PRESIDING: Mayor Frank Kay

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

COUNCIL ABSENT: none

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Rodger Nichols, Karen DuPuis, Kathie Richey, Dale Madden, Dennis Ross, Allison Bechtol, Rod Woodside, Cristie Amaral, Donna Henderson, Rich Sutliff, Joy Ramirez

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.

Mayor Kay introduced Haystack Broadcast News Reporter Rodger Nichols and recognized Mr. Nichols will be tape recording the meeting.

AGENDA CORRECTION OR ADDITIONS. None.

CONSENT AGENDA: A) Minutes of December 16, 2015 Meeting; B) Minutes of January 19, 2016 Meeting; C) Mayor/Councilor Monthly Finance Report; D) Payment of Invoices for December 2015; F) Public Works Operations Manager WWTP Report.

Audience member Kathie Richey requested the addition of the three key points written in her 12/16/15 Recycle Committee Report that it is believed by the recycle committee that council was in agreement on, and a revision to the wording of the report by Public Works Operations Manager Ramirez under Open Agenda - Grass/Debris Dump Site off 3rd Street. It was moved by Councilor Knapp, seconded by Councilor Ewing, and unanimously passed; the Council approves consent agenda with the addition and revision to the Minutes of December 16, 2015.

REPORTS.

Chamber. Chamber Coordinator Amaral presented and reviewed a written report telling of February meetings/events/business class, the approval of their Sherars Falls Scenic Bikeway designation and background information on the scenic bikeway program, and the Chamber's work on a cycling map of rides in South Wasco County for bike shops and area businesses.

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New Library Fund Raising Committee. Allison Bechtol reported they are over the $100,000 mark, and she told of the "Have a Heart Valentines Dance" fundraising event planned for February 13.

Library. A written report by Librarian Stephenson was presented telling of current/planned programs and laptop computers gifted from Google.

Recycling Advisory Committee. Kathie Richey presented and reviewed a written report/requests. The Committee requests Council to put recycling high on the priority list for the 2016/2017 budget year; to create a new "recycle center department" and incorporate into this department a well-managed fundraising/refundable center with written policies and procedures for both entities; and to continue with more education (stuff recycle flyers in Wasco Electric Coop's billing if possible, a monthly ¼ page article in WamPinRock, and a monthly article in Mayor Kay's newsletter). The Committee recommends that the recycle center be gated and manned by a city employee.

Mayor Kay acknowledged, in meeting with The Dalles Disposal Manager, the recyclable product market having dropped out and fees now being charged to take the products. He reported on the City's recycle revenues/expenses (now about $10,000/$15,000), and that the hiring of an employee to manage would be a significant fee increase that Maupin citizens would most likely not be receptive to. He recognized recycling is a very complicated issue. On inquiry if the Legislature is addressing recyclables going to the landfills because of the market dropping off, Mayor Kay suggested contacting the League of Oregon Cities to see if they want to address the Legislature on this issue.

Mrs. Richey proposed the City give land to the County and she would then approach the County and Tri-County Hazardous Waste & Recyling to develop a County managed recycle center. In discussion, it was acknowledged this would be premature.

Fire. Councilor Bechtol proposed declaring four vehicles surplus (2 of the Fire Department and 2 of the Public Works Department), those being (A) 1974 LaFrance Fire Truck, (B) 1991 GMC Jimmy Blazer, (C) 1984 Chevrolet Pickup, and (D) 1987 Chevrolet Pickup. The fire truck is an excess vehicle, and the other three vehicles are inoperable. Based on discussion, it was moved by Councilor Bechtol, seconded by Councilor Helquist, and unanimously passed; the Council declares the vehicles surplus and designates Public Works Operations Manager Ramirez to dispose of them in a commercially reasonable manor.

Planning Commission. Chairman Madden reported they are still working on the proposal for time, place, and manner of medical and recreational marijuana.

Public Works. Public Works Operations Manager Ramirez reported on the continuation of water sampling.

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Parks. Councilor Rager reported the Council rendered a decision not to rent the Mountain Fir Community Park out to campers.

Economic Development – South Wasco Alliance. Councilor Knapp made announcement of two vacant SWA Board positions coming up, and reported they are looking to start fundraising to cover costs. She further announced the meeting on February 16 at Wamic Community Center to discuss the South Wasco County Parks & Recreation District.

Community Liaison. Councilor Helquist reported on Gary Schoenecker's property survey.

PUBLIC HEARING TO DISCUSS A PROPOSED SUPPLEMENTAL BUDGET TO ADD A FUND – MAUPIN BROADBAND PROJECT AND INCREASE GRANT FUNDING TO THE SOUTHERN WASCO COUNTY LIBRARY. CONSIDER FOR APPROVAL A RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET. For the record, a Notice of Supplemental Budget Hearing with Summary of Proposed Budget Changes was mailed to each street address within the City and posted locally and on the City's website, and copies of the budget document and Resolution were available for public inspection at the office of the City Recorder.

Mayor Kay announced the purpose of the Hearing and supplemental budget procedure by State law. On poll, there were no abstentions from the Council and no objections from the audience of the Council or any member to hear the matter. At 8:12 p.m., Mayor Kay opened the hearing to the public.

Support was given by Dennis Ross and Donna Henderson. There was no public opposition presented.

Mayor Kay told of the fiber optic route and administrative role of Q-Life. Councilor Ewing acknowledged the project will be funded by grants, not property taxes. Dennis Ross suggested the line be buried on the same side of the road as the existing Level 3 fiber optic so the City has a place on the opposite side for future water/sewer lines.

Mayor Kay closed the public portion of the hearing at 8:18 p.m. It was moved by Councilor Ewing, seconded by Councilor Carlsen, and passed unanimously; the Council approves and passes Resolution No. 01272016-01 Adopting The Supplemental Budget.

PUBLIC HEARING TO DISCUSS REVISIONS & INCREASES TO THE MAUPIN CITY PARK USER FEE RATES. CONSIDER FOR APPROVAL A RESOLUTION ESTABLISHING THE USAGE AND FEES OF THE MAUPIN CITY PARK EFFECTIVE FEBRUARY 1, 2016. Mayor Kay announced the purpose of the Hearing and recognized the proposed new rate structure (peak, standard, & off-season). On poll, there were no abstentions

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from the Council and no objections from the audience of the Council or any member to hear the matter. At 8:20 p.m., Mayor Kay opened the hearing to the public.

Upon there being no public testimony presented in favor or opposition, Mayor Kay closed the public portion of the hearing. It was moved by Councilor Rager, seconded by Councilor Ewing, and passed unanimously; the Council approves the revisions and increases and passes Resolution No. 01272016-02 Establishing the Usage and Fees of the Maupin City Park Effective February 1, 2016.

APPOINT PERSONS TO POSITIONS IN THE CITY OF MAUPIN PLANNING COMMISSION. Mayor Kay acknowledged the City has openings in two positions for the terms of offices ending December 31, 2018, and he gave notice of Patrick Kollodge submitting resignation from the Planning Commission. Dale Madden and Virginia Fuller have resubmitted their names as applicants to the openings. It was moved by Councilor Ewing, seconded by Councilor Rager, and passed unanimously; the Council re-appoints Dale Madden and Virginia Fuller to the Planning Commission.

APPOINT PERSONS TO POSITIONS IN THE CITY OF MAUPIN BUDGET COMMITTEE. Mayor Kay acknowledged the City has openings/vacancies in five positions. Virginia Fuller has resubmitted her name to fill one of the openings. It was moved by Councilor Rager, seconded by Councilor Bechtol, and passed unanimously; the Council re-appoints Virginia Fuller to the Budget Committee.

2016 COUNCIL PLANNING RETREAT DATE SET (SATURDAY, FEB. 6, 13, 20, OR 27; 9 a.m. – 1:00 p.m.; LUNCH INCLUDED). Based on discussion, it was the consensus of Council to tentatively schedule the retreat for February 27.

ODOT ADOPT-A-HIGHWAY PROGRAM. Mayor Kay acknowledged the City Council & Staff are registered in this program, and the participating role of ODOT to provide signage, garbage bags, etc. He asked Council to pick a week day in April for cleanup, and suggested discussing in the Council Planning Retreat. Public Works Operations Manager Ramirez suggested doing the Highway Cleanup around the City Spring Clean Up (April 23) and invite the community to clean up on city streets.

DISCUSS BUSINESS LICENSE PROGRAM. Mayor Kay reported, with marijuana businesses coming up, it would be good to have business licenses in town. He announced the purpose is not for revenue, but knowing who is doing business and number of businesses in town, and he thinks it would take about $2500 - $4000 to administer. He acknowledged the Chamber Board discussed and was divided on giving support to the program.

Chamber Board member Allison Bechtol reported members felt the City has not been able to provide them with good reason to support.

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A discussion was held on Councilor Carlsen's suggestions to simply (no annual reporting) and figure out a benefit to the businesses. Attorney Sumner reported on Portland/Multnomah County exemptions of some businesses.

Councilor Bechtol disclosed conflict and abstention on this matter.

DISCUSS/UPDATE ON Q-LIFE PROJECT. Mayor Kay reported Q-Life is in the process of completing some paper work, the engineer on the project will be meeting with Public Works Operations Manager Ramirez, looking into interim financing with the timeframe for cash disbursement of grant funds, and Q-Life being fiscal agent to administer. He announced Nolan Young has taken a City Manager position and will be leaving Q-Life. Attorney Sumner reported on the receipt of a draft Lease Agreement with Q-Life.

OPEN AGENDA.

Kathie Richey requested to know if the Public Works Department has plans for repairs/replacement of the 74 fire hydrants and completing installation of water meters. Public Works Operations Manager Ramirez gave a report on plans/goals and budget.

Citizens Involvement Group. Kathie Richey announced they have renamed their group from Maupin Citizens Awareness and Advisory Group to Citizens Involvement Group. She requested the City's bank account statements be put back into the council packets. The prior discussion/decision of Council was acknowledged in that posting/publishing the statements is not prudent practice, and alternatively the Mayor/Councilor do a monthly finance report/review of the bank statements, invoices, and payroll. Councilor Rager suggested inviting Mrs. Richey to sit in on one of the Mayor/Councilor Finance Reviews. A lengthy discussion was held on further requests by Mrs. Richey to view employee paystubs/overtime paid, and if the City has classified exempt and non-exempt jobs. Mayor Kay reported the City is in process of classifying two positions and he presented some criteria that must to be met for exempt classification. He confirmed all present job positions are by law classified as non-exempt. Attorney Sumner explained the public does not have the right to know personal information of employees, but can get information about job positions. As to review of finance report documents, Mrs. Richey will need to make arrangement/appointment with the Mayor.

Marijuana Regulations. Karen DuPuis stated Maupin is ahead of Portland in some areas for coming up with regulations on time, place, and manner of marijuana.

COMMUNICATIONS. Recorder Patton presented a 2015 City Park Revenue Report.

Public Works Operations Manager Ramirez reported windows for the community building are ordered.

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NEXT MEETING. February 16, 2016 – Council Meeting/Worksession, 6:30 p.m.
February 24, 2016 – Council Meeting, 6:30 p.m.

ADJOURN. Mayor Kay adjourned the meeting at 8:18 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Frank Kay, Mayor

ATTEST: _____
DeOra M. Patton, Recorder

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PRESIDING: Mayor Frank Kay

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

COUNCIL ABSENT: Randy Bechtol, Denis Carlsen

Visitors Present: Karen DuPuis, Ralph Wimmer

CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE. The meeting was called to order by Mayor Kay at 6:30 p.m. Mayor Kay recorded the attendance and led council and audience in Pledge of Allegiance.

ADDITIONS TO AGENDA:

Fiber Optic Update
Recycling Center Financial Operations/Recap
Distribution of City 2014-2015 Audit
Systems Development Charges Discussion

2016 COUNCIL RETREAT AGENDA was discussed. A draft proposal of topics was presented. Following discussion by Council, it was determined that the following topics would be discussed in detail.

- Library/City Hall Options & Plans
- Infrastructure Assessment, Upgrades, Plans including water meters & metered water billing (Joy to prepare some data, and perhaps be available to discuss).
- Budget Priorities for 2016-2017 and 2017-2018 (including health insurance, PERS, water & sewer rates, ODOT street project, and possible City RV Park upgrades).
- Nuisance Abatement Officer options/update

Q-LIFE/FIBER OPTIC PROJECT is moving along rapidly. The final grant funding paperwork was completed to receive the funds. It was motioned by Councilor Ewing, seconded by Councilor Rager, and passed unanimously; the City agrees to accept the two grants ($28,504 and $410,000) and sign contracts.

KAISER PARK and the associated plans, grant request, and process going forward was discussed. It was agreed that Mayor Kay & Councilor Rager were to put together a strategy to move the project forward with a local fundraising component, slightly revised plans, re-submission of State Parks funding request in 2017, and securing more definitive cost estimates.

RECRUITMENT OF PLANNING COMMISSION & BUDGET COMMITTEE MEMBERS was discussed. Multiple appeals for "volunteers" to step forward and serve has not produced full membership. The Planning Commission still has one vacancy of the five seats, and

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the Budget Committee has only 3 of 7 seats filled. Mayor Kay asked each councilmember to identify one or two people for us to actively recruit them to serve.

THE ADOPT-A-HIGHWAY CITY COUNCIL & STAFF event was discussed. It was agreed to schedule the clean-up the Thursday before our Annual Spring Clean-up Saturday (April 23rd). The Council and Staff would clean up Highway 197 from the north Maupin sign to downtown. We'll coordinate with ODOT and also encourage residents to clean-up their yards & streets. City Staff & Council would do the road-side clean-up between 10:00 a.m. and 1:00 p.m. on Thursday, April 21st, including a lunch.

A RE-CAP CHART OF CITY RECYCLING REVENUES & EXPENSES for the past several years was distributed. The data indicated that annual revenues were basically "flat" at $10,000 per year, but expenses have risen dramatically in the past year due to depressed recycling redemption rates, increased hauling expenses & fees, and a suspected increase in our Recycling Center use by South County residents following closure of the recycling site in Tygh Valley. Efforts are being made to get the County to help pay some of Maupin's Recycling Center costs that are now solely borne by Maupin residents and fees.

SYSTEM DEVELOMENT CHARGES were discussed to deal with two unintended/ unanticipated situations in Maupin that are unfolding. The Council was in agreement that SDCs were meant to assign/recoup infrastructure costs associated with "new/expanded/additional" development in Maupin, not "replacement" construction. For example, SDCs were meant for "additional new house/business/building" not as a cost to replace an existing building of similar size/use that was torn down, burned down, etc. In other words, SDCs were to address "additional, not necessarily new, different demand on our infrastructure." Unfortunately, our SDC Ordinance & guidelines uses the terms "new development" and "new construction" interchangeably, thus resulting in confusion/uncertainty when to apply SDCs. The Council agreed to adopt new interpretive language to address this issue. In the meantime, the Council agreed to suspend collection of those SDCs in question, pending formal resolution, legal advice, etc. The Council also agreed to revisit the language in our SDCs that are based on "footprint" vs square footage and the 30% threshold for remodeling. The Council's intent was to not have SDCs be a substantial inhibitor of development/building/re-development/growth, but instead to apply to those projects that added to demands on infrastructure rather than replacement of demand.

ADJOURN. Mayor Kay adjourned the meeting at 8:20 p.m.

Respectfully submitted by
Frank Kay, Mayor

SIGNED: _____
Frank Kay, Mayor

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CITY OF MAUPIN
INVOICES PAID FOR THE MONTH OF JANUARY 2016

Creditor:	Total		City	Water	Sewer	Street	Park	Fire		Street Impro	SWC Library
Barlow Water Improvement Dis	180.03			180.03							
Beebe, Malcolm G.	40.00			40.00							
Bohn's Printing, Inc.	88.65		88.65								
Bohn's Printing, Inc.	126.19		126.19								
Boyd Coffee Company	150.82		75.41	37.71	37.70						
Cardmember Service	26.56										26.56
Carson Oil Company	25.71				25.71						
CenturyLink	635.94		369.01	126.84	54.75		85.34				
Commerical Property Appraisal	2,000.00		2,000.00								
Fastenal Company	42.75					42.75					
Gorge Networks	64.50						64.50				
Mauin, City Lodging Tax	1,028.93						1,028.93				
Maupin, City W/S/R	1,087.77						1,016.27				71.50
Maupin Hardware	159.12			82.30	31.01	14.56	11.27				19.98
Oregon Association Recorders	50.00										
Oregon Dept. of Revenue	166.24						166.24				
Oregon Mayors Association	65.00		65.00								
Pacer The Dalles	960.96		119.02	161.23	161.23		130.32	322.46			66.70
Pacer The Dalles	1,898.24		249.73	242.87	242.87		774.19	242.86			145.72
Pepsi Cola- The Dalles	86.58						86.58				
Ramirez, Joy	40.00				40.00						
Recorder DeOra M Patton	39.90		39.90								
Rivermark Community C.U.	35.00		35.00								
Rivermark Community C.U.	970.07		46.53	40.49	230.47	453.29	60.25	119.28			19.76
Shields, Kirk	40.00			40.00							
Staples Advantage	10.05		10.05								
Stephenson, Valerie	177.39										177.39
Sumner, Paul F.	800.00		800.00								
Tenneson Engineering Corp.	2,786.00		2,786.00								
TestAmerica	228.00				228.00						
The Dalles, City of	130.00			30.00	100.00						
The Dalles Chronicle	15.63		15.63								
The Dalles Disposal	929.02		500.00				429.02				
USA Blue Book	418.94			148.30	270.64						
Vejar, Howard	40.00						40.00				
Vejar, Janet	40.00						40.00				
Walter E Nelson, Co.	64.12						64.12				
Wamic Store	26.13			26.13							
Wasco Electric Cooperative	5,976.64		910.25	1,322.42	977.36	1,026.44	1,562.44	124.55			53.18
	21,650.88		8,236.37	2,478.32	2,399.74	1,537.04	5,559.47	809.15	-	-	580.79

Revenues:											
Daily Receipts Record	60,109.59		19,934.95	18,543.78	19,223.98	2,110.48	21.40	100.00			175.00
Park Visa, ACH Pymts, Interest	7,332.63		2,056.76	343.50	451.04		4,481.33				
	67,442.22		21,991.71	18,887.28	19,675.02	2,110.48	4,502.73	100.00	-	-	175.00

City of Maupin

Wastewater Treatment Plant Operators Monthly Report

February 4, 2016

	January 2016	January 2015
Average Flow	0.059 MGD/per day	0.070 MGD/per day
BOD's	3.6 mg/l with 97% removal and 3.1 lbs discharge	6 mg/l with 95% removal and 3.0 lbs discharge
Suspended Solids	6.1 mg/l with 95% removal and 3.0 lbs discharge	3 mg/l with 97% removal and 2 lbs discharge
Rainfall	2.5 inches	1.3 inches

Permit Requirements: Monthly Average BOD's 30 mg/l with 85% removal

Monthly Average Suspended Solids 30 mg/l with 85% removal

Note: Monthly Average Permit Requirements change to 20 mg/l from May through November.

-In January we had two sewer main back-up one on Saturday the 9th and the other on Saturday the 30th both of the sewer clogs where on or near Water and View Street. We have identifies roots in the main on View Street and we will be looking to replace part of that sewer main in the spring.

Respectfully submitted,

Joy Ramirez

WWTP Operator

Facility Water Use Report

Report ID 11730

MAUPIN SPRINGS;
550 FEET NORTH AND 90 FEET WEST FROM S1/4 CORNER, SECTION 32
4S-14E-32-SE SW;
Cert:34935 OR *

CITY OF MAUPIN
FRANK KAY
PO BOX 308
MAUPIN, OR 97037

Records per Page: 5

Water Year	Reporter Name	Type of Measurement	Unit	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Irrigated Acres
2015	Joy Ramirez	FMT	G	12005111.0	10854635.0	10410823.0	9889367.0	8682547.0	9221879.0	13633800.0	15967135.0	34065500.0	34738100.0	29643700.0	18394061.0	
2014	Joy Ramirez	FMT	G	13859121.0	8181681.0	11071325.0	10563050.0	8961623.0	10652286.0	11940401.0	23934080.0	29368100.0	33872333.0	29503975.0	17650188.0	
2013			G	10973641.0	7641824.0	8055792.0	8722090.0	7105380.0	7254443.0	11811706.0	18154648.0	22689512.0	36336587.0	26850403.0	17254228.0	
2012			G	10408438.0	7486447.0	8568906.0	7541054.0	6923832.0	8052631.0	7247156.0	19401934.0	19207303.0	30137005.0	32909918.0	20851763.0	
2011			G	8662610.0	7123759.0	8747352.0	7630863.0	9366068.0	8011449.0	7324935.0	13692744.0	20519069.0	28228070.0	30393099.0	22945241.0	

1 2 3 4 5 6

Type(s) of Measurement:		Unit(s) of Measurement:	
FMT	Flowmeter (recording monthly readings and then reporting the difference between one month's reading and the next)	G	Gallons

If corrections are needed send a message to: wateruse@wrd.state.or.us or call (503) 986-0905.