

City of Chiloquin
City Council Meeting
10/29/2013

Those Present:

Others:

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

Mayor: Joe Hobbs

Council members:

Raymond Kirk: Absent
Jeff Mitchell
Jill Prewitt
Kathy Erion
Carolyn Blackmon
Julie Trevino

Mayor Joe Hobbs read the opening statement:

It is the 29th day of October, 2013, and the time is 6:32. As presiding officer, I hereby call this regular meeting of the Chiloquin City Council to order. Please note that this meeting is being recorded. Following the confirmation and approval of the agenda the council will consider business coming before it.

Public input shall be limited to matters pertaining to the business of the City, and to the transactions of City business. In the event you have matters of personal business, or issues involving personality or performance they should be submitted in writing to the City Hall office to be forwarded to the City Council for further review. Under no circumstance is public input or comment allowed during the period of council deliberation.

During the period of public input, public comments are limited to three (3) minutes per person, no more than ten (10) minutes per topic. Maximum time for all public input shall be limited to thirty (30) minutes total.

As presiding officer I reserve the right to limit all input and to rule 'out of order' persons, whom by testimony are deemed to be abusive, disruptive or obscene. In addition I shall not accept testimony of a discrediting nature.

Roll Call: Blackmon, Mitchell, Prewitt, Trevino and Erion.

We do have a quorum; I officially call this meeting to order.

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Mayor Hobbs asked if there were any additions or deletions to the agenda.

Motion to accept the agenda was made by council member Blackmon, seconded by council member Trevino. Ayes: Trevino, Mitchell, Erion, Prewitt and Blackmon.

Motion passed.

Motion to accept the minutes of 10/14/2013 of the Regular council meeting and to dispense with the reading was made by council member Blackmon, seconded by council member Mitchell. Ayes: Trevino, Mitchell, Erion, Prewitt and Blackmon.

Motion passed.

City Bills: Trevino asked about the bill to Eazy Electric. The recorder explained that part was for the lighted exit signs. The labor for the installation of those signs had been approved and paid for previously. Then, there is an invoice for the work on the sump pump.

Motion to pay the bills as of October 29, 2013 in the amount of \$15,674.94 was made by council member Mitchell, seconded by council member Blackmon. Ayes: Mitchell, Erion, Prewitt, Blackmon and Trevino.

Motion passed.

City Correspondence:

Council looked over the City correspondence. There is a letter from a resident asking to have her water bill reduced or waived. She states that she has not used much because the pipes are broken at the house and she only uses from her hose occasionally.

Council discussed this and asked several questions.

Trevino expressed her opinion is that we should work with this individual but it isn't right to dismiss the bill entirely because that is not fair to other residents that pay their water bill.

Prewitt stated she agreed as long as they own the property but in the mean time, with cases with people, including her own son, get turned off because they didn't know there was a bill and then the owner has to pay that. It also happened to her (Council member Prewitt). So that is why we have to be sure.

The recorder explained that we changed the policy a year or so back that the owners have to sign off on the application that they are aware that they are ultimately responsible for the water/sewer bill if the renter does not pay. Also, when the renter becomes delinquent, a copy of the bill and correspondence is sent to the owner.

Prewitt feels that is a good idea.

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Motion that, due to hardship, the City waive any penalties and make payment arrangements for the past due and to keep up the current charges was made by council member Trevino, seconded by council member Mitchell. Ayes: Trevino, Mitchell, Blackmon, Prewitt and Erion.

Motion passed.

Mayors Report: Nothing tonight

City Engineer report:

A few updates:

He has been working with Pete and the Department of Aviation about accessing the well and working out an agreement for the City to use that well. There will be some costs involved to update the well. It is important to have a water source on the west side of town.

In early October, we submitted a funding request to DEQ for and the I and I study and the waste water facility plan. The I and I study needs to be done in the Spring when the water level is high.

The applications are ranked. DEQ has not yet published the ranking of our application. But they have said that it looks pretty promising. There is a 30 day public input period and also, during that period there are a few things more we have to submit.

Discussion.

One other thing we are working on is the connect Oregon V funding. The grant applications are due November 25th. We are working on a park and ride facility out near the highway. This could be a collaborative project with the Tribe because they already have transit program in place. He will be setting up a meeting and will let the council know when that will be so they can attend if they would like.

Motion to accept the Engineer report was made by council member Blackmon, seconded by council member Prewitt. Ayes: Blackmon, Prewitt, Mitchell, Erion and Trevino.

Motion passed.

Public works report: Pete passed around the public works report. He went over the report with the council. Pete stated that if they would like to go over the report and ask him any questions he would be glad to answer any questions unless they would like him to go over the report item by item.

Trevino asked about the church being placed. Pete answered that they are 'pot holing' the area looking for the lines to be connected. Trevino asked they be barricaded. Pate answered they have all been caution taped off.

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Trevino asked about the damaged cleanout on Baker St. Pete answered it is a cleanout that is in a ditch.. They have a sewer cap on them. They sometimes get damaged by a lawn mower or a car parking on them etc. So they need replacing from time to time. He fixed it, brought it up to grade and this time put concrete around it.

Discussion about hooking up water and sewer to new buildings.

The ODOT water service has been completed. It is for their wash down hydrant.

The bridge final walk through. Pete walked through this with the contractor. This is for the City's water line attached to the bridge. He can respond to the letter from them stating it has been done to the approval of the City and City engineer.

Council consensus is for Pete to answer the letter.

Motion to accept the Public Works report was made by council member Erion seconded by council member Trevino. Ayes: Blackmon, Prewitt, Mitchell, Erion and Trevino.

Motion passed.

Recorders Report:

Requested information about the budget policy of the City. The recorder researched the City documents and can find no specific policy. We have always followed the State guidelines. She has copied a page from the budget manual about the budget calendar for each of the council members.

The council, all part of the committee, and the other committee members need to decide how they want the process to go. How many meetings, what they want to get accomplished at these meetings etc. Then make a calendar to reflect those decisions.

Council needs to make a decision as to when to have the first meeting to just get together and discuss what they want to do, accomplish and how many meetings for the process then we can go forward as a committee.

Discussion.

Council decided to have a preliminary budget committee meeting on Monday November 18 at 6PM.

Report about the letter from the Oregon Department of Revenue: The recorder reported that she had called and was told this was an anonymous complaint. She has written a report with supporting documents attached . The recorder went over the report with the council.

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Council member Mitchell asked that if this was an anonymous complaint, why are we even talking about it. The recorder answered that the ODR received the anonymous complaint, she is reporting on the formal letter the City received from the ODR.

Xann Culver is the name of the person the recorder spoke with. Xann made it clear that this is not a violation. She is asking for no changes in the document. She stated that she was just following up on an anonymous call, the documents she received were sketchy and the information could be wrong, but there were a few things she wanted to follow up on.

There have been some reporting changes and Ms. Culver wants us to be more careful in our reporting.

The recorder went over the letter. Most of the response to the letter is in the report but the indebtedness questions were discussed mostly in the meeting. The documents that Ms. Culver had were not complete. The recorder pointed out, on the budget document, where it states about the outstanding debt and the estimated but not incurred as of July 1st. The documents Xann had were about \$203,000.00. That is basically an agreement to agree that if it comes to that amount ODOT will loan the City that. Resolution # 797 and #801 are the official documents for \$163,000.00. We may not get to the \$163,000.00. If we pass that, we may or may not get to the \$203,000.00. The recorder spoke with ODOT. \$203,000.00 is the limit as to what they can loan the City. They asked for the agreement so it would be known that if it went that high, they would loan and the City would repay.

So far all the invoices have not come in. The total as of today is \$152,00.00 that the City has not been billed for. The City, as of today has not borrowed any money. It does not look as if they will have the final totals until March or later. The agreement won't go into effect, possibly, until next fiscal year. We will be changing the date on the amortization schedule to reflect the first payment due January 2015. So the way the numbers were done, here on the budget document, were right. The recorder went over them with Xann and she agreed.

Attached is the report w/ supporting documentation

When the final numbers come in, if more than \$163,000.00, new resolutions will have to be passed.

There has not been a budget workshop in Klamath Falls for several years but she is hopeful there will be one this year. There have been several changes and the recorder explained that she will attend if it is in Klamath Falls and if there isn't one in Klamath Falls will try to attend one if she has to travel a little. Council members and committee members should also attend. They are free.

The recorder reminded council that the first meeting date on November is a Holiday so there will not be a meeting. The second meeting is November 26th.

The recorder is going on vacation tomorrow and will be back November 12th.

The recorder asked for input about a letter about property that has a broken in porch entry. She turned this over to council member Trevino.

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Trevino explained that the house is vacant and the porch is boarded up. However, the one area has been kicked in, allowing entry. Her concern is that animals and/or vagrants will start inhabiting this house during the cold winter months. The letter asks the property owners to fix the hole. What council member Trevino would like to add to the letter is that the City could fix this for them if they are not able to fix it. Erion stated that doesn't need to be in the letter. If they can't fix it they will let us know.

Discussion.

Decided the letter be sent as is.

Discussion about other possible vacant houses that may be a problem. Council members will let the recorder or council member Trevino know if they see any that they feel the owners need notification about.

Motion to accept the recorders report was made by council member Erion, seconded by council member Prewitt. Ayes: Mitchell, Blackmon, Erion, Trevino and Prewitt.

Motion passed.

Old Business:

Ordinance Review: Council member Erion would like to see a committee put in place to review the Ordinances. She has done this herself but it has been awhile. There are some Ordinances that need to be revised and some that simply need repealed.

Discussion. Council comments included: committee members should be appointed by the council; community members notified so they can let council know if they are interested in being on committee; maybe take section by section and not try to do the entire volume of Ordinances; have one public hearing to cover all the changes when the council decides the changes; should check with other city's to see if they have undertaken a project such as this and if so, how did it work..

This will be on the next agenda.

Trees in the Park: The recorder has not heard back from the individuals that she has emailed. She will continue to follow up.

A little discussion about things for the kids in the park. Also picnic tables in the park. The recorder will put these items on the next agenda

Melita's agreement: Jeremy, from Adkins Engineering, reported that he had spoken with the attorney as per council direction. The attorney thought the agreement was fine as written so it was sent to the Burdett's on Oct. 22. Along with the agreement, Jeremy sent a tentative timeline.

Discussion.

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Council retreat: The recorder reported on what she had followed up on. There are several places not available. The Epi center can be used at no cost.

Council member Erion stated she could get a room at the Running Y, or the Chiloquin Methodist church has a place for meetings.

Council member Prewitt stated she doubted that she would go on the retreat. This is something she never does.

Council member Blackmon stated she, also, will not go.

Discussion about what the council felt would or would not be accomplished. Some members feel it is important, others do not.

The Mayor was directed, by consensus, to set a date and a place.

Chicken Ordinance: Discussion. The public hearing will be Nov 26th at 6PM. The violation is for maximum \$500.00. Not \$5000.00, typographical error.

Youth Center proposal: The recorder followed up on the old Lions club building. This is owned by Duke Kimbol. Duke was going to be here tonight and is not so she will continue to follow up.

New Business: none

Public Input:

Julie Wolf, City resident.

Julie is here tonight to ask about the Ordinances. She is happy that they are going to be looked over. She understands that residents need to own a weapon. She would be glad to help with the committee.

Ms. Wolf is also asking about the community garden. What happened to that? She was told the City turned it down because it was a liability. Council answered that they were not told that. They never came back to the City. Council member Trevino explained that she had spoken with the gentleman involved with that and it was her understanding they were going to work with the ambulance about the property next to their building and to allow them water. For some reason there was a conflict there and that is why it did not happen. Council member Erion understood that he was not forth coming with the paper work necessary for dealing with a non profit organization.

Erion stated that there is another possibility. The director of the kids that were here this summer would like to build a community garden here next summer. They have the non profit status.

Ms. Wolf stated the City owns that land. The land where they were going to place the vector building. She was answered that land belongs to the vector district.

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Council member Blackmon stated that there was a community garden at the school this summer. It is still there. It was all organic.

Ms. Wolf asked if a circus was coming to town? Yes, an indoor one at the community center.

Ms. Wolf is concerned about the house next to Clyde's market. There are people hanging out there and with the cold weather coming they may go inside. The owners need to be notified.

Ms Wolf is asking about the City's Christmas party. She knows the City is having one. The recorder stated that it had not been decided what they would do for Christmas. Ms. Wolf asked if the Council has a retreat, who will pay for it? Councilmember Trevino answered that they were looking for a place that would not charge.

The Mayor stated that in the budget there is money for this. Wolf stated that she is on the budget committee and does not remember that. The recorder answered it is under schools and workshops.

Ms. Wolf asked about the October 14th meeting was it cancelled? She was answered that the Oct. 14th meeting was held. She asked if she needed to ask for the minutes. The recorder pointed out that those minutes are here, at the end of the table. Wolf asked about the agenda item about background checks.

She was answered that several items, that included, were not addressed because council member Erion was the one that wanted them and since she couldn't attend that meeting she requested the council wait.

The recorder answered that it was not on the agenda tonight because that will be a workshop discussion.

Dennis Jefcoat Agency Lake Rd: Mr. Jefcoat stated he was here at the direction of his legal council. He is presenting the Mayor with a petition about how the City Council conducts business. A copy has been sent to the City Auditors because he has a 'beef' with them about how they present information to the council.

There has been a copy sent to the Department of Revenue. Jefcoat stated that, for the record, he wants to make it plain that he does not do anything anonymous.

As the council goes through this document, if they have questions, Dennis has placed his telephone number on the document. He assured the council that if they do not address his issues, he will go public.

No other public input.

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Motion to adjourn was made by council member Mitchell , seconded by council member Trevino. Ayes: Trevino, Blackmon, Erion, Mitchell and Prewitt.

8:20 PM Meeting adjourned.

Signed 11/26/2013

Joe Hobbs, Mayor

Attest: Teresa Foreman, City Recorder

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