PRESIDING: Mayor Lynn Ewing

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

COUNCIL ABSENT: Randy Bechtol

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Michael Wilson, John Bildsoe, Kathie Richey, Karen DuPuis, Rich Sutliff, Donna Henderson, Valerie Stephenson, Judy Sumner, Frank Kay

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.

AGENDA CORRECTIONS. none

CONSENT AGENDA: A) Minutes of November 15, 2017 Meeting; B) Mayor/Councilor Monthly Finance Report; C) Payment of Invoices for November 2017. It was moved by Councilor Knapp, seconded by Councilor Ross, and unanimously passed; the Council approves the full consent agenda.

REPORTS.

Planning Commission. Recorder Patton reported the Planning Commission is continuing to work on the rezoning. They have a public hearing scheduled for January 9, 2018 for the Commercial/Residential Transition (CRT) zone. They are working on amending the text to allow for public facilities/library in the residential zone. Mayor Ewing reported the Planning Commission approved the City/Troutman Lot Line Adjustment.

Mayor. Mayor Ewing gave updates and reports on the following:

Fiber Optic – Q-Life has three grant requests out. Q-Life is working on breaking the project into segments and planning to go to bid next month. He reported on former Representative John Huffman's offer to talk to legislators to support funding from the State budget, and his conversation at USDA of fiber being the new rural electrification program and need to free up some money for small cities.

Public Works – Changes in staffing following the resignation of James Ledbetter, and contact with DEQ pertaining to wastewater treatment training and certification.

Street Improvement Project – Replacement of water and sewer lines will begin in January. Then they will begin removing the asphalt and cover the road area in compacted gravel with anticipation of paving in April.

Playground Structure – He reported on a playground structure obtained through public auction from the City of Redmond. Jim Burgett informed him of this opportunity. The structure is in good shape. Comparable structures new are $12,000 – $15,000. Volunteers will go next Wednesday to begin dismantling. The total footprint is 34' x 24'. It will be placed at Mountain Fir Park. A playground structure was in the original plan of Mountain Fir Park, but they ran out of money. There is a huge number of people offering volunteer services in the dismantle, moving, and set up of the structure.

LOC Small Cities Network meeting – He will attend this meeting tomorrow in Dufur. State Representative Bonham will be in attendance, and he will talk to him about doing a tour in Maupin to show him projects done and project working on.

Library/Civic Center – Securing funds from the Legislature is pending election vote in January on Measure 101. He sent several letters to Democratic Legislators and he heard back immediately from Senator Betsy Johnson of Scappoose offering her support.

Librarian Stephenson gave a report on recent and upcoming events, the approval of grant to the Wasco County Cultural Trust to purchase a projector, screen, sound system, and movie license to show Friday night movies in Maupin once or twice a month, and submission of her resignation from employment.

Architect Mark Seder presented visual drawings of project signage. The proposal is for an approximate 4' x 6' sign to be placed near Deschutes Avenue. It was consensus of Council to authorize Mark Seder to proceed with the sign construction. Mayor Ewing reported Mr. Seder is ready to bring in the City's engineer, Anderson Perry, to fill the civil engineer portion of the team on the project.

Michael Wilson acknowledged the press coverage on the Clinic and projects in Maupin, John Huffman's advocacy, and interest by Representative Bonham.

Councilor Knapp reported on the steering committee effort to put together information needed for grants. She presented and reviewed community information documents on demographics/diversity of Wasco County area, and a community survey form. She announced the slogan they have selected is "Expanding Our Future".

Michael Wilson presented and reviewed a pie chart on the SWC Library funding needs and campaign goal to set stage for approaching foundations. He acknowledged the equal opportunity, non-discrimination clause that foundations look for when approving grants.

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

Parks & Recreation. Mayor Ewing reported Nick Kaiser attended the last Kaiser Park meeting and it was good to hear his point of view.

Legislation/LOC. Councilor Knapp reported she attended a Lower Deschutes River Managers Meeting at the end of November, and acknowledged Jeff Kitchens in attendance to go over some of the things from that meeting.

Capital Projects/Economic Development/Intergovernmental Relations. Councilor Ross reported on an emergency incident at the Central Oregon Cities Organization (COCO) meeting, and of Representative Bonham's quick assistance to that incident. He endorsed Senator Betsy Johnson's support to Maupin projects.

Citizen Engagement. Councilor Helquist reported having a couple of people ask him about the Chamberlin property and he told them it has already been winterized. Also, with public inquiry and conversation with a Wasco County Sheriff Deputy, the truck that went in the river at Sherar's Falls may be there for a while.

Attorney Report. Attorney Sumner reported on an LOC/ Oregon City Attorneys meeting and training concerning open meetings - agendas. For public notice on subjects to be discussed – opportunity to all, the agenda will not include Additions to Agenda, and under Open Agenda, people can speak, but Council will not respond to items raised and will set the matter for a meeting in the future to advertise as an agenda item.

BLM - JEFF KITCHENS. Mr. Kitchens gave a report on the Eclipse – although the eclipse turned out to not be what feared, it turned out to be a huge success in emergency preparedness planning. It also gave them thousands of contacts with people regarding the river, communities, importance of BLM's presence, and input for other plans. In further reports, they are pressing forward on announcement for a River Ranger; they are contracting with another company for the online permit system; they are looking at a proposal for an "All User Fee", a $10.00 overnight camping fee to areas not accessible by car in conjunction with Segment 4 Planning Efforts; and a schedule of the Managers Group and other meetings has been set to November 2018 for public engagement. As to the truck in the river at Sherar's Falls and damage to bridge, they do not know what outcome is with insurance company.

CONSIDER CONSTRUCTION MANAGER/GENERAL CONTRACTOR – REQUEST FOR PROPOSAL FOR CIVIC CENTER. Mayor Ewing acknowledged copies of the draft CM/GC-RFP having been provided to Council. Mark Seder gave an overview of the document, and told of experience in other projects. Some councilors presented some ideas for editing. It was moved by Councilor Knapp, seconded by Councilor Ross, and unanimously passed; the Council authorizes Attorney Sumner and Architect Seder to put finishing touches on this RFP for Construction Manager/General Contractor and provide the final document to City Council in January.

CONSIDER ENTERPRISE ZONE. Council was provided with documents from the Wasco County Economic Development Commission and City of The Dalles regarding Enterprise Zone

Re-designation. The program is designed to encourage businesses to make new or additional investments that will improve employment opportunities, spur economic growth, and diversify business activity within the communities each zone encompasses. Mayor Ewing explained the enterprise zone and that it offers a property tax abatement incentive for development of industries, businesses on industrial land. He recognized having some industrial land in Maupin, and of some conversation with owners. Wasco County EDC Member Frank Kay gave some background, partnership between Wasco County and City of The Dalles, Maupin having opportunity to piggy back on their effort, how the tax abatement works, examples of businesses in other cities, the State analyzing these zone proposals through a competitive application process, and Maupin Industrial land owners are in favor. The County needs to know soon if Maupin is interested in joining. The Wasco County EDC voted to recommend to the County Commission that this is a high priority and sharp thing to do, and they also recommended to extend designation beyond The Dalles and add Maupin if want to be a part of it. Attorney Sumner recognized Business Oregon's summary on Enterprise Zones in Oregon – standard exemption. It was moved by Councilor Knapp, seconded by Councilor Ross, and passed on a 5-0 vote with 1 abstain; the Council approves to approach Wasco County and City of The Dalles to allow Maupin to join their effort to create a new Enterprise Zone on all industrial lands and others that fit their current definition of an Enterprise Zone and to assist in staff cost on a pro-rated basis to make that possible. Councilor Troutman abstained on disclosure of being an industrial land owner.

CONSIDER CITY EMPLOYMENT POLICY ADDITIONS. Councilor Knapp presented a proposal by the Library Steering Committee, for purpose of grants and to be included in the City's employee handbook, for Council to adopt the following EEO and Non-discrimination Policy verbiage:

EEO - The City of Maupin provides equal employment opportunity to all qualified employees and applicants without unlawful regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran's status, or any other status protected by applicable federal, Oregon, or local law. This EEO policy applies to all aspects of the employment relationship – including but not limited to, recruitment, hiring, compensation, promotion, demotion, transfer, disciplinary action, layoff, recall, and termination of employment.

Non-discrimination Policy - It is the intent of the City of Maupin to serve all people within our jurisdiction without discrimination regardless of race, color, national origin, religion, sexual orientation, political affiliation, age, disability, protected-medical conditions, pregnancy, marital status, veteran status, or any other protected characteristics as established by law.

Mayor Ewing announced this would go in our employee handbook and be included in job announcements, and acknowledged this would be an update to what the City already has.

It was moved by Councilor Rager, seconded by Councilor Helquist, and unanimously passed; the Council updates the City Employee Handbook to include the two statements as proposed.

WHOLE HOUSE VACATION RENTAL COMMITTEE CREATION. Mayor Ewing announced the Council is not going against the Planning Commission decision, and is simply looking at whether whole house vacation rentals can be allowed in certain zones within the City and what that would look like, and looking at whether or not a hosted home share would follow under the goals as a Bed & Breakfast. Based on volunteerism and suggestion, this Task Force Group will consist of Councilors Ross and Troutman and open for community members.

LIBRARIAN OPENING – CREATE INTERVIEW COMMITTEE. The Committee will be Mayor Ewing, Councilors Knapp and Helquist, Mary Beechler, and Donna Henderson. Council reviewed an updated version of the job description and announcement. Based on discussion, it was moved by Councilor Rager, seconded by Councilor Ross, and unanimously passed; the Council approves the job announcement and job description for Library Director as amended and posting/advertising to start tomorrow with closing date of January 12, 2018, and the Committee conduct interviews the following week.

COUNCIL COMMITTEE ASSIGNMENTS. Mayor Ewing asked to see Councilors between now and January meeting who feel their council assignment should be changed, if think something is missing in council assignments – reports each month, or if think there is an area not being covered that they would like to cover, so he can make appointments official at the January meeting. Councilor Knapp requested to have a council discussion at the January meeting on what Council feels is needed in the way of committees instead of individuals saying.

SUGGESTED TOPICS FOR NEXT MEETING:
Council Committee Assignment Discussion

NEXT MEETING. Tuesday, January 16, 2018 – Discuss City Manager
Wednesday, January 24, 2018 – Regular Council Meeting

ADJOURN. Mayor Ewing adjourned the meeting at 9:03 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: DeOra M Patton
DeOra M. Patton, Recorder