

CITY OF DUFUR COUNCIL MEETING

June 12, 2018

7:00 PM

DUFUR CITY HALL

Minutes

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

Attendance: Mayor Merle Keys; Councilors Barbara McKenzie, Stan Ashbrook, Steve Podvent, Bill Parke, Samantha Filbin; City Attorney Paull Sumner; Public Works Brandon Beachamp; City Recorder Kathy Bostick

Guests in Attendance: Glenda Gibson, Tyson Marick, Carrie Pipinich; Kathy Ursprung; Judy Sumner, Bucky Underhill

Approval of Agenda: Barbara made motion to approve agenda; 2nd by Bill; All approved

Consent Agenda: Bill made motion to consent agenda; 2nd by Steve; All approved

- a. Approve accounts payable
- b. Approve Minutes of Regular Meeting May 08, 2018

Special Presentations:

Citizen Comment – *This time is for interested citizens and anyone in the audience to address the Council on any items on concern, except items on the Public Hearing. Please come forward to the table and state your name, and mailing address for the record. Please limit comments to about 5 minutes or so. We probably will not be able to respond tonight, but if your comments warrant follow-up action, we will see that the appropriate city officials respond.*

City Staff Reports

- a. Public Works Report (*Brandon Beachamp*) – Preconstruction meeting for well 1 and 2 project; did a change order for a rotary phase for the south basin system; cost is \$10,138. Looks line installation of improvements to wells 1 and 2 is looking at September/October. Rotary phase for South Basin system is an emergency old system caught fire is working off of a backup; Mike Hammel came out on Thursday to help install back up and reset it on Friday. Should have new rotary phase installed this week. South basin has a leak; had a tree root through the line. Cole Bailey did a survey on the south basin Sanitary Survey; Outstand review. Dust control was supposed to be done on Friday – but the guy is on vacation; should be next started next week on all streets. Crack sealing tomorrow; oil price are going up. Ordered two pallets of crack seal it was about \$2600. Still moving forward on wastewater improvements; hold up with the amount of acreage on that the city needs.
- b. City Recorder (*Kathy Bostick*)
 - a. Kathy Ursprung – City of Dufur website; did an overview of the new website and changes that are going to be made and working out the kinks.
 - b. Marijuana on Ballot – Need to work to get this on the ballot for this fall
 - c. SDC steps – next step would be on City council to set a rate and start the hearing process
 - d. Budget meeting – June 19, 2018- 7pm

Public Hearing:

- Enterprise Resolution
Opened Public Hearing at 7:34pm
Closed Public Hearing at 7:36pm

Ordinances and resolutions:

- Enterprise Zoning Resolution 06.12.2018 –
 - Carrie went over the enterprise zone; Paul gave an update on the resolution and recommend that Kathy be the point of contact and changes that may need to be made. Barbara made a motion to approve and appoint Kathy; 2nd Bill; 5 yes Stan Ashbrook is going to abstain after disclosing he has property.

New Business: (Action items)

- a. Appointment New Council member – Only on letter of interest. Barbara made motion to accept Samantha Filbin letter of interest; 2nd by Bill; All Approved.
- b. Fee committee – Kathy would like to form a committee to discuss fee for the City of Dufur; there are a lot of charges that need to be renamed. Would like to include fire and ambulance in on these fees as well. Fee committee appointed is Merle, Josiah, Kathy, Brandon, Samantha; Barbara made motion to accept appointed fee committee; 2nd Steve; all approved
- c. Liaison for public Works – Stan and Bill both volunteered; Merle Keys appoints Bill Parke as PW Liaison; Steve made motion to accept Bill; 2nd Stan; all approved
- d. Water Restrictions – Brandon would like council to possibly consider starting the process on water restriction due to high water use and the transition between the old and new well installation. Would like to see something in place now that way we are ahead of the game and not behind. The switch over should be about a week long; council recommend that multiple notice go out to the public informing them of the upgrade to the system. Option for restriction would have odd/ even – day but hard in enforcement – recommend to have an ordinance to show we have water restrictions, but who is going to enforce it. Most people will follow the rules- Make people aware of what is going on and have them understand; council feels people just need to be informed and go on the honor system.
- e. South Basin System – Similar request made by Brandon for the south basin system due to heavy use; Paul mention even though the city operates its hard to make or maintain rules outside of the city.
- f. Complaint for trailer – A complaint was filed about a people living in a trailer for more the 14 days at 880 NE Third. Council to have Kathy send a letter to both the property owner and renter. Barbara made the motion; 2nd Steve; All Approved

Unfinished Business: (action items)

- a. RFP Planning – Received two planning RFP'S; recommend a committee be formed to do the interviews and have Paul draft question. Interviews to be schedule on June 18, 2018 per the RFP. Merle appointed a Stan, Barbara, Bill as the interview committee; Barbara made motion; 2nd Stan; all approved

City Attorney & Engineering Reports

- a. City Attorney (*Paul Sumner*) – Attorney associated recommendation to consider in executive session
- b. Engineering (*Brandon Mahon with Anderson Perry*) – In Brandon's report

Council and Commissioners Reports:

- a. Mayor's Report (*Merle Keys*)- City of the Dalles spent 6.5 hours to sweep city streets; did all the streets. He will come back after the county chip seals Main/Heimrich Street. County will use their equipment to side discharge along court street.
- b. Public Works (*Bill Parke*) – After west end of third street was swept pot hole are terrible; would like to have Brandon to get prices to fix west end of third. Bill made a motion to

authorize Brandon to find comparable quotes with finding facts that it's the same contractor and its small projects; 2nd Barbara; all approved

- c. Administration (*Barbara McKenzie*)- None
- d. Fire/Ambulance (*Josiah Dean*) Ambulance runs 7 and one Mutual aid run fire -
- e. Planning & Development (*Kathy Bostick*)- None

Adjourn to executive session 8:46 pm

Returned to regular Session at 9:03 pm

Executive Session

Agenda

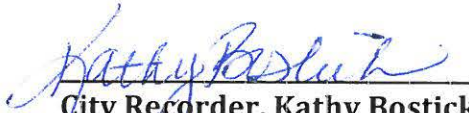
EXECUTIVE SESSION: [ORS 192.660] (2)(h)

to consult with your attorney regarding current litigation or litigation that is more likely than not to be filed

Adjournment: Barbara made motion to adjourn at 9:05 pm; 2nd Samantha all approved



Mayor, Merle Keys



City Recorder, Kathy Bostick