**PRESIDING:** Mayor Lynn Ewing

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

**COUNCIL ABSENT:** Carol Rager

**STAFF PRESENT:** Recorder DeOra Patton, Attorney Paul Sumner

**Visitors Present**: Judy Sumner, Kathie Richey, Rich Sutliff, Donna Henderson, Karen DuPuis, Allison Bechtol, Susan Wright, Sharon DeHart, Ralph Wimmer, Michael Wilson, Valerie Stephenson, Lois Nelson, Mark Seder, Rod Woodside

**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 September 27, 2017 Meeting; B) Mayor/Councilor Monthly Finance Report; C) Payment of Invoices for September 2017.** Councilor Knapp requested the following to improve the process going forward and in particular to the ordinance issue on no-host vacation rentals: (1) a motion be made with clarity and completeness, and then be repeated so everyone knows what they vote on; and (2) the next time Council has a Planning Commission recommendation, the Planning Commission meeting minutes be included in Council packet to assist Council in dialog and decision.

Recorder Patton acknowledged the process of this legislative hearing, documents of record provided to Council before and after the hearing, to include written letters and the Staff Report that contained the Planning Commission's decision. She noted that waiting for approved minutes of the Planning Commission could delay the process.

Councilor Knapp suggested having the minutes or someone from the Planning Commission present to report.

It was moved by Councilor Ross, seconded by Councilor Troutman, and unanimously passed; the Council approves the consent agenda as written.

**REPORTS.**

**Chamber**. A written report by Chamber Coordinator Amaral was presented telling of events, highlights of the Scenic Bikeway Conference she attended, and reminder she will be leaving

her position as Chamber Coordinator at the end of November and resumes for this position are still being accepted until mid-November.

Mayor Ewing reported on Cristie Amaral's request for the Council to discuss if the city crew can take over the job of putting up and taking down the flags along Deschutes Avenue on four holidays during the year beginning next year with Memorial Day or find volunteers to do. He wants to talk with public works before considering any commitment, and requested the Council think about this and make a decision later.

**Planning Commission**. Recorder Patton gave a brief summation on ideas presented by members of the Planning Commission in their continuation of study session on re-zoning of land within the City of Maupin. She acknowledged the City Planner gave a report on the DLCD Economic Opportunity Analysis Grant being sought by the City, and also reported the traffic study is in motion for the Commercial/Residential Transition zoning on Deschutes Avenue from 6th Street to Burnham Avenue.

Commissioner Wright reported on the Commission looking at each one of the zones in detail. She thinks it will take them a few more meetings to do, to think this planning through, so they have supportive recommendations to Council.

**Mayor**. Mayor Ewing gave updates on the following:

Paving project – It has gone out to bid. Have six interested contractors thus far. Bid opening will be October 31 at city hall.

Fiber Optic – Grant applications being submitted. Bids go out in December for street installation. Qlife has asked for the city public works crew to bury conduit, supplied by Qlife, on 1st Street for make ready work. A separate grant has been submitted for the underground work to the clinic and assisted living.

Attendance to Telecommunications Conference for the State in Hood River last week. Maupin is still considered the model for rural internet even though our project is still not done.

The survey of the springs protection project is complete. Those descriptions have gone to Attorney Sumner and Troutman. Once the deeds are completed, the fencing can begin and be done throughout the winter as time allows. All the grant documents with the State have been signed, so that money is available as soon as the land exchange is complete.

Code Enforcement – The RFQ went out and nobody responded. He will be working with MCEDD in the morning to discuss next step on code enforcement.

Library/Civic Center – There are many related things on the agenda. He asked Mark Seder about creating an image the City can have put on a sign, "Home of Maupin Civic Center/South Wasco County Library", to install on the property facing Kaiser Park.

**Public Works**. Mayor Ewing reported on work completed during the month by the Public Works Staff.

**Parks & Recreation**. Councilor Bechtol presented Council with a year-to-date record of City Park revenues and acknowledged the revenues are comparable to the 2016 year. Regarding Kaiser Park, he is proposing a Committee meeting on Saturday, November 4 at 10 am at the Visitor Center with public invited. This meeting will be to discuss vision for the park, get public input, and talk about things like the location of the grape arbor and sprinkler system. He reported a crime incident occurred in the City Park a couple of weeks ago.

**Legislation/LOC**. Councilor Knapp reported on her attendance to the Chamber's Business-After-Hours meeting, which included discussion on the impact of the new permit system to raft businesses. She also attended the Wasco County Economic Development Commission meeting in Shaniko, and participated in the Library vision workshop.

**Capital Projects/Economic Development/Intergovernmental Relations**. Councilor Ross reported on the LOC's decision of a new Director of the League. He has been appointed to an ODOT committee for the Small Cities Allotment Program. Mike Wilson will talk about the Library project, and they are going to try to meet with some legislators in November. He reported on Ted Ferriolli and John Huffman leaving their legislative positions. Had conversataion with ODOT about the Federal Lands Access Program (FLAP) for pedestrian safety project on Bakeoven Road. On inquiry, he reported on his attendance at the LOC Conference, and that he does feel it is worth our time to go for its resource of information and would recommend sending at least two councilors to it.

**Citizen Engagement**. Councilor Helquist reported he talked to fishermen at the City Park about their experience in Maupin and they were very positive. He announced the Planning Group for the Legion Hall will meet on November 2; the School is putting on a Veterans Thank You program on November 8; Saturday is the City's Fall Cleanup Day; the Assisting Living puts on a good Halloween event for the kids; and he and Eddie Ingram will be handing out glow sticks and bags to children for Halloween on behalf of the Fire Department.

**Attorney Report**. Attorney Sumner endorsed it is worth the time and money to attend the LOC Conferences. They have great trainings. Of equal or more importance is the networking with other cities that may have similar problems and how they approached it. It provides resources, contacts on city matters, projects, etc. He reported the process is in place on the land exchange for the springs protection area.

**REPORT OUT – WESTBY ASSOCIATES**. Senior Associate Michael Wilson reported on a legislative strategy, and of his meeting with Representative John Huffman this morning.

Councilor Knapp, Librarian Stephenson, and Donna Henderson presented the Mission – Vision – Values – Priorities Statements they came up with for the Library. This starts the campaign and will be used in the legislative request.

Councilor Knapp reported the four members of this workgroup would like to continue as a steering committee for the capital campaign. Mr. Wilson presented his support to forming this steering committee to help shape the campaign forward. It was moved by Councilor Ross, seconded by Councilor Troutman, and unanimously passed; the Council appoints Councilor Knapp, Librarian Stephenson, Donna Henderson, and Mary Beechler to work with Mike Wilson and Ingrid Dankmeyer as the steering committee for the capital campaign.

**PRESENT INFORMATION AND CONSIDER, IF NECESSARY, FUTURE SALE OF PROPERTY – LOG HOME, CITY HALL, LIBRARY**. A discussion was held on the need to show about a 40% commitment to the Library before going to funders, what the City has now (Chamberlain property and local campaign), and merits of keeping, selling, or other of the log home, city hall, and library properties owned by the City and dedication of those funds. Also, in discussion was the possibility of a bridge loan. Mayor Ewing presented market analysis and suggested listing prices provided by Realtors Ellie Webb and Tammy Creel, and options the City can undertake to sell: City advertise and sell under a sealed bid process, or enlist a real estate agent to conduct the sell.

Based on discussion, it was moved by Mayor Ewing, seconded by Councilor Ross, and passed on a vote of 5 to 0 with 1 abstain (Helquist); the Council commits the proceeds from the future sale of the log home and library to the library fund.

**CONSIDER PREPARATION OF CHAMBERLAIN SITE**. Mayor Ewing recognized preparation work the City does on the site shows progress to our citizens and contributors. He would like everyone to start thinking of what we as the City can do to do pre-building work that can make it easier once it does come to building. He reported a couple of trees will have to come down for where the building will go; the City might find a couple of people who will do as donation, and the School would like anything over 8-inches in diameter for the wood shop. Stan Kelsay will do a soil Geotech report on the site as a donation.

**MARK SEDER – PRESENTATION AND CONSIDERATION OF ADDENDUM TO CONTRACT**. Council was provided with a copy of the Addendum. Mark Seder summarized the factors and changes/occurrences subsequent to initial contract execution. This Contract/Agreement Amendment #1 proposes to add an Item #18 to "Other Terms & Conditions" stipulating that both parties acknowledge their openness to the factors and changes/occurrences and that they agree on adjustments to the originally contracted fee structure and amounts at a later date or dates, if and as it becomes necessary in the view of either or both of the parties. Mayor Ewing spoke on a Construction Manager/General Contractor process. He reported this is information on the process Mr. Seder has gone through and will continue to go through, and they want to make Council aware that it may end up costing more than originally contracted. Further explanation was given by Mr. Seder on the CM/GC as it is something the Council will consider soon. It was consensus for Mayor Ewing to work with Mr. Seder to work forward on this.

**DESCHUTES RIM CLINIC – CONSIDER WAIVER OF PLANNING & BUILDING PERMIT FEES**. Mayor Ewing acknowledged this proposal to be a City commitment/support to the Clinic project, amounting up to $1,000. Based on discussion, it was moved by Councilor Knapp, seconded by Councilor Helquist, and unanimously passed; the Council provides a waiver for planning and building permit fees for the Deschutes Rim Clinic seeing that it is a 501(3)(c) non-profit and it will provide health benefit to the community.

**PRESENTATION BY RON WALP ON "GOOD NEIGHBOR" OUTDOOR LIGHTING INFORMATION.** Council was provided with some literature from Ron Walp. Mayor Ewing reported on his conversation with Wasco Electric Coop Manager Jeff Davis following discussions with Mr. Walp. Wasco Electric found a new light to replace on the street pole by Mr. Walp's house; Mr. Walp is happy with it, and Jeff said they will use this new type of light when replacement is needed in Maupin.

**CONSIDER COMMITTEE RECOMMENDATION FOR PLANNER AND ENGINEER OF RECORD**. The Committee consisted of Mayor Ewing, Councilor Ross, and Councilor Rager. Mayor Ewing spoke on the review of the two proposals and submitted their recommendation to contract with the firm of Anderson & Perry for Planner and Engineer of Record. He appreciates the work Planner Nick Kraemer has done, and he will talk with the Planning Commission regarding continuity of some planning projects by Mr. Kraemer. He acknowledged Tenneson Engineering will continue on the paving project.

It was moved by Councilor Ross, seconded by Councilor Helquist, and unanimously passed; the Council engages Anderson & Perry Associates as the City's Engineer of Record and City Planner

**SET DATE, TIME, VENUE, AND CATERING FOR CITY CHRISTMAS HOLIDAY DINNER.** Based on discussion, it was the consensus of Council to have a full catered dinner with the venue being Imperial River Company and if not available, then The Riverside, on Friday, December 15 with a social beginning at 6 pm and dinner at 7 pm.

**DISCUSSION AND CONSENSUS ON PAVING PROJECT & FILL MATERIAL.** Mayor Ewing reported the original paving project bid included cost for transporting excavated material to some site outside the area. In the re-bid, there will be local disposal of excavated material as Mr. Troutman has offered them a place to put that and the other possibility is dump some of that at the Chamberlain site for the future parking lot.

**REPORT OUT – RECYCLING OPTIONS.** Mayor Ewing presented and reviewed a business operations handout from Emerald Systems LLC, a new recycle company in Tygh Valley. He reported Maupin's cardboard bin will probably be hauled to Tygh Valley as Emerald has a contract for cardboard at The Dalles Disposal, and we will be able to haul glass to Tygh Valley without having to break the glass first. Waste Connections, County, State, and DEQ are

working on solutions of recycling – we are going to have to learn to sort and we may end up replacing our comingled bin with several smaller bins and then teach people how to separate stuff. Councilor Troutman suggested consideration be given to moving Maupin's recycle depot out of the City Park to another location based on appearance.

**SUGGESTED TOPICS FOR NEXT MEETING**: Councilor Bechtol suggested holding separate meetings for library subjects.

**NEXT MEETING.** November 15, 2017

**ADJOURN.** Mayor Ewing adjourned the meeting at 8:55 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, Recorder