank	WATER FUND	-2,377.10
			Generator Rental	E2-105 SYSTEM MAINT. ...		-2,377.10
TOTAL						-2,377.10
	01/27/2023	Ferguson Waterworks #3011	Inv# 1145246	Checking - US Bank	WATER FUND	-98.01
			LF 1 MIP X IPS POLY PJ SGTRT COUP, LF 1-1/4 CTS 1 L...	E2-105 SYSTEM MAINT. ...		-98.01
TOTAL						-98.01
	01/27/2023	Eric Page	Oil Stabilizer & R-Seal	Checking - US Bank	PARKS & REC R...	-40.40
				E9-107 Vehicle Maintenanc...		-40.40
TOTAL						-40.40
	01/31/2023	US Bank	Analysis Service Charge	Checking - US Bank	GENERAL FUND	-93.20
				E1-100 OFFICE ADMIN		-93.20
TOTAL						-93.20

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
				Checking - US Bank		
	02/02/2023	US Bank	Robert Bruce - OHA Training & Best Western stay	E2-106 DUES, FEES, TR...	WATER FUND	-875.10
			Home Depot - Charcoal pavers	E2-106 SYSTEM MAINT...	WATER FUND	-133.34
			Microsoft subscription, Postage, Office Depot-Tax Forms, ...	E1-100 OFFICE ADMIN	STREET FUND	-478.05
			Supplies for Pump Shelter	E3-107 VEHICLE MAINT...	STREET FUND	-57.02
			Exxon Mobil Diesel	E9-107 Vehicle Maintenance...	PARKS & REC R...	-57.04
			Amazon-Hand Soap	E9-103 Park Maintenance	PARKS & REC R...	-41.99
			Forest Service Dues for use of property	E2-106 DUES, FEES, TR...	WATER FUND	-739.55
TOTAL						-2,382.09
				Checking - US Bank		
	02/02/2023	Unit Process Company		E30-500 ECWAG Grant	FEMA	-6,341.47
TOTAL						-6,341.47
				Checking - US Bank		
	02/02/2023	Pratum Co-op	Butterfly Valve	E1-100 OFFICE ADMIN	GENERAL FUND	-6.25
TOTAL						-6.25
				Checking - US Bank		
	02/02/2023	SEDCOR	Annual Membership	E1-104 DUES, FEES, TRA...	GENERAL FUND	-70.50
TOTAL						-70.50
				Checking - US Bank		
	02/06/2023	Kelly A. Galbraith	PP3 1/22/23 - 2/4/23	E1-001 RECORDER WAGE	GENERAL FUND	-847.44
			36 Hours Reg @ 23.54/hr	E2-002 RECORDER WAGE	WATER FUND	-847.44
			36 Hours Reg @ 23.54/hr	E1-001 RECORDER WAGE	GENERAL FUND	-26.48
			.75 Hours Overtime @ 35.31	E2-002 RECORDER WAGE	WATER FUND	-26.48
			.75 Hours Overtime @ 35.31/hr	FED TAX WITHHOLDING		70.00
			FED TAX WITHHOLDING	STATE TAX WITHHOLDI...		105.00
			STATE TAX WITHHOLDING	FED TAX WITHHOLDING		25.67
			MEDICARE	FED TAX WITHHOLDING		109.75
			SOCIAL SECURITY	WORKERS' COMP WITH...		0.81
			WORKERS' COMP WITHHOLDING	E1-001 RECORDER WAGE	GENERAL FUND	-94.16
			4 Hr Holiday / Hrs Sick / 4 Hrs Vacation	E2-002 RECORDER WAGE	WATER FUND	-94.16
			4 Hr Holiday / Hrs Sick / 4 Hrs Vacation	STATE TRANSIT TAX W/H		1.94

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6 BILLS PAYABLE LIST FOR CURRENT MONTH

January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
TOTAL	02/06/2023	Michelle K. Connor	PP3 1/22/22 - 2/4/23	E1-004 PAY EXPENSE STATE PAID LEAVE	GENERAL FUND	166.07 11.62
			Spouse Med/Dent OR Paid Leave			-1,445.30
			40 Hours @ 21.96/hr 40 Hours @ 21.96/hr .5 OT @ 32.94/hr .5 OT @ 32.94/hr FED Withholding State Withholding Social Security Medicare Workers Comp State Transit Spouse Med/Dent PP3 1/22/22 - 2/4/23	Checking - US Bank	E1-003 CLERK WAGE E2-003 CLERK WAGE E1-003 CLERK WAGE E2-003 CLERK WAGE FED TAX WITHHOLDING STATE TAX WITHHOLDI... FED TAX WITHHOLDING FED TAX WITHHOLDING FED TAX WITHHOLDING STATE TAX WITHHOLDI... WORKERS' COMP WITH... STATE TAX WITHHOLDI... E1-004 PAY EXPENSE STATE PAID LEAVE	-878.40 -878.40 -16.47 -16.47 54.00 93.00 100.44 23.49 0.89 1.79 169.75 10.74
TOTAL						-1,335.64
TOTAL	02/06/2023	ROBERT BRUCE	PP3 1/22/23 - 2/4/23	Checking - US Bank	WATER FUND	-54.72
			2 HOURS STATE TAX MEDICARE Social Security Worker's Comp STATE TRANSIT DRC fee OR State Paid Leave	E2-001 WF PERSONNEL STATE TAX WITHHOLDI... MEDICARE SOCIAL SECURITY WORKERS' COMP WITH... STATE TAX WITHHOLDI... E2-004 PAYROLL EXPEN... STATE PAID LEAVE	35.00 9.49 40.59 0.02 0.65 -600.00 3.93	
				Checking - US Bank	GENERAL FUND WATER FUND	-250.07 -338.33
			17 Reg Hours @ \$14.71/hr 23 Reg Hours @ \$14.71/hr MEDICARE SOCIAL SECURITY WORKERS' COMP WITHHOLDING STATE TRANSIT TAX W/H Oregon Paid Leave	E1-002 MAINTENANCE ... E2-001 WF PERSONNEL FED TAX WITHHOLDING FED TAX WITHHOLDING WORKERS' COMP WITH... STATE TRANSIT TAX W/H STATE PAID LEAVE	8.53 36.48 0.44 0.59 3.53	
TOTAL						-538.83

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
	02/06/2023	Lindsay Meyer	PP 3 1/22/23 - 2/4/23	Checking - US Bank		
			40 HRS	E1-003 CLERK WAGE	GENERAL FUND	-800.00
			40 HR	E2-003 CLERK WAGE	WATER FUND	-800.00
			FEDERAL WITHHOLDING	FED TAX WITHHOLDING		85.00
			STATE WITHHOLDING	STATE TAX WITHHOLDI...		94.00
			MEDICARE	MEDICARE		23.20
			SOCIAL SECURITY	SOCIAL SECURITY		99.20
			WORKERS COMP	WORKERS' COMP WITH...		0.88
			STATE TRANSIT	STATE TRANSIT TAX W/H		1.60
			OR Paid Leave	STATE PAID LEAVE		9.60
TOTAL						-1,286.52
19588	01/13/2023	Ticor Title	345 Santiam Ave.	Checking - US Bank		
			Deposit on Community Center 345 Santiam Ave.	E30-100 CIS Wildfire Gen...	CIS EXTRA EXP...	-100,000.00
TOTAL						-100,000.00
19589	01/19/2023	INTERNAL REVENUE SERVICE	VOID: 2022 4th QTR 941	Checking - US Bank		
TOTAL						0.00
19590	01/19/2023	Richard Cain	PP2 1/8/23 - 1/21/23	Checking - US Bank		
			60 Hours	E3-002 PAYROLL EXPEN...	STREET FUND	-882.60
			State Tax Withholding	STATE TAX WITHHOLDI...		29.00
			Social Security	FED TAX WITHHOLDING		54.72
			Medicare	FED TAX WITHHOLDING		12.80
			WBF	WORKERS' COMP WITH...		0.66
			State Transit Tax	STATE TRANSIT TAX W/H		0.88
			Oregon State Paid Leave	STATE PAID LEAVE		5.30
TOTAL						-779.24

DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH
 January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
19591	01/19/2023	Derek Willett	PP 2 1/8/23 - 1/21/23	Checking - US Bank	WATER FUND	-1,400.00
			56 Hours	E2-001 WF PERSONNEL		169.00
			Federal Withholding	FED TAX WITHHOLDING		138.00
			State Withholding	STATE TAX WITHHOLDI...		124.00
			Social Security	FED TAX WITHHOLDING		29.00
			Medicare	FED TAX WITHHOLDING		0.62
			W/BF	STATE TAX WITHHOLDI...		2.00
			State Transit	E2-001 WF PERSONNEL	WATER FUND	-600.00
			8 Hours Vacation/16 Hours Sick Time	STATE PAID LEAVE		12.00
			OR Paid Leave			
TOTAL						-1,525.38
19592	01/19/2023	OREGON DEPARTMENT OF REV...	0502150-3	Checking - US Bank	GENERAL FUND	-52.65
			Form OQ - 4th Qtr 2022	WORKERS' COMP WITH...		
TOTAL						-52.65
19593	01/20/2023	INTERNAL REVENUE SERVICE	2022 4th QTR 941	Checking - US Bank	GENERAL FUND	-175.00
			4Q 941	FED TAX WITHHOLDING		
TOTAL						-175.00
19594	02/06/2023	Richard Cain	PP3 1/22/23 - 2/4/23	Checking - US Bank	STREET FUND	-684.02
			46.5 Hours	E3-002 PAYROLL EXPEN...		29.00
			State Tax Withholding	STATE TAX WITHHOLDI...		54.72
			Social Security	FED TAX WITHHOLDING		12.80
			Medicare	FED TAX WITHHOLDING		0.66
			W/BF	WORKERS' COMP WITH...		0.88
			State Transit Tax	STATE TRANSIT TAX W/H	WATER FUND	-198.59
			13.5 Hours	E2-001 WF PERSONNEL		5.30
			Oregon State Paid Leave	STATE PAID LEAVE		
TOTAL						-779.25

**DETROIT CITY COUNCIL MEETING - AGENDA ITEM #6
BILLS PAYABLE LIST FOR CURRENT MONTH**

January 11 through February 10, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
19595	02/06/2023	Derek Willett	PP 3 1/22/23 - 2/4/23	Checking - US Bank		
			80 Hours	E2-001 WF PERSONNEL	WATER FUND	-2,000.00
			Federal Withholding	FED TAX WITHHOLDING		169.00
			State Withholding	STATE TAX WITHHOLDI...		138.00
			Social Security	FED TAX WITHHOLDING		124.00
			Medicare	FED TAX WITHHOLDING		29.00
			W/BF	STATE TAX WITHHOLDI...		0.88
			State Transit	STATE TAX WITHHOLDI...		2.00
			OR Paid Leave	STATE PAID LEAVE		12.00
TOTAL						-1,525.12

FUNDING SOURCE	AMOUNT	DISBURSEMENTS	BALANCE	NOTES	REPORTING
ARRA-582243 Business Oregon Drinking Water System	\$3,000,000	1 - 10/7/22 - \$135,637 (3 Phase Electric) 2 - 12/9/22 - \$85,680 (3 Phase Electric)	\$2,778,683	Exp: 12/1/26 Signers: Greg Sheppard & Eric Page	
Marion County - C2021510 Business Oregon Staffing & Operational Needs	\$521,000	1 - 2/10/22 - \$193,334 (Wages & Insurance) 2 - 6/10/22 - \$4,109 (Office Furniture) 3 - 8/19/22 - \$59,885 (Office Furniture, Park Fence, Allied Rock) 4 - 10/18/22 - \$75,393 (CG Contractors - Street Paving) 5 - 1/3/23 - \$60,232 (Water Staffing & Park Expenses)	\$128,047	Exp: 6/30/23 Signers: Todd Smith & Eric Page	
SDWRL - S22016 Safe Drinking Water Revolving Loan Fund	\$200,000		\$200,000	Exp: 36 months after signing = 08/2025 Goes to 10% local match Forgivable Loan - AKA Grant	
Community Prosperity Initiative (Park Shelter)	\$60,000		\$60,000	Exp: 08/2024	
SCA Grant - SCA2023-Detroit ODOT Forest Avenue Paving	\$250,000		\$250,000	Exp: 01/2025	
SPIRE Grant	2 Generators		2 Generators		
SPWF - L22006 Business Oregon Special Public Works Fund Emergency Project	\$500,000		\$500,000	Exp: 4/5/2025 Signers: Todd Smith & Denny Nielsen	
ECWAG Grant	\$1,000,000	1 - \$174,000 - Temporary Water Treatment Plant 2 - \$58,000 - Engineering for Temporary Water Treatment Plant	\$758,000	Double Paid \$150,000 (Ins & FEWA)	
USDA Detroit Lake Foundation Community Center	\$500,000	Unknown	Unknown	DLF is handling all purchases	
USDA Grant	\$150,000	\$0	\$150,000	Grant Match	
CSLFRF Coronavirus State/Local Fiscal Recovery	\$49,961.81	\$0.00	\$49,961.81	Exp: 12/31/24	4/30/2023
Hazard Mitigation Grant Program Idanha/Detroit Interlie Water Lines	?	\$0	?		

