



# MINUTES

City Council Meeting

Wednesday, March 22, 2023

Maupin Civic Center (507 Grant Ave.) and virtually on Zoom

## Call to Order / Roll call of City Council and Staff / Pledge of Allegiance

Mayor Carol Beatty called the meeting to order at 6:29 p.m. Roll call of City Council and Staff was conducted by City Recorder Christine Wolfe

*Presiding:* Mayor Beatty

*Council Present:* Susan Wright, Kathy Peck, Mark Roper, Rob Miles, Mike Foreaker, Tom Troutman

*Council Absent:* None

*Staff Present:* City Manager Kevin Lewis, Recorder Wolfe, City Attorney Ruben Cleaveland, Administrative Assistant Bronte Dod, Community Liaison Melissa Napoli

*Visitors Present:* Don Jacklin, Duane Flowers, Caleb Gayman, Wasco County Commissioner Scott Hege, Chamber Director Suze Riley, Kate Wallace, Margo Rettig

## Consent Agenda

Councilor Peck moved to approve the consent agenda as presented. Councilor Miles seconds. Motion passed unanimously.

## Public Comment

No public comment.

## Reports

City Manager Lewis reviewed his report. Councilor Troutman asked if the City replacing sidewalks was included in the Grant Street project. City Manager Lewis said that is not in the current plans. Councilor Troutman asked why the City is replacing sewer lines in the road; could the City instead replace the sidewalks, which are in worse condition than the sewer in his opinion. City Manager Lewis said that one of the main goals during street improvements is to replace utilities so they won't need to be repaired later. Councilor Troutman asked about Staats/Elrod street and utility project; said the improvements were not included in the most recent Water Master Plan. Asked about engineering and ODOT roles in the plans. City Manager Lewis said Councilor can come in to talk to him about the details of the plans. There are two houses being built in the area, ODOT has been contact about that. There probably are areas that were overlooked in Water System Master Plan, and Public Works is working on updating. The City is improving utilities for fire protection; property owners are improving to the driveway. Councilor Troutman said there is an issue with current property owners; City Manager Lewis said that was previously addressed with Council. A map and proposal of the Staats/Elrod street and utility project will be presented to Planning Commission and Council and Councilors can review it any time.

Recorder Wolfe reviewed staff report.

Councilor Wright reviewed report.

Councilor Peck reviewed report.

	<p>Councilor Roper presented updates on work being done in the park, including gravel, painting, spring cleanup, hydraulic study for boat ramp.</p> <p>Councilor Miles said there is a new schedule for track meets this spring; a district track meet is scheduled for May 19-20. Mayor Beatty asked about progress on school bond project. Medy Gantz (504 First Street) noted that the meet will take place on the same weekend as Maupin Daze, which sounds crazy but fun. Councilor Miles said that parking may be an issue, since all the district schools will be attending.</p> <p>Councilor Troutman presented an update on the Fire Department. They did not receive grants, but will apply for more in the future. Training is main objective right now.</p> <p>Councilor Foreaker said Council may be asked to make changes to an IGA with Tri-County Hazardous Waste &amp; Recycle.</p> <p>Chamber Director Riley reviewed report that was distributed to Councilors at meeting.</p>
<p><b>Discussion: City Charter, Maupin Municipal Code, and City Council Rules and Procedures</b></p>	<p>Attorney Cleaveland presented Charter research and report. He identified two items in the LOC model Charter that may help streamline procedures for the City, but did not find a major reason for a Charter update to be a main priority for the City at this time.</p> <p>Councilor Wright reviewed draft revision of Council rules report and presented history of the resolution. This is a draft and needs further changes before Councilors should consider adopting. Attorney Cleaveland has some suggested edits to the revisions; will have a phone call with Councilor Wright to discuss the changes. City staff can organize the document after the changes are made.</p> <p>Councilor Roper said that there are small pieces of the Municipal Code that could be changed, and will have a document ready for the next Council meeting.</p>
<p><b>Consider: Oregon Main Street Revitalization Grant</b></p>	<p>Administrative Assistant Bronte Dod reviewed the staff report about Maupin Main Street and the 2023 application for the Oregon Main Street Revitalization Grant.</p> <p>Councilor Miles moved to authorize City Manager and staff to administer a grant from Oregon Main Street for \$296,380 with a \$12,000 administrative cost match from the City, if awarded. Councilor Roper seconds. No further discussion. Motion approved unanimously.</p>
<p><b>Consider: Paid Leave Oregon</b></p>	<p>Recorder Wolfe reviewed staff report regarding issues with Paid Leave Oregon program and PERS. Thanked Council for being generous and paying the employee portion, but would like Council to rescind the decision in order to make payroll process more efficient.</p> <p>Councilor Foreaker moved to rescind the decision made during the November 30, 2022 City Council meeting for the City of Maupin to</p>

pay the employee portion of the Paid Leave Oregon program. Councilor Peck seconds. No further discussion. Motion passed unanimously.

**Communications**

Recorder Wolfe presented communication regarding Rural Liability Protection for Safe Resting Places and asked if Council will support the program. Wasco Electric published electric rate adjustments. The Statement of Economic Interests is open and Councilors need to complete the filing.

Councilor Beatty asked that the next Council meeting change to Thursday, April 27 in order to attend a conference. Councilors agreed to change the meeting date.

Councilor Troutman would like Councilors to review the City Manager's job description and does not believe there is enough oversight of the position. Councilor Roper agreed. Councilors agreed to put the item on the agenda at the next meeting.

**Adjourn**

Councilor Miles suggested that Councilors also review the RV Occupancy Program that will expire on May 1, 2023. Councilor Wright would like to have discussion about rules for appearance. Attorney Cleaveland said enforcement aspect of appearance can be difficult and should be cautious about doing anything that could be discriminatory; focus on habitability issues. Community Liaison Melissa Napoli said there are seven RVs registered in the program. Recorder Wolfe shared intent for program. Councilor Wright said there are issues to be discussed.

Councilor Troutman discussed Staats/Elrod street and utility project. Councilor Troutman said that he doesn't think it's fair that he is being required to meet certain standards for his subdivision property but the property owners on Staats/Elrod are not. Councilor Troutman would like more information from the City Manager about city projects and funds being spent. City Manager Lewis discussed the procedures of city projects and planning processes. Councilor Miles asked how councilors would know about projects that Planning Commission is working on. City Manager Lewis said that the projects go through the Planning Commission procedure, and Councilors can be notified. Councilors Troutman and Wright discussed roles of each councilor and oversight; each councilor is responsible for a topic and is supposed to bring a summary of the current issues at each Council meeting.

Mayor Beatty adjourned the meeting at 7:40 p.m.

Respectfully Submitted by Christine Wolfe, City Recorder

Signed: Carol Beatty  
Carol Beatty, Mayor

Attest: Christine Wolfe  
Christine Wolfe, City Recorder

