

CITY OF DUFUR COUNCIL MEETING

March 14, 2017

7:00 PM

DUFUR CITY HALL

Minutes

Call to order: Mayor Merle Keys called the meeting to order at 7:00 pm

Attendance: Mayor Merle Keys; Councilors Stan Ashbrook, Bill Parke, Bob Parke, Richard Lyon, Barbara McKenzie, Josiah Dean; Public Works Brandon Beachamp, City Attorney Paul Sumner, City Recorder Kathy Bostick

Guests in Attendance: LaVelle Underhill, Berry Kepne, Ann Ferguson, Glenna Gibson, Vicki Vaughn, Steve Podvent, Doug Peters, Tyson Marick, Cliff Wirtz

Addition to Agenda: Bill would like to see for to request from Park instead of Stan

Approval of Agenda: Josiah made motion to approve agenda with set changes; 2nd by Richard; All approved

Consent Agenda: Stan made motion to consent agenda; 2nd by Barbara Mckenzie; All Approved

Special Presentations: none

Administration Report – Kathy --

- **City of Springfield Ambulance contract;** Kathy gave an on overview that this is the company that handles the ambulance billing instead of a one year contract City of Springfield wants a 2 year contract at \$40 per run. This is the same rate from the past. Bill Parke made motion to approved City of Springfield to continue doing ambulance billing; 2nd by Barbara; all approved
- **Water Bills –** Switch to owners name not in renters name, bill would still be allowed to be paid by renter would send bills to both landlord and renter. Would like to see water rates raised. Council is concerned that may need a rate study, want to check with Anderson Perry to see if it's included in WSMP. Bob willing to work with Kathy on this. Paul mention council can raise water rates on good faith of council, but with a rate study is good covering why we are charging the rates we are. Rate studies can be done by RCA, OWAU and an Anderson Perry could do them. Merle appointed a committee of Barbara, Brandon, Kathy, Bob to work on the current rates and present at next council.

New Business:

- **Road Rally – April 22, 2017 –** Kathy discussed that the Road Rally would be here on April 22, 2017 and is doing the similar set up as they did last year. Stan discussed that he had been in contact with them and had gone over plans around town and would be the same as last year. Kathy already had application will pay the \$500 fee and are in the process of providing proof insurance. Richard made motion to approve application; 2nd by Josiah; all approved
- **Parks request to see if city can help with water drainage by the park –** Stan will not take part in conversation do to conflict. With all the snow and run off there has been a large amount of water running across Hogan's Alley and into the entrance to the park. Concerns about the amount water runoff are what it could do to the road. The park was want to know if it was possible to get Anderson Perry involved to see if we can put a catch basin, put in a storm drain system to help with field run off. It was also brought up with the amount of runoff around the Balch Hotel. It was also discussed that; currently there is a culvert coming of Johnson and SW 2nd that runs from the county shop by the Balch can that be diverted to storm water system. Problems addressed is if you start modifying how that water goes is then you are on the hook on what dumps into the creek; however if you are not responsible if you just let it flow. Other concern with this at some point in the past; the property on the south side of Hogan's Alley was set to be developed and could still be developed in the feature. If property is going to be developed the developer is responsible for improvement to the land and connection to the city systems. Richard made motion to direct staff to get with Anderson Perry to see what the option are to help with run off; Bill 2nd Richards Motion; 5 approved; Stan and Josiah up stained.
- **Flashing School Zone Lights –** Stan went to Art Smith with the county to see where they get signs from. After talking with several people they are pretty effective of getting people to slow down. He called Traffic Safety Supply to get a quote for two flashing light sign its about \$5500 for 2 lights. Stan really supports the idea of putting the sign is to help until a long term solution can be implemented on 5th and Court Street around the school. The light would run off solar and would be able to be programmed. Would like to approach the school to see if they would help with the cost of the lights. Brandon would like to make sure that they are put in the right spot the first time so we won't have to move them. Merles mention he would talk to the county sign shop on their thoughts on the best location. Bill made a motion to accept bid with the help from County on location, school with help with funding. Flashing lights are very effective; 2nd Bob; All Approved

Unfinished Business:

- **Community Center –** Kathy gave an update council on the flood that happened at the community center and that Serve Pro was called in to clean up the mess. Claim was filed through insurance. Believe the water is just off of snow melt. The Carpet was removed and the base board molding was removed. Have not

replaced the carpet are go bid to fix it currently potlatch is being held on concrete floor. Steve Podvent recommended doing a polished concrete floor instead of carpet and recommends not painting the floor. Doug Peters gave the same recommendation however contractors are extremely busy right now. Kathy and Brandon to work on getting quotes for construction of fixing the flooring a baseboards.

- Code enforcement – Update – Meeting on March 22, 2017 cancelled due to conflict. Set out different email to all cities looking for anyone that would be interested in participating in a code enforcement meeting.

Citizen Input:

- **Berry Kepner** – Supports the idea flashing lights on 5th Street, but would also like to see lines painted on both sides of the street with a bike lane. After discussion amongst council it was mentioned that they were pretty sure the road is not wide enough for both fog lines along and bike lanes. Will check with county about possibly painting fog lines
- **Doug Peters** – made mention that he was under the impression that the rate study was included with the water system master plan. Will need to check with Anderson Perry to find out.

Public Hearing: None

Ordinances and resolutions: Resolution 02.14.2017 – Authorizing IFA to take auction if we are use the grant funds something other than the WSMP. If funds are not used for the WSMP, it will turn into a forgivable loan at 1% interest on \$20,000 that the city will need to payback. Bill made to allow the mayor and recorder to sign paperwork; 2nd by Stan; all approved

Public Works Report – Brandon Beachamp – Project at the park – Interesting plumbing at the park started with a value that wouldn't shut off. Has ordered parts through Ferguson will need to make these changes need to be made for the new bathrooms to be installed. Brandon with Anderson Perry will be here on 20th and 21st – to check for flows in the wastewater pipes. Brandon Mahon and Brandon Beachamp will be out doing this at about 1 am. While Brandon is here will address other concerns that need to be addressed with him. Few other projects with asphalt removal will need to be done, then this spring get quotes for some paving. RFP for spraying contract is still in the works to get sent out.

Mayor's Report – Merle Keys – Met with Mayor in Maupin talked about code enforcement Maupin is very interested and will plan on scheduling a meeting.

Attorney's Report – Paul Sumner – Codifying the ordinance – Got a bid back from Code Publishing Co. rough estimate \$7500. This is the same company that did the City of Culvers and when all was said and done it came back at \$4700. This company will keep the ordinance update on line for \$40 a month for web hosting, Shipping manuals; legal review are additional If they see something that is not legal they will let us know – Should we get other bids. Paul like this company and what they did for culver; very professional would take couple of months. Would be very interested in doing it but when payment would be? Kathy recommended seeing if they can bill next fiscal year that way it can be built in to next year's budget. Barbara made a motion to have Paul to see when billing would be if can be paid for in next fiscal year; 2nd Richard; all approved

Merle asked Paul about the letters going out to the properties at Barlow Junction about their weeds. He is still working on it

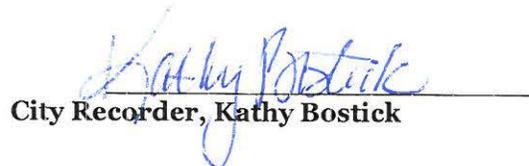
Commissioners Reports

- Public Works – Bob Parke – Very happy to announce that the hiring committee unanimously vote and hired Tyson Marick as the new public works employee to work with Brandon. Tyson currently has farm CDL and is getting preparation for CDL and also has wastewater experience. Bill thinks the city should get the dump truck inspected and up to code. Brandon to work on getting this done
- Administration – Barbara McKenzie – Going over employee handbook; currently has a copy of CIS new manual and a copy of Maupin's handbook
- Fire/Ambulance – Josiah Dean – 4 ambulance runs and no fires -
- Planning & Development – Kathy Bostick - Nothing

Adjournment: Josiah made to adjourn at 9:00 pm; Richard 2nd ; all approved



Mayor, Merle Keys



City Recorder, Kathy Bostick