

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

-MINUTES-

Call to order: 7:01 by Merle Keys

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

Absent:

Guests in Attendance: Paul Sumner via zoom, John Keyser Jr., Brian Kittelson, Michael Glover, Doug Peters, Stan Fargher

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

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

- a. Approve accounts payable
- b. Approve Minutes of Regular Meeting February 8th, 2022

Citizen Comment: No comments made

City Staff Reports

- a. Public Works Report (*Brandon Beachamp*)
 - i. There was a water leak on SE 2nd St. Thanks to Bill for helping Brandon with the messy late-night fix! Chad Smith & Gerald Reffett helped as well.
 - ii. Cross walk signs are here and will be installed soon.
- b. City Recorder (*Kathy Bostick*)
 - i. There will be a budget meeting on May 17th. Kathy is expecting a tight fiscal year due to increasing prices.

City Attorney & Engineering Reports

- a. City Attorney (Paul Sumner)
 - i. Working with AP to resolve issues for an end of month deadline.
 - ii. Also awaiting info from Chris at Wasco Title. We were assured by the state that the property acquisition is in fact for the right parcel.
- b. Engineering (Brandon Mahon with Anderson Perry)
 - i. No report today.

Council and Commissioners Reports:

- a. Mayor's Report (*Merle Keys*)
 - i. Watershed meetings will be ongoing and I will continue to attend.
 - ii. Called City of The Dalles to inquire about surplus back-ho they have. They would need approval from city council to sell it to us instead of sending it to the auction.
 - iii. We have been awarded \$500K from Greg Smith's office for sidewalks. We plan to finish the We3 corner and then move to 5th St. and Court St.
 - iv. Clean up at Frickey property is coming along. We are ready to burn a pile of debris, just need to check with neighbors first.
 - v. The Post Office is ready to move forward with our plan to move the mail drop box and implement a one way traffic flow to increase safety.
- b. Public Works (*Bill Parke*)
 - i. Brandon and Bill have been brainstorming about possibly creating an intern position to assist public works for the summer season. Big projects include culverts, sidewalks and the sewer project. Brandon will put together a proposal with details. Kathy will plan to

include this into the budget. Someone will also reach out to Leona at Dufur School who coordinates the Ranger TECH program. They may be able to recommend candidates for the position, either current students or new graduates.

- ii. Bill will check with Larry regarding the siren work.
- iii. Brandon found a mechanic to work on the equipment repairs.
- c. Administration (*Barbara McKenzie*)
 - i. There will be a sewer project workshop on March 15th with Brandon Mahon. This is to finalize plans and will roll into a council meeting to talk about water. Josiah will not be in attendance.
- d. Fire/Ambulance (*Steve Podvent*)
 - i. 0 fire/6 ambulance. 2 rescues. A driver went off the road at mile post 30 on 197 and went into a 150' ravine. All local agencies were on-scene.
- e. Planning & Development (*Kathy Bostick*)
 - i. The lot line adjustment passed, now we are just waiting for the 15-day waiting period to close. There have been several of these lately.
- f. Other Council Comments
 - i. (Josiah) March 17th there will be a business after hours event at the Balch Hotel.
 - ii. (Bill) Azure Hardware has equipment for rent now, which will come in handy for Public Works.

New Business: (*Action items*)

- a. Brandon Review – will be addressed in executive session.
- b. Light Pole – a light pole at Barlow Junction has been hit by a vehicle. This isn't the first time. PUD will install a new steel pole and put it in a different place to avoid more problems in the future. Brandon will consult with a contractor to determine the best location for the new pole at Barlow Junction since there are underground utilities in that area. The new pole will give off more light. Merle will also check with PUD about the possibility of putting a light on the existing PUD pole at the 1st St. exit, as well as the S exit.
- c. City Visioning Plan – Josiah requested that we update our documents which describe Dufur's "wishlist" of improvements for the city. This will help prepare us for grant applications. We will need to hold some public meetings to get community input. The city will coordinate with Nancy Gibson at the Historical Society to write a letter inviting residents to participate in this process.
- d. Breakway Promotions – this is a bicycle race event which will be returning to the park this year.
 - **Motion** to accept the event application. Barb, 2nd Steve. Josiah- abstain. All others approve.
- e. Easter Hunt – Parks & Rec is bringing back the easter egg hunt this year. Asking for a donation from City to help with purchasing candy and supplies.
 - **Motion** to give \$400 towards this event. Stan, 2nd Josiah. All approved.
- f. Surplus Fire Equipment – There is no interest from local districts in our fire truck which was donated to us by Gresham. Surplus hoses leak so they aren't legal as a result. Other equipment has been stored for years and we just aren't going to use it. John suggests we take it to the June auction.
 - **Motion** to surplus equipment to auction- Josiah, 2nd Barbara. All approved.
 - **Motion** to send fire truck to auction- Steve, 2nd Josiah. All approved.
- g. Removal of Pipes – there are some asbestos pipes that need to be removed before work can begin at the wastewater site. Brandon is willing to do the job instead of hiring it out or including it into the contractor bid for the whole project. He will follow hazardous waste precautions, which includes wrapping them in plastic prior to handling or dumping. A dump trailer rental through Azure is \$150/day.
 - **Motion** to approve Brandon's plan for removal. Barb, 2nd Samantha. All approved.

Old Business: (*Action items*)

- a. Community Center Update – Paul sent the updated agreement out to all. Tonight, at council, Doug has a few further comments– to remove names of former partners in project (#18) and #12, which was incorrect. Doug requests that the stipulations be removed should re-zoning be denied.

In this case, Doug would make an additional payment of \$50,000 for the property. Paul Sumner shared that the actual value of the property according to the current appraisal is about 400K.


- **Motion** to approve final revisions. Barbara, 2nd Josiah. All approved,
- b. Abandon Vehicles – Paul is continuing to look into the matter and promises to have a solution by the next meeting. He has been reviewing ordinances 163 and 193, chapter 95. Paul did give Kathy approval to contact the vehicles owner as a first step. He also explained that council could appoint a staff member or volunteer to become the city’s nuisance abatement officer, who could then authorize the action to remove the vehicle.
 - **Motion** to appoint Brandon Beachamp as Dufur’s nuisance abatement officer. Barbara, 2nd Stan. All approved.
- c. Peters Subdivision – will discuss in executive session.
- d. American Rescue Fund – Brandon would like to use these funds for new water meters- as many as we can afford, beginning with the highest users. He hasn’t gotten all the quotes in yet and the products aren’t completely comparable due to different features. Josiah requested that Brandon make a list of criteria/features he knows we need from the meters, so council can help in determining the best product for us.
 - **Motion** to authorize Brandon to continue researching companies and receiving quotes. Barbara, 2nd Steve. All approved.
- e. 5th St. Project – Council discussed priority areas for the sidewalk work.
 - **Motion** to make sidewalks along the N side of 5th & Court St. after completing the corner at We3. Samantha, 2nd Barbara. All approved.


Adjourn Regular Session: Council adjourned regular session at 8:58 to enter executive session for ORS 192.660 (2)(i)- Conferring with Legal Counsel regarding litigation and ORS 192.660 (2)(j) staff review.

Adjourn Executive Session: Council adjourned executive session at 9:24 to re-enter regular session.

Adjourn Council Meeting:

- **Motion** to adjourn the March council meeting at 9:25 p.m. Barbara, Josiah 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