PRESIDING: Mayor Lynn Ewing

COUNCIL PRESENT: Lynn Ewing, Carol Rager, Denis Carlsen, Randy Bechtol, Jon Helquist, Suzanne Knapp,

COUNCIL ABSENT: none

STAFF PRESENT: Recorder DeOra Patton, PWO Manager Joy Ramirez

Visitors Present: Dennis Ross, Karen DuPuis, Ralph Wimmer, 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.

COMPUTER USE AGREEMENT FOR STAFF. Council was provided with a copy of the agreement entitled, "City of Maupin Information Technology Policies & Procedures". Mayor Ewing acknowledged the purpose of the policy is due to the employee handbook having nothing about computers, only a little on social media. A suggestion was submitted to add text to #13 to state users will be notified if their account has been viewed by supervisor. It was agreed, because the computer used by the Utility Billing Clerk is a shared computer, the Recorder is not required to give notification on using the computer for business. Based on discussion, it was moved by Council Bechtol, seconded by Councilor Carlsen, and passed unanimously; the Council adopts this City of Maupin Information Technology Policies & Procedures Use Agreement, adding text as discussed and highlighting areas for emphasis.

APPROVAL OF TELECOMMUNICATAIONS LINE EASEMENT BETWEEN LIGHTSPEED NETWORKS AND CITY OF MAUPIN ON CITY PROPERTY DESCRIBED AS WASCO COUNTY TAX ASSESSOR'S MAP/LOT NUMBER 4S 14E 0 4600. Mayor Ewing presented council with a copy of the easement and explained the purpose. The proposal is an easement across the upper reservoir property and includes installing no more than two poles. It was moved by Council Rager, seconded by Councilor Knapp, and passed unanimously; the Council accepts and approves the Mayor to execute this Telecommunications Line Easement with LSN as presented.

Mayor Ewing further presented council with a copy of an Electric Line Right-of-Way Easement to install two poles and overhead line for power to the fiber optic POP on the lower reservoir property, on portions of Lots 600 & 700 of Wasco County Assessor's Map 4S-14E-32. It was moved by Council Knapp, seconded by Councilor Bechtol, and passed unanimously; the Council accepts and approves the Mayor to execute this Electric Line Right-of-Way Easement with Wasco Electric Cooperative, Inc. as presented.

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CHARITABLE DONATIONS APPLICATION. Mayor Ewing reported he created an online form to be used by charitable organizations and presented a copy to council. It was the consensus of Council to approve this form with revision that the organization will be required to submit a report on use of the funds. A due date in February will be set.

BEGIN WORK SESSION - CITY MANAGER/ADMINISTRATOR. Council members identified some essential functions for the position of a City Administrator.

SCHEDULE SATURDAY WORK SESSION FOR CITY MANAGER/ADMINISTRATOR DISCUSSION. It was agreed to hold the meeting/worksession on November 12, 8:30 to 11:30 a.m. at the City Park.

COMMUNICATIONS. Mayor Ewing presented information of two upcoming December training classes sponsored by LOC focusing on supervision and budgeting basics. He reminded of upcoming meetings/events: Oct. 19 – Marijuana Presentation; Oct. 22 – Fall Cleanup; Nov. 9 – Fiber Optic Kickoff; and Nov. 10 – Wasco County Sheriff's Town Hall meeting.

A written report by Chamber Coordinator Cristie Amaral was presented acknowledging the Visitor Center is closed for the season and telling of upcoming meetings.

ADJOURN. Mayor Ewing adjourned the meeting at 7:58 p.m.

Respectfully submitted by
DeOra M Patton, City Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, City Recorder

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PRESIDING: Mayor Lynn Ewing

COUNCIL PRESENT: Lynn Ewing, Carol Rager, Suzanne Knapp, Jon Helquist

COUNCIL ABSENT: Denis Carlsen, Randy Bechtol

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner, Public Works Operations Manager Joy Ramirez

Visitors Present: Jim Winterbottom, Cristie Amaral, Tiffany Rager, Donna Henderson, Dennis Ross, Susan Wright, Ralph Wimmer, Tamara Wimmer, Sheriff Lane Magill, Rod Woodside

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Mayor Ewing at 6:00 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 OR ADDITIONS. Agenda items #5 and #6 swapped.

CONSENT AGENDA: A) Minutes of September 20, 2016 Meeting; B) Minutes of September 28, 2016 Meeting; C) Mayor/Councilor Monthly Finance Report; D) Payment of Invoices for September 2016. It was moved by Councilor Knapp, seconded by Councilor Helquist, and unanimously passed; the Council approves consent agenda as presented.

REPORTS.

Chamber. Chamber Coordinator Amaral presented and reviewed a written report telling of past and future events.

New Library Fund Raising Committee. Mayor Ewing reported the Civic Center Plan Unveiling went well with 45-50 people in attendance.

Library. A written report by Librarian Stephenson was presented telling of a recent class she attended at the Oregon State Library Focus Institute; the Library's Youth Advisory Council going strong; the Civic Center Unveiling/Donor Appreciation event being a big success; and Grant Writer Lyn Craig currently preparing two grants for submission.

Fire. Member Rod Woodside reported Jon Helquist set up a meeting with the Railroad and Wasco County Emergency Planner for December 7. The SWC Ambulance has placed a defibrillator at Rod's gas station for emergencies. Member Helquist reported on Halloween

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Day, the Fire Department will be handing out goodie bags to the grade school children at the corner across from the school.

Planning Commission. Commissioner Wright reported they are prepared to launch on looking at the zoning ordinance/zoning in town to see if can make any improvements to it.

Mayor. Mayor Ewing reported on the price quotes for choices of main dish and full meal at Imperial River Company for the Council/Planning Commission/Staff Dinner. Based on discussion, it was the consensus of Council to select the tri-tip/chicken alternate main dish with the side dishes/desserts potluck. Dinner to be Friday, December 16.

Public Works. PWOM Ramirez reported on work projects done consisting of hydrant flushing, meter reading and insulation, some utility materials ordered as part of the street paving project, and street sweeping. The next project is to exercise the valves to the million-gallon water tank.

Broadband Technology and Telecommunications. Mayor Ewing reminded CenturyLink, LSN, and GorgeNet will hold a Fiber Optic Kickoff Event at the High School on November 9 at 6:00 p.m. to discuss service plans.

Community Liaison. Councilor Helquist reported on the Wamic American Legion Post meeting wherein discussion was held on combining with Maupin American Legion Post's ten members. Each Post would keep its charter, and meeting locations would alternate back and forth. The next meeting is November 30.

CONSIDER REQUEST BY THE DALLES DISPOSAL FOR A GARBAGE SERVICE RATE INCREASE EFFECTIVE JANUARY 1, 2017. Council was provided with copy of the letter of request and proposed rates. Jim Winterbottom reported on the purpose of the increase, a rate adjustment averaging approximately .85% to help offset rising operational costs and disposal fees. The increase equals 19-cents per month on a weekly -1 can pick up. It was moved by Councilor Rager, seconded by Councilor Knapp, and unanimously passed; the Council accepts the rate increase as proposed effective January 1, 2017. Mr. Winterbottom reported on Maupin's Spring and Fall clean up events: 120 cubic yards hauled consisting of 7 tons of yard debris and 18 tons of waste.

PUBLIC HEARING TO CONSIDER FOR ADOPTION "AN ORDINANCE LICENSING AND REGULATING MARIJUANA BUSINESSES". For the record, notice of this hearing was published in The Dalles Chronicle and the City's Website, and posted locally. Copies of this ordinance was provided to Council and available for public inspection in advance of this hearing.

Mayor Ewing announced the purpose of the hearing and acknowledged the creation of the regulations for this ordinance has been over a two-year process. There were no conflicts of

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interest/abstentions presented by any council member, and no challenge by any audience member of the Council or any of its members to hear this matter.

Mayor Ewing opened the public portion of the hearing at 6:26 p.m. No public proponent nor opponent testimony was submitted. Attorney Sumner asked that the last blank under Section 26 Emergency Clause be filled in with the following: "Upon passage with enforcement of these terms to commence if and when the voters authorize any marijuana business by failure of ballot measures 33-86 and/or 33-87 or passage of another law authorizing marijuana businesses as described herein." Council agreed. There were no proponents nor opponents.

Mayor Ewing closed the public portion of the hearing and called for deliberation. It was moved by Councilor Knapp, seconded by Councilor Rager, and passed unanimously; the Council adopts this Ordinance and assign No. 304.

OPEN AGENDA.

Pedestrian Path/Emergency Vehicle Route. On inquiry by Cristie Amaral, Mayor Ewing reported on his conversation with the owner of the property, locally recognized as the donkey trail.

COMMUNICATIONS. Recorder Patton presented a Fiscal Year 2016-2017 financial report as of September 30, 2016. On proposal by Councilor Knapp and discussion, it was the consensus of Council to change to a quarterly presentation and email a pdf copy to council each month.

An article, provided by Councilor Bechtol, from the November Men's Journal regarding North Bonneville, Washington's city-owned cannabis store was presented to Council.

EXECUTIVE SESSION PER ORS 192.660(2)(h) TO CONSULT WITH COUNSEL. At 6:42 p.m., Council retired from regular session to go into executive session, and reconvened the regular meeting at 7:15 p.m. There were no decisions to be made at this time.

NEXT MEETING. Saturday, November 12, 2016 and Tuesday, November 15, 2016
ADJOURN. Mayor Ewing adjourned the meeting at 7:15 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, Carol Rager, Denis Carlsen, Suzanne Knapp

COUNCIL ABSENT: Jon Helquist, Randy Bechtol

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner, PWO Manager Joy Ramirez

Visitors Present: Karen DuPuis

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Mayor Ewing at 6:00 p.m. Roll call of Council and staff was conducted by Recorder Patton. Mayor Ewing led council and audience in Pledge of Allegiance.

ACCEPT RESIGNATION. Council was provided with a copy of a letter of resignation by Joy Ramirez to end her employment with the City on the date of December 2, 2016. With regret, it was moved by Councilor Bechtol, seconded by Councilor Carlsen, and passed unanimously; the Council accepts Joy Ramirez's resignation.

POST WWTP OPERATOR JOB OPENING. Mayor Ewing reported, in conversation with PWO Manager Ramirez, it now makes more sense for the City to go back to just a Wastewater Treatment Plant Operator. Council reviewed and discussed the proposed job announcement, job description, and Maupin's salary range schedule. Mayor Ewing acknowledged Joy, with her license, has agreed to contract with the City for Direct Responsible in Charge until the City can obtain an employee with WWT II license. It was recognized Utility Lead Operator Shields has licensing for the water system, and Ed Conner is willing to work temporary during the winter if need. The capacity of the plant was discussed and is okay. It was moved by Councilor Knapp, seconded by Councilor Bechtol, and passed unanimously; the Council approves the Wastewater Plant Operator II job description and posting of the job opening, both as written.

ADJOURN. Mayor Ewing adjourned the meeting at 6:40 p.m.

Respectfully submitted by
DeOra M Patton, City Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, City Recorder

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