MINUTES
CITY COUNCIL MEETING
September 25, 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

COUNCIL ABSENT: none

STAFF PRESENT: City Manager Stan Suenaga, Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Judy Sumner, John Bildsoe, Ralph Wimmer, Alison Bechtol, Christine Wolfe, Mark Seder, Kyle Suenaga, Don Jacklin, Carol Beatty, Todd Gruener, Michael Jones

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) Approval of Minutes of June 26, 2019 Council Meetings; B) Mayor/Councilor Monthly Finance Report; C) Payment of Invoices for August 2019. 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 approves consent agenda with two typo corrections to the Minutes.

AUDIENCE PARTICIPATION. none

REPORTS.

City Manager. City Manager Suenaga reported on progress for the new website, having 15 new picnic tables in the City Park, contact with State Marine Board on repair of boat ramp in City Park, working on security camera placement in City facilities and City Park, passing the State Fire Marshall's re-inspection of public works building, the City Parks positions advertised and receiving applications, and the Nuisance Abatement Officer position closing on Monday.

Planning Commission. Recorder Patton reported the Commission, at its September 17 meeting, reviewed the Kittelson & Associates Traffic Analysis Study quote and this will be considered by Council later in this meeting. The Commission looked at a revised definition for single-family dwelling that would exclude agriculture buildings/barndominiums (pole barn style homes) and cargo containers. In that discussion, a commissioner submitted liking cargo container homes that people have developed and another disliking, so commissioners are to research these units further and come back to the next meeting to assess. They discussed the 2nd story residential occupancy in the General Commercial zone as an outright permitted use and apartments as a conditional use in that zone. They also reviewed a proposal to revise Section 2.5 Zoning Boundaries.

Chamber. Coordinator Kyle Suenaga reported on the successes of recent events, and upcoming events and tech training.

Library. City Manager Suenaga reported Maupin will be hosting the Wasco County Library District Board Meeting in October, Librarian Dod has been applying for more grants for children's books and more cultural programs for 2020, and on upcoming events.

Mayor. Mayor Ewing announced the Wasco County Commissioners appointed him to represent the City and County on the Regional Solutions Advisory Board and their recent meeting focused on housing. He reported he will be attending the LOC Conference in Bend this Thursday and Friday, he will be at an Infrastructure Summit convened by Regional Solutions in Salem on Oct 20 & 21, and later he will be in Ashland for a Telecommunications Conference focused on broadband and sharing of what is now being called the Maupin Broadband Model. He spoke on the School Track Project and announced the Track Committee meetings, of which he is a member, will be held monthly at the high school. He announced the St. Mary's Catholic Church will be listed for sale before the end of the year. As to the City's website, the vendor is asking for photos of Maupin other than the river. People can send their photos to the mayor.

Parks. Councilor Bechtol reported on some tree trimming, cleaning up of trees in Kaiser Park yesterday. He met with City Manager Suenaga, Public Works Foreman Shields and Mayor Ewing last week on placement of the playground equipment in the City Park and determined the best location is behind the community building near the sidewalk. They are also looking at incorporating a trail down to the creek.

Capital Projects. Councilor Wright reported on construction work done and announced it is getting close to wrapping up. Mayor Ewing reported on the sidewalk work and schedule. As to bricks, Clerk Wolfe has asked the company to send a sample tile to look at in comparison to brick.

Economic development. Councilor Foreaker deferred to Agenda Item #9.

Environmental/Recycle. Councilor Foreaker reported he is still waiting to hear from the local working group on the development of a recycling proposal.

Legislative / LOC. Councilor Knapp reported the Wasco County Commissioners appointed her to the Mid-Columbia Economic Development District board. She reported on a number of bills coming out of the Legislature.

Deschutes Rim Health Clinic Update. Councilor Knapp reported the two dentists have resigned. The new doctor starts work next week. The Clinic will be open 5 days per week.

Public Safety. Councilor Helquist submitted people need to be aware of traffic especially around the school and especially at lunch time. As to the Legion Hall, he reported on the hole left from the removal of the bees' nest and plan of replacing boards. He reported, from questions to him, on a medical emergency for an 88-year-old woman who fell outside, having to call Wamic Ambulance Service as Maupin was not able to cover call. He emphasized people need to stop and think about how many calls the Maupin Ambulance volunteers do successfully.

CIVIC CENTER UPDATES & INFO.

a. **Funding Updates**. Mayor Ewing summarized a written Capital Campaign Report by Ingrid Dankmeyer and Michael Wilson. Recognition was made on the grants awarded, those awaiting decision, and foundations to approach next.

b. **Furniture, Fixtures, and Equipment**. City Manager Suenaga reported the library shelving has been ordered, and they are working with the design team on office furniture for city hall and library.

c. **Ribbon Cutting and Grand Opening**. From the written Capital Campaign Report, Michael Wilson announced the Steering Committee appointed Sue Knapp as Chair and Carol Beatty as Co-chair of the Ribbon Cutting Ceremony. They are looking to move this event from December 7 to December 8 as an opportunity to join the Maupin Chamber of Commerce Tree Lighting Ceremony. Councilor Knapp reported on Steering Committee members developing a flyer for the ceremony, and there being lots of opportunities for councilors and others to help with various parts of the ceremony. The next Capital Campaign Steering Committee meeting is October 18.

d. **RFP for Art**. City Manager Suenaga reported the Art RFP closes Monday, Sept. 30.

e. **RFP for Development of city properties**. City Manager Suenaga reported the RFP for Development of city properties closes October 30. He acknowledged the places of advertisement.

CONSIDER CHANGE TO MONTHLY FINANCE REPORT. Mayor Ewing announced this proposed change would take effect when the City hires a new City Manager. The proposal is to authorize the Mayor and City Manager to review and sign off on the Monthly Finance Report. It was moved by Councilor Bechtol, 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 changes the Monthly Finance Report process to allow the Mayor and City Manager to review and sign off on the Monthly Finance Report before presentation to the Council. Discussion on the motion was held on checking this process with the City Auditor.

DECLARE SURPLUS PROPERTY. Mayor Ewing announced the property under consideration is the City owned metal folding chairs in the Legion Hall. He acknowledged other chairs donated last year by Tim & Sara Morelli and this year by Dennis Ross, and not having room for storage of the metal chairs. He reported the City was contacted by the Tygh Valley Fire Department to borrow the folding chairs for an event and he would propose giving the chairs to them. 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 declares the metal folding chairs as surplus. 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 Councilor Helquist to work with Town & Country Player Karletta Carrithers to surplus the chairs and decide where the chairs go.

RATIFY PUBLIC WORKS VEHICLE PURCHASE. Mayor Ewing reported the City purchased a used State Highway pickup that will also be used as a snow plow for $9,000 which was the bottom of Kelley Blue Book value not considering all the accessories on it. The money to buy came from the budgeted water, sewer and street equipment funds. 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 ratifies the Public Works vehicle purchased for $9,000.

CONSIDER TECHNICAL ASSISTANCE GRANT FOR HOUSING NEEDS ANALYSIS THROUGH DLCD. Council was provided with a copy of the grant application. Councilor Foreaker gave a presentation on the project and acknowledged Carrie Pipinich assisted in the writing of this application. The grant is for $35,000 and requires a 10% match. A Resolution supporting the application was also presented to Council. It was moved by Councilor Bechtol, 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 approves Resolution No. 09252019 Supporting a Grant Application to the 2018-2020 DLCD Technical Assistance Grant Program to Complete a Housing Needs Analysis.

CONSIDER TRAFFIC ANALYSIS STUDY QUOTE FOR SOME REZONING PROPOSAL. A map of the four areas being considered for rezoning was presented to Council and summarized by Mayor Ewing. Mayor Ewing read the quote by Kittelson & Associates Inc. It was moved by Councilor Foreaker, 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 approves funding not to exceed $8,800 for traffic analysis studies on the four proposed rezones.

COUNCIL RULES. Council started at the bottom of page 18 and completed review of the draft. Next is to clean up for final draft and present to Council for adoption.

COMMUNICATIONS. Recorder Patton read a Thank You letter from the Legion Hall Restoration Committee for awarding them the Charitable Grants for the 2018-2019 budget period.

SUGGESTED TOPICS FOR NEXT MEETING. None

EXECUTIVE SESSION PER ORS 192.660 (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 8:14 p.m., and reconvened the regular meeting at 8:39 p.m.

ACTION SUBSEQUENT TO EXECUTIVE SESSION. It was moved by Councilor Bechtol, 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 the Mayor and City Manager to direct Attorney Sumner to act on the City's behalf in response to the matter.

NEXT MEETING. Wednesday, October 30, 2019 – Regular Meeting

ADJOURN. Mayor Ewing adjourned the meeting at 8:42 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: DeOra M Patton
DeOra M. Patton, Recorder