

CITY OF DUFUR COUNCIL MEETING
February 8th, 2022
7:00 PM
DUFUR CITY HALL

-MINUTES-

Call to order: 7:00 by Merle Keys

Attendance: Mayor Merle Keys; Council members Stan Ashbrook, Josiah Dean, Samantha Filbin, Barbara McKenzie, Steve Podvent, Bill Parke

Absent: Brandon Beachamp - public works

Guests in Attendance: Paul Sumner, John Keyser Jr. Brian Kittelson, Michael Glover, Doug Peters, Dan Meader, Kirk Fatland

Approval of Agenda: Barbara, 2nd Steve. All approved.

Consent Agenda: Bill, 2nd Barbara. All approved.

- a. Approve accounts payable
- b. Approve Minutes of Regular Meeting January 11, 2022, pending correction to include Samantha Filbin as present.

Special Presentation: Tenneson Engineering – Dan Meader & Kirk Fatland

- a. Dan Meader of Tenneson Engineering was a former planner for the City of Dufur for about 40 years. Dan is the author of a manual on planning issues used by the Dept of Land Conservation & Development. Kirk was trained by Dan and has now been working mostly independently for about 1.5 years. They were invited to council to provide information about their qualifications and interest in providing planning services to our city.
- b. Currently, City of Dufur works with a subcontractor of Anderson Perry (Tammy) for planning services, but Tammy is now in a career transition and will only be working on the Peter's subdivision and/or wastewater project. A woman named Dana is AP's current *internal* contract planner and is now working with us on anything not related to the subdivision.
 - i. Given this change with personnel at AP, city staff would like council to consider a switch back to Tenneson for planning purposes only.
 - ii. Dan & Kirk provided information about their qualifications to serve in this role and answered questions from council & the audience.
 - iii. Brandon Mahon of Anderson Perry gave his support for our decision to work with Dan & Kirk if we feel it would be a better fit for the city.
- c. Council decided to table this topic for further discussion. Merle will inform Dan of this decision.
 - **Motion** to table this topic pending further information & conversation. Josiah, Barb 2nd. All approved.

City Staff Reports

- a. Public Works Report (*Brandon Beachamp*)
 - i. No report today.
- b. City Recorder (*Kathy Bostick*)
 - i. This is an election year. Kathy will check dates and let council know which terms complete at the end of 2022. Ethics information will be sent out.
 - ii. Jack Henderson has asked Merle for a letter of support for Dufur School as part of their grant application for a seismic assessment.

City Attorney & Engineering Reports

- a. City Attorney (Paul Sumner)
 - i. Doing lots of work on things related to planning.
 - ii. Submitting a letter and final loan documents to DEQ, and finishing up grant work.
 - iii. Researching differing planning requirements for the city.
- b. Engineering (Brandon Mahon with Anderson Perry)

- i. No report today.

Council and Commissioners Reports:

- a. Mayor's Report (*Merle Keys*) – no report
- b. Public Works (*Bill Parke*)
 - i. The fire hydrant by the hardware store was hit & tipped over by a Azure Standard driver. It's location in the middle of a sidewalk is not ideal, so this would be a good time to remove the hydrant and locate it in a new place. Paul thinks this would require an easement/agreement with Azure. Brandon will find out about any rules regarding a hydrant's proximity to a propane tank since the two are currently only a few feet apart. Azure will pay the city for damages. Not sure whether public works can take care of the job or if we will need to hire an outside company.
 - ii. Equipment has not been easy to repair due to wait times/availability of mechanics. We may need to take the rigs to Portland area to have the work done sooner.
- c. Administration (*Barbara McKenzie*)
 - i. Working on an improved speaker/audio system for the meeting room. Doug Peters suggested contacting his brother Tom who is an IT specialist.
- d. Fire/Ambulance (*Steve Podvent*)
 - i. 0 fire/10 ambulance. More details about ambulance in new business.
- e. Planning & Development (*Kathy Bostick*)
 - i. Working on lot line surveying & adjustments for the sewer pond. No planning meeting needed for this.
 - ii. Zoning ordinances need to be updated due to changes that have come from the State and some inconsistencies we've got compared to county guidelines. Planning grants are available but we need someone to take care of this. Could possibly work with Kirk.
- f. Other Council Comments
 - i. (Josiah) Dufur Days is on for this year. The dates will be August 13 & 14 and will include a car show, horses/equipment, and a movie screening on Saturday. Not sure if the Grange breakfast at the park will happen.
 - ii. (Stan) Would like fire & ambulance to do an inspection at the Frickey property to assess progress on clean-up. Council approves. John Keyser explained that the State Fire Marshall can choose to condemn the property should they become involved. We have no ordinance that says the city can remove the debris ourselves. Paul advises that drafting a nuisance abatement ordinance would cost less than taking the matter to court but would require a nuisance abatement officer and hearings officer.
 - iii. (All council) Council members requested that they receive packets the Friday prior to council and that they get both an electronic and hard copy. City staff will implement this beginning next month.

New Business: (Action items)

- a. Brandon review – will be postponed for next month.
- b. Abandoned vehicles – A formal complaint has been filed regarding an abandoned vehicle on city right-of-way. Paul will look into our abandoned vehicle ordinances and work with Kathy to set precedent for this issue. If our findings permit city staff to address the issue, Kathy will start by sending a letter to the vehicle owner asking that she remove it.
- c. Dumpster at fire hall – a free dumpster has been provided to the Dufur Volunteer Fire & Ambulance. Thanks to The Dalles Disposal for their generosity.
- d. Ambulance Rates – our rates are far below comparable local services. We are equipped for basic life support (BLS) and advanced life support. (ALS) Lately, a lot of the calls we have responded to have been for aid calls, referred to as "public assist" which means helping folks up who have fallen. Sometimes we respond to multiple aid calls from the same address within a month's time. A public assist fee, and rate increases for other services is something we need to consider. DVF&A would like permission from council to further pursue rate increases/ adjustments.
 - **Motion** to approve John Keyser Jr. to continue with research about ambulance rates. Barb, 2nd Steve. All approved.

- e. City Contract Planner - motion was made previously during the meeting to table this topic.

Old Business: *(Action items)*

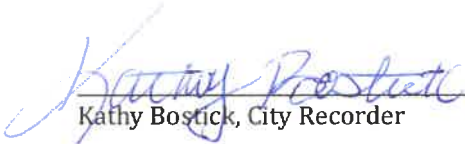
- a. Community Center Update – Kathy and Paul will meet to correct the document that states the conditions put in place by council, so Doug Peters can move forward on purchasing the property.
- b. Peter’s Subdivision – executive session

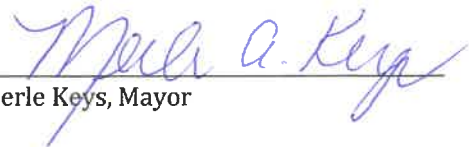
Adjourn Regular Session: Council adjourned regular session at 8:32 to enter executive session for ORS 192.660 (2)(h)- Conferring with Legal Counsel regarding litigation.

Adjourn Executive Session: Council adjourned executive session at 9:08 to re-enter regular session.

Adjourn Council Meeting:

- **Motion** to adjourn the February council meeting at 9:09 p.m. Samantha 1st, Barbara 2nd. All approved.


Kathy Bostick, City Recorder


Merle Keys, Mayor

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations