

City of Chiloquin
City Council Meeting
3/10/2014

Those Present: Others:

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

Mayor: Joe Hobbs

Council members:

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

6:35 The council does not yet have a quorum. Linda Smith, Klamath County Clerk, asked if she could make her presentation without a quorum. No decisions need to be made.

The Mayor allowed Linda Smith speak.

Ms. Smith introduced herself as the Klamath County Clerk and Kathy Pierce introduced herself as the Klamath County Veterans' service officer. Linda explained that the two offices had partnered together to put together a Klamath County Veterans' recognition program. They feel all the officials in all the Cities need to be aware of this program. What the program will be, is that at the time of discharge, the individual will record their discharge papers with the Klamath County Clerks' office. They will issue photo I.D. cards. No charge to the veterans. The Clerks' office will keep a list of all the businesses that give discounts to Veterans', along with what the discount will be. Some places may give a percentage off purchases, some may give a free cup of coffee. The businesses will get a flyer to post showing their participation. This will be on the County website as well as posted in the Veterans' office.

Ms. Pierce stated that if the City wants to participate in supporting this, they would like to place the City logo on the bottom of the flyer, along with the logos of other participants to show support.

The Mayor thanked them for the presentation.

6:40 There is now a quorum, so the Mayor called for the meeting to start.

Mayor Joe Hobbs read the opening statement:

3/10/2014

It is the 10th day of March 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.

The Mayor called the roll. Present: Carolyn Blackmon, Raymond Kirk, Jeff Mitchell and Julie Trevino.

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

The Mayor called the meeting to order at 6:41 PM.

Mayor Hobbs asked if any council member had any additions or deletions.

None.

Motion to accept the agenda of 3/10/2014 was made by council member Blackmon, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Trevino.

Motion passed.

Motion to accept the minutes of 02/10/2014 of the Regular council meeting and to dispense with the reading was made by council member Blackmon, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Trevino.

Motion passed.

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City Bills:

Council member Blackmon explained that since there was no quorum for the 2/25/2014 meeting, she would like to make a motion to approve the bills as paid. The Mayor had approved these in Feb. to be paid.

Motion to approve as paid, the bills of 2/25/2014 in the amount of \$ 1523.25 was made by council member Blackmon, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Trevino.

Motion passed

Motion to pay the bills for 3/10/2014 in the amount of \$ 7989.63 was made by council member Trevino, seconded by council member Kirk. Ayes: Blackmon, Kirk, Mitchell and Trevino.

Motion passed.

City Correspondence:

Council looked over the correspondence.

Council member Blackmon requested to have Diana Bettles present her public input at this time. Diana has a small child and Blackmon feels Ms. Bettles may appreciate not having to wait for the public input.

Council agreed to this.

Diana Bettles: Easter egg Hunt. Ms. Bettles explained to council that for about three years now they have put together an Easter Egg hunt at Collier Park. It used to be in the City Park but Collier is larger and easier to separate the age groups. Diana explained about the eggs, the process in filling the plastic eggs and the prizes and candy. They are looking for any type of support. If they could get candy donations or money to buy candy and prizes, or if people could just come and help. It takes a lot of hours to fill the plastic eggs prior to the hunt. Also help at the festivities is always appreciated. The tentative date this year is April 19. The day prior to Easter. She usually gets quite a few donations from the area merchants and individuals. Also several stores in Klamath donate as a rule.

They had 125-135 attendants last year.

Discussion.

Several individuals and business owners in the room gave donations to Ms. Bettles. The recorder asked Diana to let her know when they were to get together for preparations and she can post that down at post office.

Council thanked her for the presentation.

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DEQ email from Shanna Bailey. Jeremy of Adkins Engineering reported on this correspondence. Ms. Bailey wrote to say that they had received the information they had requested. Essentially the loan is ready for processing for the I and I study and the wastewater facility plan. This is a DEQ mandate.

The action needed, with council approval, is to have the mayor process and execute this loan paperwork with DEQ. Repayment starts 6 months after it is completed.

The Inflow and Infiltration study will be done this spring, April, May and June. The facility plan will take quite a bit longer. It wouldn't start until probably June and will take probably a year. They study all the alternatives and cost estimates etc. At the end of this there will be a planning document approx. 2 inches thick that will have a recommended solution how to guide the City for the next five to seven years for the larger funding for treatment plant upgrades or replacement. At this time, prior to the study, we don't know what the recommendation will be.

On this loan, with the process of the planning work, is going to take about eighteen months to complete and then another six months before repayment starts so there is about two years from now before the repayment process begins. Typically what DEQ does is, as they recognize the community's needs for a larger treatment plant or treatment plant upgrades, and because they have stricter regulations so that there is going to be a large project coming up down the line in the millions of dollars, they recognize this community along with many others does not have that kind of money. So they understand the need for long term financing and grants. He anticipates this loan of \$165,000.00 getting rolled into future funding. They do not want to make Cities pay multiple loan payments.

DEQ has to draft the loan documents with their terms. Then the City will need to go through the RFP (request for proposal) process for hiring an engineer. There is a State process. The recorder and the attorney could put that together for approval at the next meeting.

Discussion. The Tribes will be kept in the loop as far as cultural issues and monitoring

Teresa will bring to the next meeting the loan document, the resolution for the loan approval and the RFP proposal.

Public Works Report: Pete reported that the archeological study for the improvements to the water system has been done, but we have not received the report as of yet.

PW has been doing a water meter to address study. They are working with the office to make sure everyone using water is paying for water. There are approx. 310 meters. Some meters serve multiple units.

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Park improvements. We have discussed this a number of times. Concerned with safety and durability. There was a budget amount for the parks. Buying from a company is very expensive. They are looking into the cost of having a few items made here locally.

Pete will bring more information to the next meeting. John Bellem of the Klamath Falls Park system is having meetings dealing with same issues.

Water and wastewater systems have met all requirements.

There has been some code enforcement research. The employees have been kicking around the idea of how to do code enforcement. One idea would be a Klamath County code enforcement enhancement contract. It would be similar to what the City had with the sheriffs' department. Klamath County Code is very close to the City Code.

Pete has questioned a commissioner just for information purposes. The commissioners are open to this idea. They would just need the City to give them a proposal, if the council should decide to pursue this. Pete gave council a packet with information about this type of a program.

Discussion. Council talked about possible way of helping people clean-up. Need to find out the cost of a large dumpster for wet garbage. We already have the yearly clean up of yard debris and non - house hold garbage. This is something that could be budgeted. Council would like to help people help themselves. They are not being judgmental. Discussion about how to get the community involved. What do the residents want to see done?

Old Business:

City Web site: Joan Rowe. Joan explained that she was here at the last meeting and asked to come back to this meeting. Several of the council members wanted to look over her web site and also look at others in the Basin.

She stated that she was here mainly to answer questions. Trevino feels the web site is professional. As long as the City has the say of what goes on the page. Blackmon stated that she had gone on other City sites and the County site. She feels Chiloquin.com is better than most and certainly as nice as any others. She is 100% behind having a City page on this web site.

Erion is not here tonight but she has sent word that she feels this web site is very nice and feels the City should be on it.

Discussion.

Council decided to vote on this at the next meeting.

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Melita's restaurant sewer connection: Jeremy of Adkins Engineering had a proposed contract to hand to the council for review. Mr. Pete Bourdet explained to the council that he had been under the impression that he was waiting on the state to give permission to come across the airport. He has not received this permission first so wonders if we are doing this agreement prematurely. Jeremy, Adkins engineering, explained that in the beginning DEQ had sent Melita's (Mr. Bourdet) a notice of cease and desist order because of the septic system. Mr. Bourdet has the option of replacing the system, which DEQ may or may not approve or he can connect to the City system. There has been an informal request to that effect. There have been plans drawn up, to cross the air strip to connect the pressure main to the gravity main. There is a manhole on this side of the airport. However, Aeronautics require the City to be responsible for the portion across the airport. They do not allow private landowners to work on their property. Mr. Bourdet would be responsible for a pump station that hooks up to force main to transport the sewer to go to the City system.

The City's direction was to draw up an agreement between the City and Mr. Bourdet. The agreement would have the City's requirements laid out for the connection to their gravity system. One important factor is that it doesn't cost the City anything. At some point the City's public works employees may have to be involved and there would be a small expense there. If there are any expenses on the City side for this project, Mr. Bourdet would be responsible for those expenditures.

Mr. Bourdet stated he was agreeable to pay for the whole construction cost. At one point he had the contractor and the bid and was ready to start. Jeremy explained that was when they learned that the Department of Aviation does not allow private individuals to do construction on their property. In order to have this happen, the Department of Aviation needs to grant an easement across their property to the City. This agreement handles the relationship between the City and Mr. Bourdet.

The easement has not been established. A cultural study has not been done.

Discussion.

Jeremy had passed out a flow chart that has been to the council before. It shows the steps needed to do this project. There are up to five different agencies that are involved.

Mr. Bourdet needs to know the costs involved. Some costs are unknown. Jeremy stated he will do his best to find costs. There are things that will need to be estimated, such as the cultural study. A lot of this is in the outside agency's control. Construction costs, easement costs etc.

Mr. Bourdet is going to go over the proposed agreement. Mitchell suggested Mr. Bourdet set up a a time, with the recorder, for a work session with the council.

No action needed tonight.

Segregation of financial duties: The recorder reminded council that they had taken the resolution home from last meeting to study and bring back ideas and additions or deletions. She has passed this by the auditors and the consultant and has prepared the resolution with those changes. They, again, state their opinion on not having the recorder be a check signer.

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Discussion.

Council is ok with taking the recorder off as check signer for a trial, but they are concerned about finding two check signers when needed. Sometimes it is hard to find the one additional.

Motion to appoint Carolyn Blackmon and Julie Trevino to be check signers on the accounts for the City of Chiloquin and at the same time to remove Raymond Kirk and Teresa Foreman was made by council member Trevino, seconded by council member Blackmon. Ayes: Trevino, Blackmon, Mitchell and Kirk.

Motion passed.

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: Raymond Kirk stated that he may have to quit council at end of this month. He has to move and it may be out of town.

Public Input: none additional to the earlier.

Discussion about being a supporter of the Veterans program the County Clerk, Linda Smith brought to council earlier. Council consensus is to support that program and to get a copy of the City logo to them.

8:23 Council moved to executive session per ORS 192.660 (2)(h) possible litigation.

8: 48 Council back in regular session. No decisions made.

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

Motion passed.

8:49 Meeting adjourned

Signed

Joe Hobbs, Mayor

Attest: Teresa Foreman, City Recorder

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