

City of Chiloquin  
City Council Meeting  
12/10/2012

Those Present:

Others:

Teresa Foreman: Recorder  
Jeremy Morris: City Engineer  
Pete Pate: Public Works

Mayor: Mark Cobb  
Council members: Floyd Hescock  
Carolyn Blackmon: absent  
Raymond Kirk  
Kathy Erion  
Jeff Mitchell: absent  
Joe Hobbs

6:30 Mayor Cobb read the opening statement and called the meeting to order.

The Mayor called the roll. Present: Raymond Kirk, Floyd Hescock, Joe Hobbs, and Kathy Erion. Also Public Works employee Pete Pate, City Attorney Sam Ramirez, City Engineer Jeremy and the City Recorder Teresa Foreman.

**Motion to accept the agenda of 12/10/2012 was made by council member Hescock, seconded by council member Hobbs. Ayes: Hobbs, Kirk, Hescock and Erion.**

**Motion passed.**

**Regular Business**

**Motion to dispense with the reading of minutes of 11/27/2012 was made by council member Hobbs, seconded by council member Kirk. Ayes: Hobbs, Kirk, Hescock and Erion.**

**Motion passed.**

**Motion to accept the minutes of 11/27/2012 was made by council member Hescock, seconded by council member Kirk. Ayes: Hobbs, Kirk, Hescock and Erion.**

**Motion passed.**

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**City Bills:**

**Motion to pay the City bills as of December 10 2012, in the amount of \$7443.80 was Made by council Member Hescock, seconded by council member Kirk.**

Discussion: Council member Erion would like the fuel card numbers that are assigned to the people involved to be updated. The company changed names and sent new cards. Those new numbers need to be with the bills.

**Vote: Ayes: Hobbs, Kirk, Hescock and Erion**

**Motion passed**

**City Correspondence:** Council looked over the correspondence. Nothing to take action on.

**Mayor's Report:**

Cameras: The council has approved cameras for the chambers and the city office. This was discussed in the past and without going back in the old minutes, the recorder does not remember if there was a set dollar amount, council member Erion concurred.

Discussion. Council moved the camera decision to Old Business, to give Sam (a woman called Sam) an opportunity to use the office computer to research a few cost estimates.

The Mayor stated that since this may be his last meeting, he wanted to thank the City for the support over the last eight years. He feels there were some good things done. He has met a lot of great people, and worked with some great agencies. Thanks all the great agencies he has worked with over the past eight years: the Tribes, the county, State and Federal agencies.

Council member Erion stated this isn't our last meeting, and the Recorder explained that it would be great to have one more meeting this month. The regularly scheduled meeting is for the 25<sup>th</sup>, which is Christmas. So, if the council would like to schedule another meeting she would let the news paper know to print it.

Council agreed to move the Dec. 25<sup>th</sup> meeting to Thursday Dec. 20<sup>th</sup> at 6:30. The recorder will let Carolyn and Jeff know.

**Motion to accept the Mayors report was made by council member Erion, seconded by council member Kirk. Ayes: Hobbs, Kirk, Hescock and Erion.**

**Motion passed.**

**Public works report.** Pete Pate Reporting: They were able to complete the repair at the WWTP of the clarifier. It went real well. The parts are no longer available so we have to have them made. Sheldon's machine shop in Klamath Falls was able to help us.

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These parts had to be cast and made at a foundry. That is reflected in the cost.

He reported that he gone to the short school last week for his continuing education. It was a great class.

Council member Erion asked how old the part for the sewer plant was? Pete answered 37 yrs. Why not replace the piece, instead of fix it? Pete replied that to do that it would cost aprox. \$30,000.00.

The plan is to replace the WWTP over the next few years. We are just completing phase one.

The Mayor interjected: He explained that about eight years ago the City had discharge violations with DEQ (Phosphates into the river). The City had to go out for bids and plans etc. We got the first phase done and that has got us out of the violation level.

Pete explained that, that got us going down the road to, hopefully, a new facility.

The commonuter was a replacement. This is what will be happening from now on, until we replace and upgrade all the plant.

The Mayor stated this is not an option. It is a requirement from DEQ. We must replace that plant, period.

More discussion.

Jeremy Morris, Engineer. To follow up on the WWTP upgrade. We need to find the money. It is probably 2-4 million dollars and 4 to 6 years to accomplish. We are taking the first step. We are looking for money for the I and I study and the waste water facility plan. That is step one. That is a smaller amount. Then we will use that to go for more funding. It is a long process. We will probably be talking about this five years from now.

Jeremy has brought a couple of water maps. ½ size maps. This is the updated water system map.

The side walk grant application is due Thursday. It has been revised as per council input. It is a 10.27% match. We can apply for up to \$500,000.00. ODOT recognizes small communities do not have \$50,000.00 lying around so upon request they can program this in to the plan and maybe give the City a SCA (special Cities allotment) grant to help with the match.

Discussion.

Council members and the Mayor will get letters of support, for the application, to the office for the recorder to get to the engineer office.

**Motion to accept the Public Works report was made by council member Hobbs, seconded by council member Kirk. Ayes: Erion, Hescoock, Hobbs and Kirk.**

**Motion passed.**

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**Old Business:**

Christmas party/gift exchange: The party is at the Church, at the 15<sup>th</sup> at 6:30. Potlatch. The recorder asked that everyone let her know by the end of the week if they would be coming or not. The engineers and their families are invited, along with the City attorney and his family.

The recorder stated that the main dish will be shish kabobs and that everyone can bring a side dish of their choice. Either a salad or dessert. The gift exchange has a \$20.00 gift limit.

Sam has the camera estimates. She has found three different ones at the prices of: \$700.00, \$600.00 and one for \$1300.00. There are cheaper ones also. She gave the specifics for each one.

Discussion.

**Motion to pursue cameras and to set a \$1000.00 limit was made by council member Hescock, seconded by council member Hobbs. Ayes: Hobbs, Kirk, Hescock and Erion.**

**Motion passed.**

The recorder and Pete Pate will do the research.

Site Plan discussion. The Mayor brought the site plan for the Vector control dist. building being placed on Klamath Av. There has been some opposition to placing it so the recorder asked him to look over it. It meets the criteria and is in compliance with building regulations for the industrial zone. It has gone past the recorder, the engineer and the County. It is a simple building. There is nothing in there that suggests it needs to come before council. The chemicals that will be stored there are allowed by the State and federal governments to be sprayed around people.

That was put on there just to verify that the building is in compliance with all of our zoning and codes. The County permits have been given.

Council member Erion asked when it would be put up. Hescock replied that the grading was being started.

Dangerous house update: There is a list that has been generated by the public works. The recorder Explained That all these houses are not necessarily dangerous. They are vacant, boarded up that are either dangerous or being lived in by vagrants. Some are being frequented by drunks and some seem to have juveniles hanging around. The owners of these houses need to know.

Linda Seiders of Klamath County will be coming up to look at the Third St. House that they just received and she is aware of the problems with the Pine St. house. They know it needs to be torn down and it is a top priority with their department.

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Council member Erion will get pictures to go with the list. Then letters will be generated and brought back to the next council meeting.

**Motion to accept the Old business was made by council member Hescoock, seconded by council member Hobbs. Ayes: Erion, Hescoock, Kirk and Hobbs.**

**Motion passed.**

**New business:**

Employee/council Christmas gift certificates: This has been the same every year. Everyone gets a gift cert. from Howard's and the employees get a gift cert from, usually, Big R or Fred Meyers.

**Motion to once again have the gift council employee certificates was made by council member Erion, seconded by council member Hescoock. Ayes: Erion, Hescoock, Kirk and Hobbs.**

**Motion passed.**

Ethics Workshop: The recorder, Teresa Foreman and Council member Kathy Erion attended this 2 day workshop. Mayor elect Patricia Twamley also attended one day, Basic government class.

Erion stated they were very good classes. She found that the Ethics commission will come down and do a workshop with the council for free.

Discussion.

**Motion to invite a representative from the league of Oregon Cities to meet with the council to give a workshop for at least about the subject of ethics in City Government was made by council member Erion. Seconded by council member Hescoock. Ayes: Erion, Hescoock, Kirk and Hobbs.**

**Motion passed.**

Kathy explained that there were some interesting things that we learned. Such as how to pay for the cell phones and be ethical. How to have water and sewer and such. It is questionable if that is ok for the Council to get free water and sewer for their compensation. They can still get it paid for, just maybe in a different avenue.

Resolutions. There are three: There are several proposed resolutions, typed and presented to council for discussion/approval or denial.

The first resolution is for Workers compensation insurance extended to the volunteers. The City has always kept a resolution for this but the City County insurance has requested certain language. This resolution has their required language in it. The recorder explained what assumed monthly income means. Also how she uses it in reporting the hours worked in the City, regular and/or volunteer.

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**Motion to approve Resolution # 807, to extend the Workers Compensation Insurance to include Volunteers, was made by councilmember Hescoock, seconded by council member Kirk. Ayes: Hescoock, Kirk, Erion and Hobbs.**

**Motion passed.**

The second resolution is for the cell phone and computer use of employees/council. The recorder explained that at the ethics training this was talked about. We explained to them that we have cell phones and computers that we use.

This use was with the knowledge of the council and it doesn't cost the City any more if used or not. The Trainers explained that the expense was not the issue. It was the personal use of, that is the issue. The council can not authorize something that is unlawful.

The trainers explained that we need to make it right, and to go forward from this point, now that we know. They explained several ways to handle this. Several options are: Make cell phone use part of the employees compensation package; or have employees keep their personal phones and be reimbursed a stipend; or not have a cell phone at all; or, the Mayor stated, require the employees to carry the cell phone and not use it for personal use period. Council member Erion stated that not being able to use the phone at all wouldn't work.

Discussion.

**Motion that In conjunction with Personnel policy 766, employee's cell phone and computer use, it is moved that employee cell phone usage be covered up and too the base rate of the phone, anything above the base rate the employee will be expected to pay him or herself (Resolution # 808) was made by council member Erion, seconded by council member Kirk. Ayes: Erion, Kirk, Hescoock and Hobbs.**

**Motion passed.**

Third resolution is about the expenses for the employees and the council that happen when going to a class or conference, training etc. In the past se have reimbursed and have paid in advance but it isn't in a written policy. This resolution states the policy that we already follow. This is just putting it into a resolution. Meals and Fuel and lodging. This resolution states to follow the federal guidelines. GSA.

Discussion.

**Motion to adopt resolution #809, a resolution setting forth policy for employee, Council and Mayor expenses and reimbursements was made by council member Erion, seconded by council member Hobbs.**

**Discussion. Council member Hobbs asked if that was for the GSA rate. Yes, that is the rate specified.**

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**Ayes: Erion, Hescoock, Kirk and Hobbs**

**Motion passed.**

**Motion to accept the New business was made by council member Erion, seconded by council member Hobbs. Ayes: Erion, Hescoock, Kirk and Hobbs.**

**Motion passed.**

**Public Input.**

Pete Pate: Commenting that last Sat. night they did the tree lighting. It was well received, lots of folks came out. The news media was there. It capped off the days Christmas activities, the bazaar and such.

A woman called Sam: The Chiloquin Care program, never received the letter from Duke Kimbol, so

they have gone ahead and made other arrangements. Kay Green will come to the next meeting.

**Motion to adjourn was made by council member Hescoock, seconded by council member Kirk. Ayes: Erion, Kirk, Hescoock, and Hobbs.**

**Meeting adjourned**

**7: 30 Meeting adjourned.**

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Mayor

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Attest:

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