PRESIDING: Mayor Frank Kay

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

COUNCIL ABSENT: none

Visitors Present: Kathie Richey, Karen DuPuis, Ralph Wimmer, Tamara Wimmer, Candy Barnett

CALL TO ORDER. The meeting was called to order by Mayor Kay at 6:00 p.m.

ROLL CALL. Roll call was taken by Mayor Kay.

PLEDGE OF ALLEGIANCE. Mayor Kay led council and audience in Pledge of Allegiance.

MAYOR'S REPORT.

Mayor Kay clarified that although tonight's meeting is described as a "Work Session", it is still a City Council Meeting of all Councilors and is public and appropriately posted. Although work sessions have traditionally been informal discussions of issues and ideas with limited public input, they are still "Council Meetings" and votes/decisions can be made. For this reason, we will be calling these official meetings "City Council Meeting/Work Session" to distinguish it from the regular, monthly City Council Meetings where we receive multiple reports and have a full agenda of issues, action items, etc. It is the intent of this Council to have the Council Meeting/Work Session to focus on one or two items for more in-depth discussion, education, consensus-building, and perhaps decisions. In short, we will be having two City Council Meetings each month so that we do not have one very long meeting with many agenda items and reports with no extended time to fully discuss issues. Both meetings will be published in our monthly newsletter and the usual postings.

Mayor Kay & Fire Chief Tom Troutman have instituted an Outdoor Burning Ban effective immediately. Virtually every natural resource agency, many city/county governments, and other jurisdictions have done so in response to our unreasonable early dry season.

Mayor Kay announced the inter-governmental agreement with the Mid-Columbia Housing Resource Center/Columbia Cascade Housing Corp has been renewed for the next several years, at the direction of Council at the May 27th Regular City Council Meeting.

DRAFT

CITY STAFF RE-ORGANIZATION, JOB DESCRIPTIONS CHANGES, SALARY RANGES, STARTING PAY FOR REVISED POSITIONS

Mayor Kay presented an updated Staff Organization Chart for the City of Maupin. This process was started at the February 7th Council Planning Retreat. Because of personnel departures, retirements, and changing City financial considerations and efficiency, the Council directed the Mayor and Staff to prepare a plan, job descriptions, budget, and salary/pay recommendations for Council approval as part of our annual Budget-building process. The Budget was reviewed and approved by the Budget Committee in May including funds for position/salary adjustments and resulting in no increase in water/sewer rates for 2015-16.

The details and new job descriptions for many of our 11-12 employees were presented for Council discussion and study, for approval at next week's regular Council meeting. Four employees had significant job changes that resulted in more responsibilities and/or title changes. The City RV Park will be staffed by two employees, not just the "husband" with the "wife" as a non-paid volunteer (which is illegal as well as very risky insurance-wise". New salary ranges for each of these "new" jobs have been determined by a quick market comparison, and starting pay recommendations for current employees was presented. The Staff and Mayor support these changes in the best interests in operating the City in a financially responsible manner and delivering efficient and effective public services. It is also important to note that the total staff compensation proposed was less than the previous year's level (including the Public Works Director Legal Settlement).

DISCUSSION/CLARIFICATION OF MAYOR'S AUTHORITY, FINANCIALLY, STAFF MANAGEMENT/DEPLOYMENT

There was a brief discussion of the Mayor's authority in making financial decisions and staff management/deployment. The City's Contracting Ordinance was distributed for Council review and study, with revision/updating set for July.

ADJOURN. Mayor Kay adjourned the meeting at 8:05 p.m.

Respectfully submitted by
Frank Kay, Mayor

SIGNED: _____
Frank Kay, Mayor

DRAFT

PRESIDING: Mayor Frank Kay

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

COUNCIL ABSENT: none

STAFF PRESENT: Recorder DeOra Patton, Attorney Paul Sumner

Visitors Present: Kathie Richey, Karen DuPuis, Candy Barnett, Rich Sutliff, Cristie Amaral, Rod Woodside, Ralph Wimmer, Tamara Wimmer, Lane Magill, Steve Kramer

CALL TO ORDER. The meeting was called to order by Mayor Kay at 6:30 p.m.

ROLL CALL. Roll call of Council and staff was conducted by Recorder Patton.

PLEDGE OF ALLEGIANCE. Mayor Kay led council and audience in Pledge of Allegiance.

AGENDA CORRECTION OR ADDITIONS. None

CONSENT AGENDA: A) Approval of Budget Committee Meeting Minutes of April 28, 2015; B) Approval of Budget Committee Meeting Minutes of May 20, 2015; C) Approval of Council Meeting Minutes of May 27, 2015; D) Acknowledge Payment of Invoices for May 2015; D) Acknowledge Wastewater Treatment Plant Operator Report of June 15. It was moved by Councilor Ewing, seconded by Councilor Carlsen, and approved unanimously; the Council approves consent agenda as presented.

REPORTS.

Chamber. Coordinator Cristie Amaral presented, as a written report, the article she wrote for the WamPinRock newspaper. She reported the Maupin Madness Poker Run event doubled from last year. She asked Council to again serve the ice cream at the Ice Cream Social during National Night Out on August 4.

New Library Fund Raising Committee. Mayor Kay gave an update on the fund raising.

Recycling Advisory Committee. Kathie Richey reported on the condition of the recycling depot/bins; a lot of trash and cannot keep up with the hauling away. In consultation with the mayor, the Committee is proposing to conduct a one-week, 8 hour/day survey in July at the recycle depot on use and education and are looking for volunteers. Mayor Kay reported on current situation in hauling of the bins and plans of The Dalles Disposal/Waste Connect to

purchase Mel's Sanitary Service. He further reported, on inquiry by Councilor Helquist, of the current charges by The Dalles Disposal for hauling of the bins.

Library. A written report by Librarian Stephenson was presented telling of summer reading program activities.

Fire Department. Mayor Kay acknowledged he and Fire Chief Troutman instituted an outdoor burn ban on June 17.

Planning Commission. Commissioner Wimmer reported there was no meeting this month. He submitted his individual complaints of not being notified of the June meeting canceled; not receiving minutes of prior meetings; having no written report on conditions being met on a replat approval in May, and Schoenecker's building permit on a remodel not coming back to the Planning Commission for new construction when the building collapsed. In discussion, it was recognized the Commission meetings are posted pending business, but an email can be sent to members to notify no meeting; that written reports in follow up to conditions of approval have not been a standard, but the City, if Council approves, could look into hiring the City's Contract Planner to do; and on notification/contact by MCCOG Building Codes of the misfortune and that reconstruction of the structure would not exceed the footprints on the alteration/enlargement approved by the Planning Commission, it was not necessary to reconvene the Planning Commission on that permit.

Councilor Helquist reported on a truck load of dirt dumped in the city street from Schoenecker's property excavation and of a power extension cord running across the street from Schoenecker's residence/business to a camper.

Mayor. Mayor Kay acknowledged Council has been provided with a couple of articles relative to marijuana; one from the Oregonian and one from Councilor Helquist published in The American Legion Magazine. He acknowledged HB 3400 that would allow local governments to ban pot sales in counties where at least 55 percent of the voters opposed the Measure 91 marijuana legalization measure in 2014, and recognized Wasco County did not meet the threshold so Maupin is in a position to ban or approve medical/recreational marijuana dispensaries and he suggests exploring putting an Initiative on the voters ballot in the General Election 2016.

Mayor Kay presented for financial security and accountability, relative to advice by the City's Bank, Attorney, and Insurance that it is risky behavior distributing the City's bank statements to the public, a proposal/schedule for the mayor and a city councilor to monthly review the City's bank statement and reconciliation, invoices, and checks issued. Based on discussion, it was moved by Councilor Rager, seconded by Councilor Bechtol, and unanimously approved; the Council approves the proposal/schedule as presented and submits monthly report in consent agenda.

Public Works. Public Works Operations Manager Ramirez reported everything at the wastewater treatment plant is doing really good. Public Works is working some with Kathie Richey on recycling. Public Works has repainted some of the parking spots uptown and are waiting for the new fiscal year finances to accomplish department goals.

Parks. Councilor Rager reported the City did not receive grant funding from Oregon Parks & Recreation Department for the Kaiser Park improvements, and the City/Committee will have to think of some fund raising. She reported she and the managers still have not come up with a software program for the City Park.

Economic Development -- South Wasco Alliance. Councilor Knapp reported the SWA is now a 501(3)(c) non-profit organization and can start receiving grants and donations. She further reported on legislative activities on funds for rural Oregon, and the next SWA meeting scheduled for July 16 in Antelope.

Broadband Technology & Telecommunications. Mayor Kay reported on Keith Mobley's involvement/engagement with legislators regarding broadband.

Community Liaison. Councilor Helquist reported on the Maupin Madness Poker Run and Volkswagon Show events, and attendance at Maupin Citizens Awareness & Advisory Group.

Attorney. Attorney Sumner recognized items of the agenda to include the three separate resolutions to adopt the budget, declare the City's Election to receive State Revenues, and transfer appropriations, and item #8 to adopt an amendment to the Nuisance Abatement Ordinance requested by Councilor Knapp to address fire hazard weeds. He reported, in consideration of updating the City's Contract Review Board Ordinance, he has offered an idea of new possible dollar numbers for review, but Council has to decide what makes sense.

5 (A): PUBLIC HEARING TO RECEIVE TESTIMONY REGARDING PROPOSED USES OF STATE SHARED REVENUE. Mayor Kay opened the hearing at 7:28 p.m. There were no abstentions from the Council and no objections from the audience of the Council or any member to hear the matter. Mayor Kay recognized the revenue sources and uses, and the requirement to annually elect to participate. There were no comments submitted from the audience. Mayor Kay closed the hearing to the public.

6 (B): APROVAL OF RESOLUTION NO. 06242015-02 DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES. It was moved by Councilor Ewing, seconded by Councilor Helquist, and unanimously approved; the Council passes this Resolution as presented.

DRAFT

5 (B): PUBLIC HEARING TO DISCUSS THE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AS APPROVED BY THE CITY OF MAUPIN BUDGET COMMITTEE. Mayor Kay opened the hearing at 7:30 p.m. There were no abstentions from the Council and no objections from the audience of the Council or any member to hear the matter. Mayor Kay recognized staff worked long and hard on the budget; there are no water and sewer rate increases for the ensuing year; and the total personal services including the PW Director Legal Settlement is not increased. There were no comments submitted from the audience. Mayor Kay closed the hearing to the public. Councilor Ewing announced the electric panel replacement for the sewerage system planned before June 30 will not happen until July 2015, so pursuant to budget law, it is proposed to increase the Sewerage System Reserve Fund cash on hand, Line 1, to $25,285 and inasmuch adjust the total resources & expenditures to $25,435. It was moved by Councilor Ewing, seconded by Councilor Bechtol, and unanimously passed; the Council approves this increase/adjustment as proposed.

6 (A): APROVAL OF RESOLUTION NO. 06242015-01 ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING THE TAX FOR CITY OF MAUPIN, WASCO COUNTY, OREGON. . It was moved by Councilor Ewing, seconded by Councilor Carlsen, and unanimously approved; the Council passes this Resolution with addition of $5,000 to the Sewerage System Reserve Fund.

6 (C): APROVAL OF RESOLUTION NO. 06242015-03 A RESOLUTION TRANSFERRING APPROPRIATIONS. Mayor Kay explained the purpose of the resolution to transfer appropriations of $5,000 from the General Fund Materials & Services/City Buildings & Property Maintenance & Repair to the City Parks Fund Materials & Services to cover unanticipated costs for maintenance and repairs, particularly a contract for tree trimming services following a couple of incidents of a tree and branches falling last year. Based on discussion, it was moved by Councilor Rager, seconded by Councilor Helquist, and unanimously approved; the Council passes this Resolution as presented.

DISCUSSION/APPROVAL OF CITY STAFF RE-ORGANIZATION, JOB DESCRIPTIONS, COMPENSATION. Mayor Kay presented the City Staff Re-Organization Chart, and suggested changes to job descriptions from Councilors Helquist and Knapp. Councilor Knapp reviewed her suggestions on making the descriptions more complete, clear, and consistent. Mayor Kay suggested he and Recorder Patton draft new/modified descriptions and finalize at the Council Meeting/Worksession on July 14.

It was moved by Councilor Ewing, seconded by Councilor Rager, and unanimously approved; the Council adopts the City Staff Re-Organization Chart as presented.

Mayor Kay presented a 2015-2016 Staff Compensation Proposal consisting of salary ranges and compensation rates to be effective July 1, 2015. Based on discussion, it moved by Councilor

Rager, seconded by Councilor Ewing, and unanimously passed; the Council approves the compensation proposal for 2015-2016 as presented.

APPROVAL OF ORDINANCE. AN ORDINANCE AMENDING ORDINANCE NO. 297; AN ORDINANCE ESTABLISHING RULES AND PROCEDURES FOR THE ABATEMENT OF NUISANCES IN THE CITY OF MAUPIN, REPEALING PRIOR INCONSISTENT ORDINANCES, SAVINGS CLAUSE AND DECLARING AN EMERGENCY. For the record, Council was provided a copy of the ordinance in advance of this meeting. Mayor Kay read the ordinance by title and announced the purpose, as suggested by Councilor Knapp and endorsed by Fire Chief Troutman, to maintain consistency with other ordinances and further address fire concerns. Attorney Sumner explained the 30-feet, instead of 50-feet, comes from research done previously in a subdivision development. There were no abstentions from Council and no objections from the audience of the Council or any member to hear the matter. There was no public testimony submitted. Mayor Kay closed the hearing to the public at 8:12 p.m. It was moved Councilor Rager, seconded by Councilor Helquist, and unanimously passed; the Council adopts this Ordinance No. 298 and declaring an emergency.

APPROVAL OF 2015-2016 PROPERTY/LIABILITY INSURANCE RENEWAL. Council was provided with a June 8, 2015 letter on the policy renewal by the City's agent of record, Oregon Trail Insurance and renewal invoice. Based on discussion, it was moved Councilor Ewing, seconded by Councilor Carlsen, and unanimously passed; the Council accepts the policy renewal as presented and approves payment of invoice.

OPEN AGENDA.

Maupin Citizens Advisory & Awareness Group. MCAAG representative Kathie Richey presented and reviewed an agenda from the Group to continue discussion on: (1) A quarterly Town Hall meeting; and (2) Bring the city offices' up to the 21st century, digital records on website and required city records stored on CD's or posted on the website.

Council discussed possibility to hold a City Town Hall meeting, and Councilor Ewing acknowledged electronic technology changing all the time so CDs may not be the best answer for record storage.

COMMUNICATIONS.

Councilor Knapp announced she is interested in being the City contact person in the FEMA Floodplain Risk MAP program.

Mayor Kay reported that any time the Council meets it is a public meeting and votes and decisions can be made, and the Council has 2 meetings per month with one being to focus on 1 or

2 items. He suggested a tentative City Town Hall meeting in September, a listening of citizens to give Council ideas.

Council was provided with a June 11, 2015 Letter of Introduction by The Dalles City Councilor Russ Brown as being a representative for Maupin, Wasco County on the Mid-Columbia Council of Governments Board.

Council was provided a fiscal year financial report through May 31, 2015. Council was also provided with the Bank Statements of City accounts with Columbia State Bank, Rivermark Community Credit Union, and Office of the State Treasurer Local Government Investment Pool.

NEXT MEETING. July 14, 2015 – Council Meeting/Worksession, 6:00 p.m.
July 22, 2015 – Council Meeting, 6:30 p.m.

ADJOURN. Mayor Kay adjourned the meeting at 8:42 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Frank Kay, Mayor

ATTEST: _____
DeOra M. Patton, Recorder

DRAFT