PRESIDING: Mayor Lynn Ewing

COUNCIL PRESENT: Lynn Ewing, Carol Rager, Dennis Ross, Tom Troutman Suzanne Knapp, Jon Helquist, Randy Bechtol

COUNCIL ABSENT: none

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Ingrid Dankmeyer, Don Jacklin, Brandon Mahon, Christine Wolfe

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Mayor Ewing at 6:30 p.m. Roll call of Council and staff was conducted by Recorder Patton. Mayor Ewing led council and audience in Pledge of Allegiance.

CIVIC CENTER / LIBRARY UPDATES. Ingrid acknowledged the Westby contract due to expire the end of December. She presented and reviewed a proposed SWC Library capital campaign timeline/work plan through June 2019. Recognition was made to re-applying to the Collins Foundation in the Spring of 2019, currently working on application to the Ford Family Foundation, and funding goals. It was acknowledged the Council will consider to extend the Westby Associates Professional Services Contract at its November 28 Council meeting.

Mayor Ewing acknowledged weekly construction meetings are held every Thursday at 1:00 pm on site. He reported on concrete to be poured tomorrow. He affirmed the concrete tester would be on site.

DISCUSS WATER MASTER PLAN. Brandon Mahon of Anderson Perry & Associates presented a power point presentation of preliminary findings. The final document will be for a 20-year Plan.

CONSIDER PERSONNEL

a. **Moving utility worker from temporary to permanent status**. Mayor Ewing requested, upon the six-month temporary employment time approaching, to make the second utility worker permanent. Based on discussion and review of budget, it was motioned by Councilor Ross and seconded by Councilor Troutman, the Council makes the Utility Worker a permanent full-time position as opposed to temporary. Following motion discussion, the motion passed on a vote of 5-0 with 1 abstain (Rager abstained on disclosure of being related to the employee).

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b. **City Manager**. Council was provided with the 16 January 2018 Job Description. Based on discussion, it was motioned by Councilor Rager, seconded by Councilor Ross, and unanimously passed; the Council proceeds with pursuing the LOC options and move forward as City needs to do to hire a City Manager.

DISCUSS DLCD ECONOMIC OPPORTUNITY ANALYSIS. Mayor Ewing gave background and update on this project. The analysis consists of looking at commercial zoning and determining if have enough usable lands in those zones for the foreseeable future. This project has started. He acknowledged the advisory committee members, the committee meetings schedule having been set, a public meeting to be held on March 14, 2019, and then a final meeting in May.

DISCUSS FIRST IMPRESSIONS PROGRAM. Mayor Ewing explained the program, administered and funded by Rural Development Initiatives, which is essentially an analysis on how the community is perceived by visitors. A public information dinner by RDI will be held on December 19 at the High School to share the results and offer suggestions for improvement.

Mayor Ewing recommended changing the December Council Meeting to the 18th due to this schedule conflict.

CONSIDER BID FOR PHONE AND INTERNET SERVICES. Mayor Ewing reported having requested bids from GorgeNet and LSN for phone and internet services to all city facilities, and having received one bid from GorgeNet. Based on review of the bid, it was motioned by Councilor Rager, seconded by Councilor Ross, and unanimously passed; the Council enters into a 2-year contract with GorgeNet for phone and internet services for the City facilities.

CONSIDER MCEDD / WCEDC ECONOMIC DEVELOPMENT PLANS FOR MAUPIN. Mayor Ewing acknowledged MCEDD / WCEDC's process for identifying/prioritizing Economic Development Plans in the region. He presented an update to the 2018 City projects. Additionally, discussion was held on having another Moving Maupin Forward/Community presentation of ideas session.

DINNER? Council was informed of Councilor Knapp's decision to not take the lead on the Potluck Christmas Dinner and reasons noted by her and Mayor Ewing. A discussion was held as to clarification on the proposal and decision made at the last council meeting to have a potluck dinner in lieu of a City paid dinner and invitees.

Audience member Don Jacklin submitted his support to the concept of a City paid dinner for officials and staff as was done in prior year.

Mayor Ewing announced this matter will be placed on the next Council meeting agenda.

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ADJOURN. Mayor Ewing adjourned the meeting at 8:45 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, Recorder

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PRESIDING: Mayor Lynn Ewing

COUNCIL PRESENT: Lynn Ewing, Randy Bechtol, Tom Troutman
Suzanne Knapp, Jon Helquist

COUNCIL ABSENT: Dennis Ross, Carol Rager

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Susan Wright, Denny Wright, Karen DuPuis, Judy Sumner, Ralph Wimmer, Michael Wilson, Christine Wolfe, Mike Foreaker, Kathie Richey

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Mayor Ewing at 6:30 p.m. Roll call of Council and staff was conducted by Recorder Patton. Mayor Ewing led council and audience in Pledge of Allegiance.

CONSENT AGENDA: A) Minutes of October 10, 2018 Special Council Meeting and October 24, 2018 Council Meeting; B) Mayor/Councilor Monthly Finance Report; C) Payment of Invoices for October 2018. It was moved by Councilor Knapp, seconded by Councilor Bechtol, and unanimously passed; the Council approves Consent Agenda.

AUDIENCE PARTICIPATION.
Ralph Wimmer requested programs at the Library be put in the Mayor's Newsletter. Mayor Ewing reported on outreach plan to get information from the Library and put in the WamPinRock, and he affirmed he can include what information he gets from the Library in newsletter.

Councilor Troutman presented concern to the leaves on Deschutes Avenue looking bad and can plug up the storm drain. Based on discussion, he will speak with Public Works tomorrow for sweeping/cleaning up. The responsibility of leaves from the city street and Kaiser Park trees was discussed.

REPORTS.

Planning Commission. Recorder Patton reported there was no meeting of the Planning Commission this month. She gave an update on the Economic Opportunity Analysis Project, working on identifying buildable lands for commercial and industrial uses. She announced scheduled dates for advisory committee meetings and a public meeting in March.

Chamber. Councilor Bechtol reported the Chamber has posted a job announcement for the Coordinator position. Announcement was made of the Christmas Tree Lighting on December 9.

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Library. Mayor Ewing reviewed a written report by Librarian McPhearson telling of past and upcoming program events.

Public Works. Mayor Ewing reported on a waterline break. The crew has completed the crosswalk painting and stop sign installation on 4th Street by the high school, and there is concern about installing the speed bumps purchased by the school. The crew began hanging the Christmas lights and holiday banners on the street light poles today.

Mayor. Mayor Ewing re-acknowledged the First Impressions project by Rural Development Initiatives and community dinner on December 19 where results and suggestions will be shared. He reported on construction progress work of the Civic Center; presentation to MCEDD/WCEDC on the City's Economic Development Plans for Projects; the play structure at Mountain Fir Park almost complete; and the upcoming CIS Training scheduled for city employees and open for councilors and other entities.

Public Safety. Councilor Helquist asked if any word from Sheriff Magill on getting the speed sign reader. Mayor Ewing affirmed having conversation and winter not being the best time.

Governance. Councilor Knapp presented a copy of the March 20, 2018 Council Meeting Minutes pointing out the Council's decision to enlist the help of LGPI for recruitment for filling the City Manager position. Mayor Ewing recognized information provided and Council actions in follow up meetings. She further presented an introduction page to "A Guide to Recruiting a City Manager" prepared by the League of Oregon Cities in March 2015. She presented a notice by SDAO on Oregon Pay Equity Law, HB 2005, to reference the new law that employers cannot ask for salary of previous employment on job applications and in regards to completing an internal pay equity analysis and job comparison, Attorney Sumner will consult with LOC.

Legion Hall. Councilor Helquist announced the Town & Country Players' community desert potluck on December 16. He reported on FEMA conducting a flood risk lands identification in the area between November 2018 and July 2019.

PUBLIC HEARING TO TAKE PUBLIC TESTIMONY AND CONSIDER THE ADOPTION OF AN ORDINANCE ENTITLED, "AN ORDINANCE TO PROVIDE FOR GENERAL RULES OF CONSTRUCTION FOR THE CODIFIED ORDINANCES OF THE CITY OF MAUPIN, OREGON". For the record, notice of this hearing was published in The Dalles Chronicle and on the City's website, and posted locally. A draft of the ordinance was provided to Council a month in advance of this hearing and available at city hall for public inspection. Mayor Ewing opened the hearing with reading of the ordinance by title, explanation

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on the purpose in codifying/organizing the city ordinances, and reading of section titles. Recorder Patton reported the last time the ordinances were codified was 1980.

Public Testimony.

Ralph Wimmer questioned who will review the codification to ensure there are no typos changing context. It was acknowledged the codification is being done by a professional firm and Attorney Sumner will review.

Close of Hearing and Council deliberation. There being no further public testimony, Mayor Ewing closed the public portion of the hearing. It was moved by Councilor Knapp, seconded by Councilor Helquist, and unanimously passed; the Council adopts this ordinance, "An Ordinance to Provide for General Rules of Construction for the Codified Ordinances of the City of Maupin, Oregon". This ordinance is assigned No. 308.

CONSIDER THE DALLES DISPOSAL 2019 RATES. District Manager Jim Winterbottom gave a presentation on his November 15 written request for a rate adjustment to be effective January 1, 2019 of an approximate 3.3% to help offset rising operational costs and disposal fees. A proposed rate schedule including this increase and the Landfill increase was presented. Based on review, it was motioned by Councilor Helquist, seconded by Councilor Knapp, and unanimously passed; the Council approves The Dalles Disposal stated 2019 rate effective January 1, 2019.

CONSIDER EXTENSION OF CONTRACT WITH WESTBY ASSOCIATES, INC. Council was provided with a November 26 written contract proposal for Professional Services for Southern Wasco County Library Capital Campaign as part of Maupin Civic Center Project Extended Contract. Michael Wilson recapped the schedule, plans for grant applications through June 2019 and plans for a vendor event in mid-March. With this phase being largely grant writing, he proposes to step back his time from meetings and instead submit written reports. It was motioned by Councilor Bechtol, seconded by Councilor Troutman, and unanimously passed; the Council approves the Professional Services Contract presented by Westby Associates, Inc. with amendment of timeline to June 30, 2019.

CIVIC CENTER UPDATES & INFO.

a. **Funding Updates**. On inquiry, further discussion was held on the Collins Foundation application, outreach planning with help from the new Library Advisory Board, and reapplication in 2019. On inquiry and discussion to other Foundations and criteria, Councilor Knapp recognized the different Foundations have different focuses in granting funds. She announced the next Capital Campaign Steering Committee will be December 14 at 3 p.m.
b. **Construction/Planning Updates**. Mayor Ewing recapped on construction progress, and acknowledged some value engineering and cost savings are being looked at.

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CANVASS THE ABSTRACTS AND DETERMINE AND DECLARE THE RESULTS OF THE NOVEMBER 6, 2018 ELECTION. Council was provided with a certified copy of the official abstract from the Wasco County Clerk from the election held on November 6, 2018. Mayor Ewing thanked everyone who voted, acknowledging Maupin had an 81.82% voter turnout. The abstract for votes cast indicates results as follows: Mayor elect - Lynn Ewing; Councilors elect - Susan Wright, Mike Foreaker and Randy Bechtol. It was motioned by Councilor Bechtol, seconded by Councilor Helquist, and unanimously passed; the Council approves and adopts the results of the November 6, 2018 election as presented by the Wasco County Clerk.

CONSIDER TITLE VI PLAN. Attorney Sumner reported this is another rough draft. He incorporated some ideas presented to him by Councilor Knapp. He also incorporated an abstract from the US Census, however, upon seeing a difference with the Portland State University 2018 population estimate, he needs to go back to research and correct census information, so recommend continuing this matter to the December meeting. Some discussion was held on the types of discrimination.

HOLIDAY DINNER. Mayor Ewing reported, in follow up to last meeting and checking other options, on the ability and costs by Imperial Restaurant to serve individual chicken dinners and steak dinners on December 16. Discussion was held on an option to not have a dinner this year and do a better job next year. It was motioned by Mayor Ewing, seconded by Councilor Troutman, and passed on a vote of 4 to 0 with 1 abstain (Knapp); the City hold a dinner on December 16 at Imperial Restaurant for employees, council, planning commission, the people outside the City who have helped operate the city, and spouses.

LEAGUE OF OREGON CITIES ELECTED ESSENTIALS WORKSHOPS. Recorder Patton reported on having this on the agenda at the request by Mike Cully of the League of Oregon Cities. She presented council with a flyer on the workshop topics, dates and locations, and a tentative agenda for the all-day elected essentials program. Mayor Ewing acknowledged having registered the two newly elected councilors at their requests. He offered to register other councilors interested if do not want to self-register.

COMMUNICATIONS. Mayor Ewing announced the following:

1) The City received official notice it was not awarded the SCA funding this year for its street improvements project.
2) Council has been presented with a handout on the December 10 employees CIS training.
3) Council has been presented with a notice from Portland State University on the Preliminary 2018 Population Estimate. The estimate for July 1, 2018 is 430.
4) A Special Council Meeting will be held on January 2, 2019 to administer oaths of offices, appoint a council president, and committee assignments. He requested councilors contact him with their committee interest before January 2.

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SUGGESTED TOPICS FOR NEXT MEETING. Continuation to Consider Title VI Plan

NEXT MEETING. Tuesday, December 18, 2018 – Regular Meeting

ADJOURN. Mayor Ewing adjourned the meeting at 8:25 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, Recorder

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