MINUTES
CITY COUNCIL MEETING
February 24, 2020
6:30 p.m.

MAUPIN CIVIC CENTER
507 GRANT AVENUE
MAUPIN, OREGON

**PRESIDING:** Mayor Lynn Ewing

**COUNCIL PRESENT:** Lynn Ewing, Tom Troutman, Susan Wright, Jon Helquist Suzanne Knapp, Mike Foreaker, Carol Beatty

**COUNCIL ABSENT:** none

**STAFF PRESENT:** City Manager Kevin Lewis, Recorder DeOra Patton

**Visitors Present**: Stephanie Anderson, Dennis Beechler, Medy Gantz, Kathie Richey, Karen DuPuis, Christine Wolfe, Ralph Wimmer, Tamara Wimmer

**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.

**CONSENT AGENDA: A) Approval of Minutes of November 20 and December 18, 2019; B) Mayor/Councilor Monthly Finance Report; B) Payment of Invoices for January 2020.** It was moved by Councilor Foreaker, seconded by Councilor Troutman, and passed unanimously on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Beatty, Troutman & Helquist; Nays: none); the Council approves Consent Agenda as presented.

**AUDIENCE PARTICIPATION**. none

**REPORTS.**

**City Manager**. City Manager Lewis reported he has met all staff, and he is reviewing the City of Maupin Employee Handbook and job descriptions. Councilor Knapp inquired if the City has a contract with Kevin Lewis.

**Mayor**. Mayor Ewing summarized his written report giving updates and announcements on the Civic Center furniture arrival and moving plan, City Manager Lewis scheduled to attend the CIS Conference at the end of this month, the WiFi logo design Art Contest, the annual

Hazardous Waste and E-Cycle collection event, Maupin Spring Cleanup, the school track facility project, Library Director Dod and Frank Kay working with donors to create a new Library Foundation outside of City direction to help raise funds for and support the library into the future, SWC basketball teams District and State Playoff Tournaments, Maupin WebWorks team plans, emergency medical services, and legion hall improvements by Town & Country Players.

**Public Works**. Councilor Troutman reported on receiving bid on a camera to look at sewer lines, and working on plan to move the siren to the public works compound. Mayor Ewing reported Public Works has been provided with a long list of projects outside their normal work duties, so working to get that done.

**Parks**. Mayor Ewing reported the Parks Managers have submitted a report identifying current work and proposed plans for office operations, signage, grounds maintenance, projects for tree assessment, painting of buildings, concrete pads in key RV sites and boat ramp, and maintenance completed and deferred on the park house.

**Planning Commission**. Recorder Patton reported the Commission, at its meeting earlier this month, pretty well finished up reviewing the text of the residential areas and are now looking at availability for vacation rentals in the commercial zoned areas.

**Chamber**. Coordinator Stephanie Anderson told of her background and summarized a written report on her efforts in planning and coordinating for Maupin Daze and Poker Run events. She reported the Chamber, at its last meeting, has decided not to keep the visitors center and she will be setting up a home office as soon as her internet is installed.

**Library**. Mayor Ewing reported on the Library staff working today moving books to the new library. They will continue over the next two days and open the new library on Monday.

**Special Projects**. Councilor Wright reported on need and pricing for automatic, on demand power door openers at the Civic Center for wheelchair access and recommended installing on the north door. She proposed the Council consider finding an individual from the general public who would be an aesthetic policeman and whenever there is going to be a change to the building or roof, this person would look at it to see if it meets the original design intent. On inquiry by Councilor Helquist, Mayor Ewing reported the City's Public Works staff will be working with the Garden Club on the landscaping.

**Economic development**. Councilor Foreaker reported Attorney Sumner is preparing the RFP for a consultant for the Housing Needs Analysis.

**Environmental/Recycle**. Councilor Foreaker reported Commissioner Kramer has decided to hold off on presenting the Baling Facility proposal to the Tri-County Hazardous Waste & Recycling Steering Committee this month for consideration. He acknowledged the Oregon

DEQ Recycling Steering Committee, comprised of 16 stakeholders (local and state governments, businesses, etc), is reviewing five scenarios to potentially reshape the future of recycling in Oregon, and presented a news article from Resource Recycling for an introduction to and synopsis of these scenarios.

**Legislative / LOC**. Councilor Knapp recognized notices and articles in the LOC Local Focus magazine on the Local Government Spring Conference in April, OWRD funding for Basin-Specific Needs, affordable housing, and "if still evaluating city manager".

**Deschutes Rim Health Clinic Update**. WRHD Board Director Dennis Beechler summarized a written report informing of the leadership and staff at the Clinic, goals and achievements of moving forward in a positive direction and taking a fresh approach to doing business and meeting the health care needs of the South Wasco County community. Patient visits have increased substantially. Their commitment to a new clinic building remains undeterred even though they know the challenges that lay before them. They are working with the architect to 'right size' the building using value engineering to reduce costs. Their capital campaign strategy is being reworked and refined. They are also reengaging with MCMC to explore partnership opportunities and enlist their support and perspective on a re-designed clinic facility.

**Public Safety**. Mayor Ewing reported, from inquiry by Councilor Helquist, on the status of installation of the security cameras on city facilities. Councilor Helquist gave an update on the situation of the Klothes Kloset, and on planned improvements to the Legion Hall by the Town & Country Players. As to need for EMTs, he reported on two ambulance calls today. Sheriff Magill reported there will be an ASA meeting next week, and he acknowledged the status on the South County resident deputy.

**CONSIDER APPROVAL OF LIQUOR LICENSE/CHANGE OF OWNERSHIP FOR MAUPIN MARKET**. Upon review of the application and recognition of Council options, it was moved by Councilor Helquist, seconded by Councilor Wright, and unanimously passed on a 7 to 0 vote (Ayes: Foreaker, Knapp, Ewing, Wright, Beatty, Troutman & Helquist; Nays: none), the Council recommends approval to OLCC.

**AWARD CHARITABLE FUNDS – 2 RECIPIENTS**. Mayor Ewing acknowledged the two applications received, of which copies were provided to Council, by Town & Country Players and Maupin Area Chamber Endowment/Deschutes River Athletic Complex. He reported receiving a call from Amber Anderson/After School Program Organization this morning apologizing for not getting an application filed by the deadline, and submitting she is interested in the charitable funds to paint her building. In discussion, recognition was given to the February 15 deadline available monies budgeted. It was moved by Councilor Wright, seconded by Councilor Beatty, and passed on a 6 to 1 vote (Ayes: Foreaker, Ewing, Wright, Beatty, Troutman & Helquist; Nays: Knapp), the Council splits the budgeted funds of $3,000 between the two applicants, awarding $1,500 each to Town & Country Players and Maupin Area Chamber

Endowment/Deschutes River Athletic Complex. Discussion on motion: Councilor Knapp submitted she would like to see advertised on website more prominently and the mayor put in newsletter, and noted the After School Program is a good program.

**CONSIDER INTERIOR PAINTING OF CITY PARK SHOWER BUILDING**. Mayor Ewing reported on the painter declining to do this job unless he does all buildings, so the Parks Managers will work to get painted. He acknowledged the shower area takes special paint, and the buildings planned for painting at this time are the shower/restroom, community building, and restrooms in the RV area.

**CONSIDER CIVIC CENTER RFP CLEANING SERVICES**. Mayor Ewing reported on having mailed RFPs to businesses in The Dalles, Goldendale, and others, and receiving one response of interest from Nancy Solice of Wamic. She plans to submit a bid and is currently working with her insurance company on acquiring the coverage needed. No action needed tonight.

**COMMUNICATIONS**. Mayor Ewing presented a handout on setting goals to assist the City Manager.

**SUGGESTED TOPICS FOR NEXT MEETING**.

a. Appointment to vacancy on Planning Commission
b. Appointments to vacancies on Budget Committee
c. Employee Handbook Revision Discussion
d. Employee Pay Scale Revision Discussion
e. Council Rules Adoption

Mayor Ewing reported the City has not received any applications for the vacancies and will continue to accept them until the positions are filled. City Manager Lewis has been reviewing the Employee Handbook and pay scale and will take the documents with him to the CIS Conference to do more work on them.

Councilor Wright acknowledged LOC having classes on the roles and responsibilities of the Planning Commission and suggested the City look into LOC holding a class in Maupin in the Civic Center.

**NEXT MEETING.** Wednesday, March 25 – Regular Meeting

**ADJOURN.** Mayor Ewing adjourned the meeting at 7:45 p.m.

Respectfully submitted by
DeOra M Patton, Recorder

SIGNED: _____
Lynn Ewing, Mayor

ATTEST: _____
DeOra M. Patton, Recorder