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: Karen DuPuis, Rick Eiesland, Cristie Amaral, Joy Ramirez, Dawna North, Diane Barber, Nancy Boggs, Kathy Kelsay, Patrick Kollodge, John Howey, Rich Sutliff, Allison Bechtol, Joe Ringo, Kathi Ringo, Rod Woodside, Tom Troutman, Marty Smith, Jody Smith

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. On inquiry by Councilor Knapp, it was the consensus of Council to place discussion of a Nuisance Abatement Officer at the end of tonight's agenda or put over to the Council's Worksession Retreat on February 7.

CONSENT AGENDA: A) Approval of Council Meeting Minutes of December 17, 2014; B) Approval of Council Meeting Minutes of January 6, 2015; C) Acknowledge Payment of Invoices for December 2014; D) Acknowledge Wastewater Treatment Plant Operator Report of January 16, 2015. It was moved by Councilor Rager, seconded by Councilor Ewing, and approved unanimously; the Council approves consent agenda as presented.

COUNCIL LIAISON AREA OF INTEREST. Based on discussion and volunteerism, the following is the 2015-17 City Council Liaison Areas:

- Economic Development
  - Maupin – Randy Bechtol
  - South Wasco Alliance – Sue Knapp
- Broadband Technology/Telecommunication – Lynn Ewing
- Public Works (Water, Sewer, Streets, Buildings) – Denis Carlsen
- Parks & Recreation – Carol Rager
- Community Liaison – Jon Helquist

REPORTS.

A) **Chamber**. Coordinator Cristie Amaral presented a written report giving an update on their move to the new visitor center, upcoming meetings and events, plan for a new website, update of maps, and 2015 Event Calendar Brochures at the printers. She reported the Chamber's plan is to still rent the City's log home. She reported on an application the Chamber is filing with the State to designate Sherar's Falls Loop for an Oregon Scenic Bikeway route, and requested a letter of support from the City. It was moved by Councilor Ewing, seconded by Councilor Helquist, and approved unanimously; the Council supports this application.

Dawna North reported on the RiverFest committee working toward evolving Maupin Daze.

B) **New Library Fund Raising Committee**. Allison Bechtol reported on continued fund raising plans and a chili cook-off in March. Mayor Kay reported on the total funds raised to date, and of Rivermark Community Credit Union's challenge match of $5,000 to other businesses.

C) **Library**. A written report by Librarian Stephenson was presented telling of the library receiving new children's books and movies from the Ready to Read Early Literacy grant funds, purchasing a cricut paper crafting machine, and upcoming events.

D) **Fire**. Joy Ramirez reported the Department had elections of officers at its last meeting, and she will be the liaison between the Department and City. She announced they will be doing more training and have ordered the TV and laptop. Randy Bechtol acknowledged the City's new ISO Fire Classification Rating.

E) **Mayor**. Mayor Kay presented an agenda plan for the February 7 Council Retreat (Worksession).

F) **Parks & Recreation**. Councilor Rager acknowledged receipt of the 2014 Park Collections Report and of the receipts being up about $15,000 this year.

G) **Public Works**. Mayor Kay reported on the City having hired another utility worker, George Beebe.

H) **South Wasco Alliance**. Councilor Knapp reported the group is working on a couple of projects and a survey pertaining to internet service will be mailed out with the City's water/sewer bills. She further reported on Amber Anderson's success in raising funds for the After-School Program.

I) **Broadband/Telecommunications**. Councilor Ewing commented on the internet service survey, and Mayor Kay recognized Google paid for the survey.

J) **Community Liaison**. Councilor Helquist reported the Chamber Board and South Wasco Alliance Group are doing a great job, and he encourages everyone to attend their meetings and get involved. He reported he has heard US Cellular will be moving out of the hardware store, and he has heard a lot of good things with the SOLV program.

K) **Attorney**. Attorney Sumner reported he will be attending the 2-day conference, February 26 & 27, by CityCounty Insurance Services on risk management and legal problem solving, and following that, he may ask for Council support to information/proposals.

CONSIDER CONTRACT PROPOSAL BY MIKE FAHA, GREENWORKS P.C. FOR KAISER PARK DESIGN & GRANT WRITING. Council Rager gave some history on Kaiser Park with recognition on conditions placed on the property deed to the City. She reported the Kaiser family wants to ensure the community is behind the park and she identified the priorities of a community survey conducted. She acknowledged Mike Faha has helped the Parks Committee with two meetings and she reviewed a draft sketch of ideas. She reported the next step is to get actual costs of construction; they are looking at some in-kind work; and this project would be eligible for State lottery dollars. She reviewed the proposed Landscape Architectural Services Proposal of $20,208 consisting of schematic design and grant application services. She reported they have people ready to start fund raising.

Mayor Kay reported Nick Kaiser has been involved for the family; they are very happy and hoping the City will support this contract proposal.

It was moved by Councilor Ewing, seconded by Councilor Carlsen, and unanimously approved; the City approves this contract proposal by Mike Faha, GreenWorks P.C. with the expense being paid from the General Fund – Economic and Community Development Funds, and authorizes the mayor to sign the contract.

CONSIDER INVITATION FOR CITY OF MAUPIN TO BECOME A MEMBER OF THE BASIN STUDY WORK GROUP STEERING COMMITTEE. Council was provided with a written invitation of November 21, 2014 along with a list of invited potential member organizations. The BSWG's purpose is to manage a Basin Study in the Upper Deschutes River Basin. Based on discussion, it was the consensus of Council not to join.

CONSIDER FOR APPROVAL THE CITY'S AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2014 PREPARED BY EMERALD CPA GROUP, LLC. Recognition was made of the auditor giving a good report again this year. A discussion was held on the auditor's notes/recommendation relative to segregation of certain key duties, which is an annual condition to all small cities because of the limited number of personnel, and that the proposal of requirement of having two signatures on all checks over $500 would only be a policy of the city and not enforceable by the bank. It was acknowledged the Council reviews the bank statements including copies of all canceled checks each month and bills paid, and further acknowledged some auditors want the mayor or council to go through and initial bank statements. Further discussion was held on the options of the City to provide staff training, hire external CPA, or take no action and continue relying on the external auditors to assist with the financial statements in accordance with GAAP. It was moved by Councilor Ewing, seconded by Councilor Rager, and approved unanimously; the Council approves the City's Audit Report for Fiscal Year ending June 30, 2014 as prepared by Emerald CPA Group, LLC, and the Council not make any changes until discussed at the Council retreat.

DISCUSSION OF A NUISANCE ABATEMENT OFFICER. It was the consensus to table this discussion.

OPEN AGENDA;

Councilor Rager re-addressed changing to electronic council packets. Attorney Sumner recognized the use of personal computers for city business is subject to public records request, and what some cities have done is to do a cost and benefit analysis and some cities looked into bulk purchase of laptops or ipads. It was the consensus of Council to table to discuss at a worksession.

COMMUNICATIONS.

Council was provided a fiscal year financial report through December 31, 2014. 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. February 7, 2015 – Council Retreat/Worksession, 9:00 a.m.
February 25, 2015 – Regular Council Meeting, 6:30 p.m.

EXECUTIVE SESSION PER ORS 192.660(2)(h) TO CONSULT WITH COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED.

Mayor Kay called council into executive session at 7:50 p.m. and reconvened the regular council meeting at 9:50 p.m. Recorder Patton was excused from the remainder of the meeting. Visitors present at reconvening were Karen DuPuis, Joy Ramirez, and Rod Woodside.

Mayor Kay announced the Council considered details of a settlement agreement a three councilor committee worked out with Mike Miles and discussed what would be in the best interest of the City moving forward. He thanked everyone for their input and hard work to reach resolution.

It was moved by Councilor Ewing, seconded by Councilor Helquist, and unanimously passed; the Council authorizes the mayor and city attorney to work out the details of a settlement that meets the requirements of the agreement the committee worked out with Mike Miles.

Audience member Rod Woodside asked when the agreement would be final and Mayor Kay said he hopes it will be final in February. Mr. Woodside asked if the agreement will be available to the public to put rumors to rest and Mayor Kay confirmed the final document would be public record.

ADJOURN. Mayor Kay adjourned the meeting at 10:10 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: Frank Z Kay DS
Frank Kay, Mayor

ATTEST: DeOra M Patton
DeOra M. Patton, Recorder