**PRESIDING:** Mayor Frank Kay

**COUNCIL PRESENT:** Lynn Ewing, Frank Kay, Suzanne Knapp, Jon Helquist, Carol Rager, Denis Carlsen

**COUNCIL ABSENT:** Randy Bechtol

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

**Visitors Present**: Ralph Wimmer, Kathie Richey, Karen DuPuis, Cristie Amaral, Dale Madden, Rod Woodside, Rick Eiesland

**CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE.** The meeting was called to order by Mayor Kay at 6:30 p.m. Roll call of Council and staff was conducted by Recorder Patton. Mayor Kay led council and audience in Pledge of Allegiance.

**AGENDA CORRECTION OR ADDITIONS.** None.

**CONSENT AGENDA: A) Minutes of November 10, 2015 Joint Meeting with Planning Commission; B) Minutes of November 18, 2015 Meeting; C) Minutes of December 8, 2015 Meeting; D) Mayor/Councilor Monthly Finance Report; E) Payment of Invoices for November 2015; F) Public Works Operations Manager WWTP Report.** It was moved by Councilor Ewing, seconded by Councilor Knapp, and unanimously passed; the Council approves consent agenda with the exclusion of the WWTP report.

**REPORTS.**

**Chamber**. Chamber Coordinator Amaral presented and reviewed a written report telling of past and future meetings/events/business classes, 2016 Board officers, and educational classes she has completed.

**New Library Fund Raising Committee**. Mayor Kay reported on receiving a good response from South County residents & property owners following the mailing kickoff in November.

**Library**. A written report by Librarian Stephenson was presented telling of past program events and fund raising events for the new library, additional fund raising committee members, and award of a Wasco County Cultural Trust Grant in the amount of $1250.00 for a Spring program.

**Recycling Advisory Committee**. Kathie Richey presented and read a written report and requests for information. She requested the following from her written report be in the written minutes: "It is believed by this Committee that council was in agreement on three key points: (1) That the City of Maupin will be manager of Maupin's Recycle Center; (2) Councilor's and citizens to work toward solutions to create a clean co-mingle bin; and (3) It was stated by Councilor Ewing that the definition of monitoring under the City Park Maintenance Manager Job description means to keep the recycle facility in a clean, safe and attractive condition, free from debris and rubbish."

**Fire**. Based on information and acknowledgement of process/requirement by council for surplus of equipment, Mayor Kay requested the Fire Department Board present to him or Public Works Operations Manager Ramirez the equipment to be considered for surplus.

**Planning Commission**. On request by Commissioner Wimmer, a discussion was held on direction to the Commission to do as much homework as can for guidelines/regulations for time, place (zones, options for distances from residential/parks), and manner (special regulations that fit Maupin/what will it look like) pertaining to medical marijuana and recreational marijuana.

**Mayor**. Mayor Kay reported on the following: Looking at surplus of equipment to make room for the new mower and other equipment; the LOC Small City Network Meeting will be held in Maupin Dec. 17th; council meeting dates and time for the 2016 year (based on discussion, it was agreed to set all the council meetings to start at 6:30 p.m.); and PERS email notification on the availability of a PERS Town Hall Video online pertaining to future employer rates. Maupin's rates may have about a $10,000 impact each year for 2017 – 2019.

**Public Works**. Public Works Operations Manager Ramirez reported on rainfall amount; she has heard back from the hydrologist; and having an issue with the street sweeper. On inquiry by Councilor Carlsen, she reported the grader is ready for snow removal.

**Parks.** Councilor Rager proposed Council make a decision on the proposed park rates in January. It was consensus for council to discuss rates at the January 19 meeting/worksession and present for public hearing at the January 27 meeting. She reported she has informed Park Finance Manager Vejar not to rent the Mountain Fir Community Park out to campers until a usage plan is figured out.

**Economic Development – South Wasco Alliance.** Councilor Knapp reported the SWA Board met last week to chart out plans for next year, and discussions are being held with Amber about the SWA sponsoring the After-School Program.

**Community Liaison**. Councilor Helquist proposed council set aside $800 for the purchase of a metal canopy for storage of city equipment, i.e: mower. In discussion, it was recognized the Mayor has authority to spend up to $5,000 under the Contract Review Board ordinance.

**PAT CIMMIYOTTI, ODOT REGIONAL MANAGER. PRESENT ODOT HWY 26 DETOUR PLAN.** Mayor Kay told of prior situations when Highway 26 was closed, and meeting with Brad DeHart to discuss city projects and town hall subjects.

Pat Cimmiyotti reported on the Detour Plan and concerns they are addressing for the Plan to include narrow bridge, amount of trucks, traffic volume, vehicle speed through town, signage, truck weight limits. Mayor Kay reported on discussion with Brad DeHart of installing digital speed signs. Mr. Cimmiyotti reported on other projects – South of Maupin: To solve erosion problems at MP 46.3 and 46.7, excavation will begin in January to move the roadside into the hill 12-feet. Chip Seal Projects between MP 52 to Junction beginning last week of May.

**APPROVAL OF FEASIBILITY STUDY GRANT APPLICATION TO BUSINESS OREGON/INFRASTRUCTURE FINANCE AUTHORITY FOR MAUPIN FIBER OPTIC BROADBAND SYSTEM, AND INTERGOVERNMENTAL AGREEMENT WITH QLIFE.** Nolan Young explained the project, application, and agreement. Attorney Sumner approved the Agreement as to Form. It was moved by Councilor Ewing, seconded by Councilor Carlsen, and passed unanimously; the Council approves the IFA Feasibility Study Grant Application for the Maupin Fiber Optic Broadband System Project. It was moved by Councilor Ewing, seconded by Councilor Helquist, and passed unanimously; the Council approves the Intergovernmental Agreement with QLife.

**APPROVAL OF SURVEILLANCE CAMERA POLICY.** Mayor Kay presented and explained the proposed Policy/Guideline, and reason being so video/surveillance of crime is not compromised. Attorney Sumner acknowledged Oregon having a very open public record law; however, there are exceptions, and "security of City is more important than disclosure".

Based on discussion, it was moved by Councilor Ewing, seconded by Councilor Knapp, and passed unanimously; the Council adopts the City Surveillance Cameras Guidelines & Policy 2015 with amendment to state "Mayor or Designee".

**PROGRESS REPORT ON ODOT SMALL CITY ALLOTMENT STREET REPAIR GRANT AND AGREEMENT.** Mayor Kay reported Public Works Operations Manager Ramirez is working on some of the details to include water and sewer line replacements. He is researching the hiring of a project engineer and any assistance from ODOT, maybe tie project into time of ODOT projects.

**OPEN AGENDA.**

**Grass/Debris Dump Site off 3rd Street**. On request by Councilor Helquist, Public Works Operations Manager Ramirez reported on the closure of the dumping site.

**COMMUNICATIONS.** Recorder Patton presented a Fiscal Year 2015-2016 financial report as of November 30, 2015.

**NEXT MEETING.** January 19, 2016 – Council Meeting/Worksession, 6:30 p.m.
January 27, 2016 – Council Meeting, 6:30 p.m.

**ADJOURN.** Mayor Kay adjourned the meeting at 8:06 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: Frank Kay
Frank Kay, Mayor

ATTEST: DeOra M Patton
DeOra M. Patton, Recorder