MINUTES
CITY COUNCIL MEETING
April 24, 2019
6:30 p.m.

MAUPIN CITY PARK COMMUNITY BUILDING
206 BAKEOVEN ROAD
MAUPIN, OREGON

PRESIDING: Mayor Lynn Ewing

COUNCIL PRESENT: Lynn Ewing, Tom Troutman, Susan Wright, Jon Helquist Suzanne Knapp, Mike Foreaker, Randy Bechtol (arrived 6:43)

COUNCIL ABSENT: none

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Karen DuPuis, Ralph Wimmer, Tamara Wimmer, Denny Wright, Judy Sumner, Stan Suenaga, Kyle Suenaga, Katie Richey, Donna Henderson, 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.

CONSENT AGENDA: A) Minutes of January 23, 2019, February 19 & 27, 2019 Council Meetings; B) Mayor/Councilor Monthly Finance Report; C) Payment of Invoices for March 2019. It was moved by Councilor Wright, seconded by Councilor Troutman, and passed unanimously on a 6 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman & Helquist; Nays: none); the Council approves consent agenda with a couple of typo corrections to the Minutes of January 23.

AUDIENCE PARTICIPATION.

Tamara Wimmer inquired what the amount of the RCAC loan is, and it was acknowledged $1.4 million. She presented concerns on vehicles parked on corner intersections making it hard to see, mostly on Dufur Avenue, and suggested marking setbacks for parking. Also, concern for fire safety with cars parked by the fire hydrant at 399 Sixth Street.

Karen DuPuis inquired when the budget would be ready. Mayor Ewing replied in the next few weeks.

REPORTS.

Planning Commission. Recorder Patton reported the Commission will meet on May 14.

Chamber. Coordinator Kyle Suenaga presented and summarized her written report telling of new Chamber members and Chamber Activities.

Library. Mayor Ewing summarized a written report by Librarian McPhearson telling of Library activities and outreach programs.

At 6:43, Councilor Bechtol arrived.

Councilor Knapp announced the Library Capital Campaign Steering Committee meeting is tomorrow at 9:30 a.m. at the Log Home.

Mayor. Mayor Ewing presented and summarized his written report providing information on the tree removal in Kaiser Park with reference to an arborist's recommendation and public announcement made in his September 2018 Mayor's Newsletter. He gave updates to fiber connections, completing the RCAC construction loan, and the City's Spring Cleanup and Household Hazardous Waste Cleanup being a success again. He announced plans for ODOT road construction from April 22 to May 29 to include chip-sealing Highway 197 from the bridge through Maupin on May 28 – 29, upcoming mosquito spraying and weed spraying, a Wasco County Commissioners' Town Hall meeting at 5:30 on May 22, and CPR/First Aid classes being offered in May and June by Tiffany Rager.

Parks. Councilor Bechtol reported Kaiser Park Improvement Plans are on hold until Fall to collect more pictures and seek possible grants.

Capital Projects. Councilor Wright reported on building progress/work completed on the Civic Center, working with Matt Sekora on audio needs, and bids are out for Grant Street parking site work. Mayor Ewing reported on some re-designing of the Grant Street parking area. He acknowledged, per inquiries by Kathie Richey and Allison Bechtol, consecutively, the City is not looking at moving the existing downtown public restroom, and he does not have a date when the contractor will have the City parking lot cleared out.

DLCD Opportunities Analysis. Councilor Wright reported the consultants are working through all the information that was developed at the public meeting and integrating it into the analysis report.

Environmental/Recycle. Councilor Foreaker reported on attendance to the South Wasco County Business Expo, and a USDA meeting with John Huffman and Kimberly Young to discuss availability of funding for area projects. He reported on Jim Winterbottom of

WasteConnect working on a proposal to restart the recycle program. In looking at an option, solution to leaves clogging the storm drain and alternative to burning for citizen health/breathing issues, he checked with Dirt Huggers and they can take yard debris for a tipping fee of $6.00/yard and they can supply a 4-yd container.

Code Compliance. Nuisance Abatement Officer Suenaga reported he received three complaints last month. Two were for abandoned vehicles and one for being in non-compliance of Conditional Use Permit. One case is closed and he is still working on the other two. He acknowledged his observations of people dumping garbage in the cans on the river road and garbage floating down the river from a dumpster submersed in the flooded water at Sandy Beach. He contacted the Tribe and they will put up cameras. He would like to get involved, work with the City on security cameras. For awareness of potential problems, he acknowledged the City of Culver closing their town's yard debris site due to household garbage being dumped at that site.

Legislative / LOC. Councilor Knapp, based on Kathie Richey's previous request for public records on the web, presented an article from the March 2018 LOC Locus Focus magazine providing Local Government Basics on Public Records. She reported she has been writing articles for the WamPinRock on access to governance, access to public records and Oregon public records law. She read some information she obtained online of what public records are including examples, having written procedures, and public ability to inspect. Recorder Patton acknowledged the City having written procedures and being in compliance with law.

Councilor Knapp reported on the City of Mosier Joint Use Facility Project and the availability for people to call in for online listening of the committee meetings.

On inquiry by Councilor Troutman, Councilor Knapp acknowledged she does not know the status of the Cap and Trade Bill.

Deschutes Rim Health Clinic. Councilor Knapp reported the Clinic is going for an Option Tax Levy for operations and presented information cards. Also, there are three Board positions open for election. For the New Clinic Facility, they are going for USDA funding to the Rural Development Loan and Grant Program and will push back the ground breaking in order to complete pre-application requirements. They are going to have a public hearing on May 3rd at the Legion Hall on the New Clinic building and fund raising. She reported on the status of fund raising, and partnership with Mid-Columbia Medical Center to help with operations, tax levy, and fund raising.

Public Safety. Councilor Helquist reported, with fire season upon us, noticing several homes with tall grass. Also, cigarette butts again behind the library in the parking lot and concerned with the dried pine cones and needles. In Kaiser Park, people are letting their dogs run and relieving themselves.

Recorder Patton reported hearing the County might implement an early burn ban this year. Billing Clerk Wolfe reported on there being law with smoking near public buildings.

CIVIC CENTER UPDATES & INFO.

a. **Funding Updates**. Mayor Ewing summarized a written report by Michael Wilson and Ingrid Dankmeyer on the success of the Hard Hats and Hors D'oeuvres event and status of grant writing to include proposals and inquiries submitted, site visits scheduled and grants pending. An updated funding status pie chart was also submitted. Mayor Ewing reported on the RCAC short term, one-year loan, and plans to meet with Rivermark on their interest in holding a mortgage on the remaining loan fund balance. He acknowledged a scheduled meeting with The Ford Family Foundation on May 15 and who the attendees will be.

b. **Consider Civic Center Interior Furnishings Committee**. Mayor Ewing recommended the Council create an Interior Furnishings Committee to determine what furnishings need to go in the building.
   i. **Consider RFP for Interior Furnishing Design**. Councilor Wright recommended the City puts an RFP together and select an interior architect to put together a Fixture, Furniture and Equipment (FFE) package. She acknowledged the best pricing would come from GSA or specific State of Oregon contracts, and spoke on the importance of having someone who has strong expertise and experience with government procedures and contracts and library and office furnishings.

It was moved by Councilor Helquist, seconded by Councilor Knapp, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman, Bechtol & Helquist; Nays: none); the Council creates the Interior Furnishings Committee. Mayor Ewing appointed Councilor Wright, Mary Beechler, Keelia Carver, Kyle Suenaga, Recorder Patton and Clerk Wolfe to this Committee.

It was moved by Councilor Knapp, seconded by Councilor Helquist, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman, Bechtol & Helquist; Nays: none); the Council allows Councilor Wright to develop an RFQ for Interior Furnishings Design Architect and publish, and then hold a second Council meeting to review RFQs.

c. **Consider Civic Center Art RFQ & Committee**. Following discussion, it was the consensus of Council to add this to the Interior Furnishings Committee.

d. **Consider Sale of Properties**
   i. **Current Library**
   ii. **Current City Hall**
   iii. **Log Home Building**

iv. **List with Realtor or Offer for Bid?**

Following discussion, it was moved by Councilor Knapp, seconded by Councilor Troutman, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman, Bechtol & Helquist; Nays: none); the Council authorizes the mayor to contact several commercial realtors to conduct a market analysis on the three buildings the City owns that could be put up for sale.

REVIEW ROLE OF LIBRARY COMMITTEES. Mayor Ewing acknowledged there has been some confusion about the role of these committees, and he recommends the Council clarify the roles.

a) **Capital Campaign Funding Steering Committee**. Confirmed role is to focus on capital campaign fund raising and grand opening event.
b) **Library Advisory**. Confirmed role is to advise Library staff on programs, events, activities to the Library now and into the future, and includes how to use the space of the new library. The Committee is not to tell the Librarian and staff what to do or what books to buy. It is simply a way to generate ideas to help to have a better, more functional library.

MAUPIN DAZE

a) **Consider Civic Center Tours**. Mayor Ewing reported the City has been asked to provide tours. It was agreed to have an open house from 11:00 am to 12:00 noon.

OVERVIEW OF GRANT WRITING TRAINING AND PURSUIT OF TECHNICAL ASSISTANCE GRANT FROM FORD FAMILY FOUNDATION. Councilor Knapp presented a handout on a Grant Writing Workshop Series hosted by Nonprofit Board Training and Resources and The Ford Family Foundation. She announced she would like to enroll in this training and write a $5,000 Technical Assistance grant to The Ford Family Foundation to hire a consultant to help develop a tool box to build internal capacity for helping the City with grants in the community. It was moved by Councilor Foreaker, seconded by Councilor Bechtol, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman, Bechtol & Helquist; Nays: none); the Council authorizes Councilor Knapp to attend the four grant writing sessions and write the proposed technical assistance grant as part of the course, and the City pay the $95.00 class fee and mileage reimbursement.

COMMUNICATIONS. Council was provided with notice and presentation abstracts for the 2019 Annual Oregon Urban and Community Forestry Conference.

Mayor Ewing notified he will be gone next week and Councilor Troutman will be Mayor Pro Tem.

SUGGESTED TOPICS FOR NEXT MEETING.

a) Council Rules (tentative)

b) RFQ for Interior Furnishing Design

EXECUTIVE SESSION PER ORS 192.660 (2)(a) TO CONSIDER THE EMPLOYMENT OF AN EMPLOYEE, STAFF MEMBER; AND (2)(h) TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED. Mayor Ewing called Council into Executive Session at 8:37 p.m. and reconvened Regular Council Meeting at 9:20 p.m.

ACTION SUBSEQUENT TO EXECUTIVE SESSION. It was moved by Councilor Knapp, seconded by Councilor Wright, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Troutman, Bechtol & Helquist; Nays: none); the Council authorizes Attorney Sumner to move forward as prescribed by CIS.

NEXT MEETING. Wednesday, May 22, 2019 – Regular Meeting

ADJOURN. Mayor Ewing adjourned the meeting at 9:21 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: DeOra M Patton
DeOra M. Patton, Recorder