

City of Chiloquin  
City Council Meeting  
2/10/2014

Those Present:        Others:

Teresa Foreman: Recorder  
Pete Pate; Charles Case: Public Works  
Jeremy Morris: City Engineer  
Sam Ramirez: City Attorney

Mayor: Joe Hobbs: absent

Council members:

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

Mayor ProTem Jeff Mitchell read the opening statement:

It is the 10th day of February 2014. 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 permitted 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.

02/10/2014

The Mayor ProTem, Jeff Mitchell, called the roll. Present: Carolyn Blackmon, Raymond Kirk, Jeff Mitchell and Kathy Erion

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

The Mayor ProTem called the meeting to order at 6:35 PM.

Council member Blackmon would like to add to New Business as letter 'D' would be the draft resolution for separation of financial duties in the city office.

**Motion to accept the agenda with changes was made by council member Erion, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Erion.**

**Motion passed.**

Mayor ProTem Mitchell informed council that he had just received notice that the Mayor was ill and would not make it to the meeting.

**Motion to accept the minutes of 01/13/2014 of the Regular council meeting and to dispense with the reading was made by council member Erion, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Erion.**

**Motion passed.**

**Motion to accept the minutes of 01/13/2014 of the Public Hearing and to dispense with the reading was made by council member Blackmon, seconded by council member Erion. Ayes: Blackmon, Kirk, Mitchell and Erion.**

**Motion passed.**

**City Bills:**

**Motion to pay the bills in the amount of \$ 11,484.38 was made by council member Blackmon, seconded by council member Erion.**

**Mitchell pointed out that, for the record, the SCOEDD bill is being subtracted from the bills.**

**Ayes: Blackmon, Kirk, Mitchell and Erion.**

**Motion passed.**

**02/10/2014**

## **City Correspondence:**

Council looked over the correspondence. Council member Erion had looked over the Oregon transportation growth management plan grant information. The pre application deadline is March 14<sup>th</sup>. There is also a funding requirement from the City. It is also for urban systems. This has a matching fund requirement. Jeremy Morris stated this program was usually for large amounts of funding. And for Transportation projects, the planning side of those projects.

Council member Kirk stated that the Tribal bus is for the community as a whole, not just Tribal members and it is free. It goes to several places in Klamath Falls. It has several stops out here.

Discussion.

Jeremy will make a call and see if the City has anything that would fit the transportation growth management plan grant.

There is a note from Council member Trevino. Mayor ProTem Mitchell read the note. Trevino let the council know that she would be gone through the month of February.

Letter from Dennis Jefcoat requesting to be notified of any meetings. Mitchell read the request. Mitchell stated that the Council certainly wants to keep the public informed as to any meetings. He is unsure what is required as far as revised statutes and stated we would have to look into that. Erion asked about Jefcoats' statement as to not being allowed to get legal advice in executive session. She felt that was where we are supposed to get legal advice occasionally about matters that are not for public disclosure. Mitchell asked the City attorney to look into the notifications.

**Motion to accept the City Correspondence was made by Council member Blackmon, seconded by council member Erion. Ayes: Blackmon, Erion, Kirk and Mitchell.**

**Motion passed.**

**Mayors Report:** Mayor ProTem stated that he didn't have any additional information from the Mayor. It wasn't known that he (Mitchell) was going to be doing the meeting tonight.

**Public Works Report:** Pete reported that they met with the Tribe and IHS last week about the water improvements to the system. It was a kick-off meeting to explain some of the procedures.

An Archeological survey is going to start this week. This will be here at the pump house.

Discussion.

02/10/2014

There was a speed survey done on Hwy 422 N. At this point they are still looking over the comments. They lowered one speed limit but the others have stayed the same so far. We should know more by next meeting.

The scrap iron dumpster on Sprague River road inside City limits is on the County Road right-of-way. Sometimes it can be trashy. People drop off appliances etc.

Discussion.

Council asked Pete to pass the information on to the County. It blocks the view of anyone entering the highway at that point.

Kirk is concerned about safety of kids playing around old refrigerators etc.

The public works employees are doing some deep 'Spring' cleaning at the plant and will be starting in the shop next.

Council member Erion would like to see a thank you note go to the Tribal council and IHS for their gift. The gift of themselves and their money towards upgrading the Well house etc. . We couldn't have done that.

The conservation notice in the water bill was the beginning of educating the public on how and why to conserve water.

Jeremy Morris, City Engineer. Asking about the letter to Melita's. The recorder has the letter here for signature. She will change the signature to Jeff Mitchell. The letter to the Tribes for a joint meeting about the infrastructure. We have heard nothing back. The recorder will write a letter to Ed Case, acting General Manager.

Jeremy has sent a letter to the Department of Aviation about the well on that property. He has not heard anything back yet.

The pump house building that will be replaced: We will need to build the new building and have everything in place to just move from one pump house to the new pump house with little disruption of water service. This is part of the project with the Tribes and IHS.

Jeremy met with Pam Swires in mid-January, about a rural development grant for the water master plan. That's about a \$30,000.00 grant. He is in contact with Shanna Bailey, DEQ, for funding for the I and I study and the wastewater facility.

02/10/2014

The DEQ gets more stringent with tests and qualifications all the time. In the next 7 years or so the City could be looking for money to upgrade. We are looking for grants.

Jeremy excused himself from the meeting for another appointment.

**Motion to accept the public works report was made by council member Erion, seconded by council member Blackmon. Ayes: Blackmon, Kirk, Mitchell and Erion.**

**Motion passed.**

**Old Business:**

**Community Service report from the Sheriffs meeting.** Council member Blackmon attended the last Sheriffs advisory meeting. They were discussing the houses that are in dilapidated condition. Some of the houses are in County ownership

Discussion. The council has been dealing with houses for a long time. The county needs to take care of the houses they have because there is a safety issue.

Council member Erion would like to have a letter to the County that she would hand deliver.

Community service: Blackmon spoke to the Tribal Court Clerk. She would like to see some youth do community service in the City. She understood that the City didn't want to be responsible for those youth. The City could sign a waiver relieving them of the responsibility and liability. Mitchell felt the City would have some liability, regardless.

Discussion.

We need to find out the policy of the State and County when dealing with community service workers.

The Sheriffs advisory committee discussed the medical marijuana issue.

Discussion.

Growers and dispensers are under the same rules as pharmacies.

March 1<sup>st</sup> is when the dispensaries can open.

02/10/2014

The Sheriff's advisory committee discussed the drinking across from one of the stores. It was stated this was an OLCC issue. These people are visibly intoxicated and they are still being able to purchase liquor.

Council is concerned with that property and would like the recorder to contact the owner again. A letter has recently been sent. This property needs to have something done to prevent the gathering of this particular group of individuals.

The attorney is going to look into this issue and see what the City can do to pursue a solution for the safety of the individuals and alcohol abuse on that property.

**Chicken Ordinance.** The attorney and council member Erion will get this done and bring it to next council meeting.

**Motion to accept the Old Business was made by Council member Erion, seconded by council member Blackmon. Ayes: Blackmon, Erion, Kirk and Mitchell.**

**Motion passed.**

**New Business:**

**Rodeo Association Liquor license.** This is a request from the rodeo association for Rockin' Diamond Concessions for a temporary liquor license.

Discussion. The application is not complete. There is no date of event. The insurance expires in April and the certificate holder is not the City of Chiloquin.

Discussion about requesting they complete the application. The attorney stated that it is his recommendation the license be denied. Not just because of procedural issues but also due to the way the association has maintained the grounds in an un-safe condition. The City has sent a recommendation to the OLCC, in the past, for those reasons.

Mitchell pointed out that the City has taken action recently in regards to their standing with that property and he questions how we can move forward with this. He feels the Council has to deal with issues as to what they are going to do to make it available for public use again.

The attorney stated he could send the letter of explanation to the OLCC.

**02/10/2014**

**Motion to deny the association's liquor license request for the Rockin Diamond concessions was made by council member Blackmon, seconded by council member Kirk.**

Discussion. The attorney will sign the letter. Erion asked if this was a permanent denial or temporary denial. Mitchell stated that there are a lot of safety issues the council has to deal with before it can be used for the public. Blackmon stated her motion is a denial for this request.

**Ayes: Erion, Blackmon, Kirk and Mitchell**

**Motion passed.**

**Budget Officer FY 14-15**

Discussion about the duties of the Budget officer. Mitchell brought up the possibility of hiring some outside individual to be the budget officer. Cost of this idea was discussed.

**Motion to appoint Teresa Foreman as budget officer for FY 14-15 was made by council member Erion, seconded by council member Blackmon. Ayes: Erion, Blackmon, Kirk and Mitchell**

**Motion passed.**

Draft Resolution for Bill Paying: The resolution would authorize the Mayor to pay the bills when there is no quorum. This has been the policy for years but is not in writing. Erion stated that, given the quorum situation, this is needed.

**Motion to accept this resolution as a way of paying bills in the event there is no council meeting was made by council member Erion, seconded by council member Blackmon.**

**Mayor ProTem read the draft.**

Discussion. Some changes were made to the draft, by the attorney.

The Attorney read the resolution with the changes

**Carolyn Blackmon withdrew her second to the motion.**

Council member Erion restated her motion:

**02/10/2014**

**Motion to accept the resolution to set a written policy to pay the City bills in the event there is no council meeting as re-written by the City attorney was made by council member Erion, seconded by Council member Blackmon. Ayes: Erion, Blackmon, Kirk and Mitchell**

**Motion passed.**

**Draft Resolution for segregation of financial duties:** Discussion. Council will take this home to look over for any additions or changes and the recorder will pass this by the auditors for their input as well.

**Motion to approve the New Business was made by council member Erion, Seconded by council member Blackmon. Ayes: Erion, Blackmon, Kirk and Mitchell.**

**Motion passed.**

**Public Input:**

Joan Rowe: City Web Site: Joan gave an over-view of the web site Chiloquin.com. Pat Lanctot has passed away, and she now has that domain name. She is changing it very little. The City has had a web page on this for some years. She would like to redo the City page and have more information such as how the council works, maybe a little about each of the council members. What ever the council wants is what she would do.

Erion asked if the City could have the minutes and meeting notices etc.? Joan answered yes, anything they want. This level would be \$100.00 per year. The web site is up and running.

Chiloquin News and Chiloquin.com are now combined.

Erion thanked Joan for all the work she has done keeping people informed about Chiloquin. Joan added that the only information that goes in is what is given to her. She is not a reporter.

Council member Mitchell stated that he would like the council to remember that a web site for the City will reflect on the City and they need to make sure it reflects the way they would like it seen. We are a government and the page should show the actions they take. He sees that Chiloquin.com shows the events and information about the area but he's not sure if this is the right fit for the City of Chiloquin as in terms that we are a government. He feels it is very important how we want ourselves portrayed on the website. What we want the people to know, both official business and how we conduct our business.

Erion explained there is only one Chiloquin.com and Joan owns it. People will always go to Chiloquin.com so she would like to see the City utilize that website. It will be up to the council what is put on the City page. Joan explained that probably Chiloquin.gov would be available. She could help set that up but it would be more expensive to do. It would have to be set up from scratch.

Erion stated that she feels that financially it makes more sense to go with Joan Rowe.

Blackmon would like to think about it until next meeting. Mitchell would like the council to look at other city's websites and to look at the Chiloquin.com also. As well as looking into the expense.

Council asked Joan to come back to the next meeting.

A woman called Sam: She is commenting on the conservation of water. She would like to suggest placing posters around the community would have an impact on the people to think about water usage.

**Mayor ProTem Jeff Mitchell recognized Kelley Minty Morris** in the audience. Ms. Morris is running for County Commissioner.

Ms. Morris thanked council member Mitchell and explained she was here tonight just to listen. Her goal is to learn ways to be more helpful to outlying communities and to let people know how to reach her at any time to help with any issues in their community.

Mitchell thanked her for being here tonight.

No other public comment.

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

**Motion passed.**

**8:35 Meeting adjourned**

Signed

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Joe Hobbs, Mayor

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Attest: Teresa Foreman, City Recorder

2/10/2014