

City of Chiloquin  
City Council Meeting  
3/26/2013

Those Present:

Others:

City Engineer: Jeremy Morris  
Teresa Foreman: Recorder

Council members:

Raymond Kirk  
Joe Hobbs  
Jill Prewitt  
Kathy Erion  
Carolyn Blackmon: Ill  
Julie Trevino

Mayor: Patricia Twamley

Mayor Twamley read the opening statement:

It is the 26<sup>th</sup> day of March 2013. As presiding officer, I hereby call this regular meeting of the City of Chiloquin to Order. Please note that this meeting is being recorded. Following the confirmation 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, to the governments 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 should be submitted in writing to the City Hall to be forwarded to the City Council for further review.

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 shall be abusive, disruptive or obscene.

In addition I will not accept testimony of a discrediting nature.

The Mayor called the roll. Present: Joe Hobbs, Kathy Erion, Julie Trevino, Raymond Kirk, and Jill Prewitt.

We do have a quorum; this meeting is now in order.

**3/26/2013**

The Mayor called the meeting to order at 6:30 PM.

The Mayor asked if there was a motion to accept the agenda.

Council member Joe Hobbs would like to make an addition to the New business. The appointment of a person in Klamath Falls being appointed to the Governor's Committee.

**Motion to accept the agenda as amended was made by council member Erion, seconded by council member Kirk. Ayes: Trevino, Hobbs, Prewitt, Erion and Kirk.**

**Motion passed.**

The Mayor asked if there was a motion to dispense with the reading of the minutes, of 3/11/2013

**Motion to dispense with the reading of the minutes, of 3/11/2013 was made by council member Hobbs, seconded by council member Kirk. Ayes: Trevino, Hobbs, Prewitt, Erion and Kirk.**

**Motion passed.**

The Mayor asked if there was a motion to accept the minutes, of 3/11/2013

**Motion to accept the minutes, of 3/11/2013 was made by council member Hobbs, seconded by council member Kirk. Ayes: Trevino, Hobbs, Prewitt, Erion and Kirk.**

**Motion passed.**

Mayor Twamley stated that, before the meeting started, she had a letter she needed to read.

“I, as Mayor am speaking now as a private citizen. I want it on record that the council meeting of March 11, 2013 there was a personal and confidential legal letter addressed to me. Not the City of Chiloquin, Not the City of Chiloquin Council members, but Patricia Twamley. From the Oregon State Bar. This letter was made a part of that meeting without my knowledge or permission. I verified from the Oregon Bar Association, all of their correspondence is stamped personal and confidential. So I am assuming my private letter was addressed personal and confidential. As I never received the original letter or the envelope it came in. And still I haven't seen it. Only a copy of the letter made by City Hall. City Hall received my personal and confidential letter and stamped it as being received March the 4<sup>th</sup>. I knew nothing of my letter until the evening of March the 11<sup>th</sup>, at 6:30 PM at the beginning of the meeting when council member Erion handed me a copy. I was shocked. My letter stated I had to answer by the 15<sup>th</sup> of March. My letter was kept from me for seven days. I received a request a DVD of the meeting of March the 11<sup>th</sup> it showed one council member trying several times to make the letter as a part of the meeting. I refused to make it a part of the meeting. I stated this is personal and put the copy of the letter away. The video shows another council member stating this is addressed to Patricia Twamley and acted in the proper way and went on about the agenda the next item. The fact that my personal and confidential letter was passed around to be made part of that meeting and for public hearing is not only unethical but could have legal consequences. Thank You”

**3/26/2013**

City Bills:

**Motion to pay the bills as of March. 11, 2013 in the amount of \$1048.87 was made by council member Erion, seconded by council member Kirk. Ayes: Hobbs, Erion, Kirk, Prewitt and Trevino.**

**Motion passed.**

City Correspondence:

Council member Trevino drafted responses to letters from the last meeting. There is a response to Perry Chocktoot of the Klamath Tribes for his correspondence about monitoring excavation projects for possible cultural sites.

**Motion to send the response letter to Perry Chocktoot was made by council member Erion, seconded by council member Prewitt. Ayes: Prewitt, Erion, Trevino, Hobbs and Kirk.**

**Motion passed.**

Also, a drafted response to chief Holster's input at the meeting of March 11<sup>th</sup>.

**Motion to send the letter to Chief Holster was made by council member Erion, seconded by council member Prewitt. Ayes: Prewitt, Erion, Trevino, Hobbs and Kirk.**

**Motion passed.**

Council looked over the correspondence.

There is a letter informing the City that we did not get the grant for the side walks. Jeremy explained that there were 200 original applicants. The City made the short list that was 60 applicants. We did not make the final cut.

Discussion.

We will continue to look for grants for safety. Such as safe routes to school.

**Mayor's Report:** Mayor Twamley, Council members Julie Trevino and Jill Prewitt attended the last sheriff's advisory meeting. They found out there are no funds for getting law enforcement to Chiloquin. One full time deputy would be \$110,000.00.

Discussion.

The Sheriff is requesting interested parties to attend budget commission meeting on April 9<sup>th</sup> at 1:00 PM. to show support for law enforcement. This will be at the County building: 305 Main, in Klamath Falls.

**3/26/2013**

The Sheriff was given road money but then they cut his budget. He ended up going in the hole after all, financially.

Discussion.

The Mayor reported that she and Council member Prewitt attended an event put on by the Tribes at the community center. They showed a beautiful building that they plan for a fitness center. This will be open for the public.

The Mayor stated, she didn't know if this was the time to bring this up, but council member Erion had stated she would like to be the head of Public Works. Erion corrected the Mayor stating she had said she would do it, not that she would like to.

**Motion to make council member Erion head of Public Works was made by council member Prewitt, seconded by council member Trevino.**

**Discussion:** Hobbs asked what that meant. The Mayor answered that she would oversee Pete and Charlie as far as keeping things in order. Letting the council know what is going on. Erion explained that when Floyd left, he left a big hole. She said she couldn't fill that hole, and wouldn't even try. But it would be more involvement than they have now. She will probably meet on Monday and then again on Friday.

**Ayes: Trevino, Erion, Kirk and Prewitt. Opposed: Hobbs.**

**Motion passed.**

The Mayor stated that she understands council member Trevino has offered to be in charge of code enforcement.

Discussion.

Trevino stated she would not approach any homes. It will be strictly correspondence. She plans to go to the County to learn their procedure and what forms etc. they use.

**Motion to nominate council member Trevino to be the Code Enforcer was made by council member Prewitt, seconded by council member Erion. Ayes: Prewitt, Erion, Trevino and Kirk. Opposed: Hobbs.**

**Motion passed.**

Council member Hobbs stated that he wanted to say the reason he is opposing this is because this is the first he has heard of this. Prewitt stated they had a workshop.

Hobbs explained that to come to a meeting and have something thrown on him that he knows nothing about. This is the first he has heard of it. There's been no discussion.

**3/26/2013**

Mayor Twamley stated that it isn't complicated. They discussed it at a workshop that he wasn't at. He could have come in and listened to the tape, as councilmember Blackmon did.

Trevino said she understood his concern. She asked his thoughts. Hobbs explained that he sees potential here of problems.

Discussion. The Mayor pointed out there are codes that need enforcing and we need a code enforcement officer to do that.

We also need a planning department. She is asking the recorder to post the openings. People can come in and fill out an application.

Discussion.

Mayor Twamley stated that the workshop they had the other day was awesome and they got a lot accomplished.

Discussion.

Council will tentatively set another workshop for Thursday, April 4<sup>th</sup> for either 1:00 PM or 3:30 PM. The recorder will confirm this on Monday April 1. The items to be discussed will be: Dangerous buildings, trash, abandoned cars, overtime policy, nuisance abatement and a drainage solution.

The recorder asked if the council would like to have her prepare an agenda. Council and Mayor decided they did not need an agenda.

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

**Motion passed.**

**City Engineer report:** Jeremy Morris informed the council about a grant they may want to look into. This is just for their information. It is not engineering related. It is called Community Oriented Policing Services (COPS) through the Department of Justice. It pays for some percentage. Not the whole amount.

Discussion.

Jeremy would like to establish communication protocols.

Discussion.

It was decided City Hall First and then it would be passed to the appropriate place or person. Any contacts that they send information CC City Hall.

**3/26/2013**

Drainage: A group of: Jeremy, City Engineer; Mayor Twamley, her husband Richard Twamley; Council member Erion; Public Works employees Pete Pate and Charles Case; Resident, Fred Liljenberg, walked the drainage areas on March 19<sup>th</sup>. Jeremy presented a report to the council. Jeremy went over each of the possibilities.

(See attached report).

Discussion.

There are several solutions. It is funding driven. The costs laid out in the table are for Lalo Only. 1600 feet. Aprox. 4 or 5 blocks.

**Motion to accept the City engineer report was made by council member Erion, seconded by council member Hobbs. Ayes: Prewitt, Hobbs, Erion, Trevino and Kirk.**

**Motion passed.**

**Public works report:** Council member Erion reported that she and council member Hobbs met with the public works employees this afternoon. They were provided a printed out report.

Erion went over each of these subjects and gave the council a basic overview of the project/problem.

Erion wanted the council, and the public, to know that what goes into the toilet is important. She listed things that are very difficult to deal with from Q-Tips to a full set of clothes. All of these things make it very difficult to keep the City Sewer plant running smoothly.

The employees are requesting that we send out a notice reminding people of the consequences of certain actions. Possibly in the water bills.

Someone, in town, is burning plastic. The Fire chief stated this is a County issue.

We need 20 Stop signs. That will be \$650.00. Erion is asking for a motion for that.

Discussion.

They are looking for bids for crack sealing the roads. They are wanting to finish the drainage ditches around town and the Storage Tank road.

In the Park, they are going to be putting the horse shoe pits in and setting up the tables. They will be on the West side of the park.

Discussion.

**3/26/2013**

They will be installing a control valve and a frost free hose bib at Spinks Park. Also at Spinks Park, they are going to move a portion of the fence. So far they have received \$360.00 for scrap metal. They are also pursuing the surplus sales of City equipment/vehicles.

Erion explained that she had spoken with an attorney from the League Of Oregon Cities and was told that we can sell the surplus how ever we would like. Craigslist etc.

This project is being undertaken so that the department can buy specific equipment.

Council member Hobbs explained that the employees will be asking for help from the folks that play horse shoes, such as what dimensions etc. They would like them to have an ownership feeling of the area. They are kicking around the idea of a sign.

Water for the rodeo grounds concession. The concern was where would the grey water go. The Rodeo Association members have come up with a plan to run the water into barrels and haul to the grassy area on the grounds or maybe the pens, to help keep dust down.

**Motion to approve Public Works spending \$650.00 for stop signs was made by council member Hobbs, seconded by council member Trevino. Ayes: Hobbs, Trevino, Prewitt, Erion and Kirk.**

**Motion passed.**

**Motion to allow the Rodeo Association to have water in the concession stand and dump the grey water as discussed was made by council member Erion, seconded by council member Prewitt.**

**Discussion:** Hobbs asked where the water would be dumped. Jennifer answered, the grassy area. Butch Wampler answered or the pens, to keep the dust down.

Erion asked who would do the ditching to get the water to the concession stand. Butch answered that they were going to try to get a trencher and do it themselves.

Jennifer asked about the charges for the water. Would the City donate it? Council said they would have to discuss this.

**Erion called for the question: Ayes: Hobbs, Trevino, Prewitt, Erion and Kirk.**

**Motion passed.**

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

**Motion passed.**

**3/26/2013**

**Recorder Report:** The recorder pointed out to the Council they should have had a Statement of Economic Interest (SEI) form from the State Ethics Commission. This is a form that needs to be filled out every year by the 15<sup>th</sup> of April. If they have sent it back already that is great. Otherwise if they would like, she routinely sends them together from this office, certified mail. She will do that this year for all that want theirs included in the mailing.

The ambulance has agreed to allow the community garden to be placed on their property. The question to the council is: Can they use the ambulance connection to the water service to water their garden? The ambulance building does not get charged for water. That was decided years back.

**Motion to allow the Community Garden to tap in to the ambulance water source, without cost, was made by council member Erion, seconded by council member Prewitt. Ayes: Erion, Prewitt, Kirk, Trevino and Hobbs.**

**Motion passed.**

The recorder presented the council members with a form for authorized signatures for picking up the bank bag at the bank.. It is the bank policy that if the bag is left at the bank, it can only be picked up by specific authorized people. Those names must be on file at the bank.

Mayor Twamley asked if the recorder wanted to have them pass it around for signatures. Prewitt stated she would be glad to do that and Trevino said she, also would place her name on the form.

The recorder went on to report about the shield for the street lights that she was asked to research. The shield will cost \$299.00, the labor is \$134.00 per hour with the anticipation of one hour to place the shield. The total will be aprox. \$433.00.

Council had asked the recorder to explore the cost for one and where the placement should be.

The light that is out the most is on Schonchin and 3<sup>rd</sup>.

Discussion.

**Motion to approve the shield for the street light at Schonchin and Third was made by council member Trevino, seconded by council member Prewitt. Ayes: Trevino, Kirk, Hobbs, Prewitt and Erion.**

**Motion passed.**

The recorder explained to the council that budget time is here. She will be bringing a list of Task Force members to the council for approval. She would then like to have an orientation with the committee members and then the budget Committee meeting date will be decided . She asked the council for any names they would like to present for the budget Committee, to please get them to her.

**3/26/2013**



The Recorder gave the Mayor a copy of the insurance from the ambulance for the car show.

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

**Motion passed.**

**Old Business:** Council member Erion reported that she is trying to set up a date for an ethics workshop. She was asked to do this. She will let council know when she gets that date.

Council member Kirk contacted Waste Management today. They took his name and number and will get back with him. (This is about the City wide clean up)

Council member Prewitt explained that she had spoken with a certain person that was willing to help. She said he did a great job before and is willing to help again. (No name was stated).

Prewitt asked about the house with the garbage. What do we do? The recorder stated she thought it was going to be done with all the letters. Council wants her to send the one letter now.

Trevino asked to talk about reinstating the old Rodeo Association contract.

**Motion to reinstate the old contract with the Rodeo association was made by council member Trevino, seconded by council member Prewitt.**

Discussion: Hobbs asked if either the Rodeo Association members or the City Council members would like to see anything changed or added to this lease.

Discussion. Jennifer Stated that she feels the lease is still in effect. They feel it was not terminated legally. Erion stated they could just reaffirm the lease. Trevino stated that she would like to point out there were some that went over to see the progress on the stands. The old section has been removed and the old seats will be replaced on Saturday. They could use help from anyone wanting to show up.

**Council member Trevino withdrew her motion with the permission of the second, Council member Prewitt.**

**New Business:** Council member Erion pointed out that the audit report had come. She feels she needs much more time to look over it.

She has called the auditor and asked them to come and make a presentation. They will do that after tax season. Anyone having specific questions needs to get those to Teresa so she can pass those on.

Hobbs pointed out that there was a motion that stated that until there was an audit and report from the auditor there was to be no discussion.

**3/26/2013**

Council member Hobbs passed out a news article about a regional solutions team the Governor put together. It states that Trish Seiler, a City council member for Klamath Falls, was appointed for the Committee. She is appointed for Klamath and Lake County to get ideas from the people what they would like to see the areas' governments doing. For example, the City is trying to get a police force. Maybe she could help us. What we need to do is find out how this process works and what it can do for us.

Council member Hobbs would like to invite her to a council meeting to explain the process to the City Council.

Council asked council member Hobbs to contact Ms. Seiler and set something up.

Hobbs stated that he feels this council needs to have a workshop on how to work together. What the roles and responsibilities are of the council. He stated that the council has not 'gelled' yet.

Council member Erion stated she knows someone that does workshops with groups like the council. She feels it wouldn't be to expensive. It would be different than an ethics' issue. She will look into that.

Erion will look into this workshop for 'Team building' and see what the cost would be.

Hobbs would also like to see a workshop to discuss priorities of the council. They should do this at least yearly to see how the progress is going.

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

**Motion passed.**

**Public Input:**

Fred Liljenberg, City Resident. Mr. Liljenberg stated that he had spoken to someone today that said there are quite a few grants available through the Department of Homeland security.

Mr. Liljenberg feels this City Hall is a disgrace for any kind of town. The priority list from Homeland Security, and they have grants available, lists Town Halls, Fire Departments and Ambulance Services.

Fred stated that the Department has these grants available and asks that the council not appoint a member of the council to go after these grants.

Discussion. The recorder will contact SCOEDD about that possibility. The City Engineer stated that they could help with numbers if needed.

**3/26/2013**

Bonnie Wolfe, City Resident. Ms. Wolfe is asking about the grant writers. She understood the community center was built with grant money. Who wrote that grant? The Recorder explained that it was not all grant money. Chuck Wells and a Task Force headed up the building of that facility.

Discussion.

Fred Liljenberg stated that he had spoken to Mr. Wells a month or so back and Mr. Wells stated that he would be glad to sit down and work through these grants with somebody. He has had the experience.

Mrs. Wolfe stated that it bothers her that the flags are not lowered at half mast on certain days such as Memorial Day.

Council agreed and will address this issue of Holidays that happen on the Weekends or other employee's days off.

Also, there is not a light on the flag.

Discussion: There always has been a light there. Erion will look into that.

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

**Motion passed.**

**8:10 meeting adjourned.**

Signed

---

Patricia Twamley, Mayor

---

Attest: Teresa Foreman, City Recorder

**3/26/2013**