

CITY OF DUFUR COUNCIL MEETING
November 9th, 2021
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, Bill Parke, Steve Podvent; Public Works Brandon Beachamp; City Recorder Kathy Bostick; City Assistant Recorder Ursula Schaefer.

Absent:

Guests in Attendance: Frani Nelson, Paul Sumner, John Keyser Sr., John Keyser Jr., Brian Kittleson, Sarah Smith, Michael Glover, Dan Mahr

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

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

- a. Approve accounts payable
- b. Approve Minutes of Regular Meeting October 12, 2021

Public Hearing:

Ordinances & Resolutions:

Wastewater Project Funding – Guest presenter Dan Mahr, representative of Senator Merkley

- c. This particular project was included in a 1st draft of the spending bill going thru the Senate
- d. Fortunately, Senator Merkley chairs this committee and will be the one to actually write the bill
- e. The \$1M that would be earmarked for this project would come from customary government funding/part of the normal budget.
 - i. Community Initiated Funding was a budget concept used by congress that was shut down about 10 years ago. A new iteration is back, (Directed Funding) but is just about 1% of discretionary spending, and can only through certain agencies/programs. This is the first year since 2011 that we've had funds for these kinds of projects.
- f. Infrastructure bill – a separate \$1.2 trillion nationwide budget with 5-year spending window
 - i. ½ of total will go towards existing programs
 - ii. Other ½ is new funding
 - iii. ODOT will receive about \$1.2B for transportation projects throughout Oregon.
 - iv. This is funding that could be used towards other infrastructure needs of the City of Dufur like well projects, reservoirs, etc.

Citizen Comment

- a. Frani Nelson of Dufur - comment regarding lights shining from the new bus barn on East 4th St. Frani submitted photographs, is concerned that lights shine off of bus barn property and are turned on even on weekend mornings (5:30 a.m.) There is a City of Dufur light ordinance in place. Council will investigate her concerns and address them at next month's council meeting.

City Staff Reports

- a. Public Works Report (*Brandon Beachamp*)
 - i. Boil Water Notice was in effect Nov 1st- 3rd. Suspected cross-contamination of water samples.
 - ii. Staff hung door hangers throughout town and posted notices in town/online.
 - iii. Kathy is looking into city-wide notification systems so that any future events can be handled with the help of an automated alert system.
 - iv. Brandon would like to thank Stan for helping with the removal of the pump.
 - v. Getting equipment ready for the winter snow season.

- b. City Recorder (*Kathy Bostick*)
 - i. Working on USDA paperwork.
 - ii. Also working on right-of-way easements, lot line adjustments for sewer project.
 - iii. Ambulance Billing – We will be going with the Tactical company. John is going to help with giving Angie access so she can pull reports from the City of Springfield. That’s the last step.
 - iv. Painting is done at City Hall. Looks great.

City Attorney & Engineering Reports

- a. City Attorney (Paul Sumner)
 - i. Still working on sewer project – preparing agreements with engineers & DEQ.
 - ii. A deed has gone to the county with some exceptions they were requiring. Working with Kristen Campbell at the county who said it would be considered by the court soon. Rock pit acquisition and clout on title are the two issues county is helping with.
 - iii. Thanks to Kathy for all the work she has done on this sewer project.
- b. Engineering (Brandon Mahon with Anderson Perry)
 - i. No report shared today.

Council and Commissioners Reports:

- a. Mayor’s Report (*Merle Keys*)
 - i. Wasco County will use their grader to sand Mainstreet for winterization. It’s a better tool than what we have available.
 - ii. Snow removal signage. This would be something to the effect of “Any vehicles left parked on city streets that hinder snow removal will be towed at owners’ expense”
 - Paul will present to council for a potential ordinance at Dec. meeting.
 - City of Dufur’s current new snow threshold is 6” for plowing. Council seems to be in favor of dropping this number down to 4”.
 - We also hang door hangers on 5th street when snow events are forecasted.
- b. Public Works (*Bill Parke*)
- c. Administration (*Barbara McKenzie*)
 - i. We are looking into notification systems that could work for the City of Dufur in light of the recent boil water notice and our city staff’s efforts to alert everyone.
 - ii. Any word on the siren? Could the siren be an alert for such events?
- d. Fire/Ambulance (*Steve Podvent*)
 - i. 1 fire/6 ambulance.
 - Mutual aid in Tygh Valley for a commercial structure fire. Got it under control within 3 hours of the first alarm. Dufur responded with a tender for water supply and a brush rig. Structure was a complete loss.
 - ii. There is no sign at Highway 197 & middle Dufur exit/ 1st street. Very dark as well so it’s just really hard to see. Public Works will work on this. There are still some missing signs in town as well. We could utilize existing stop sign poles to attach street signs to.
 - iii. Maybe we could use infrastructure \$\$ for sign costs?
- e. Planning & Development (*Kathy Bostick*)
 - i. Nothing to discuss
- f. Other Council Comments
 - i. Stan- Oregon Road Rally was a successful event. 75 cars raced. They cleaned everything up really well. Could have used better advertising so town folks knew it was happening. Next event is scheduled for May 22, 2022. They are interested in using more roads in the future.
 - ii. Bill - Siren –Pray Electric hasn’t gotten back with a quote to repair it yet. So far, the only bid we received was \$26K. Is it possible that we could use homeland security money for this? Kathy will talk to Wasco County Emergency Manager Sheridan.
 - iii. Sam - code enforcement – It’s not off the table. Paul will reach back out.

New Business: (Action items)

- a. Bus Barn
 - i. Dufur resident Frani Nelson lives directly across the street from the new Dufur School Bus Barn and is asking that certain lights be removed from their current location to reduce light infiltration in her yard & home. She would also like the lights to stay off during the weekends, instead of being on timers 7 days/week.
 - ii. Currently, timers go on at 5:30 a.m. and are turned off at 9:30 p.m. every day.
 - iii. Ordinance reads that light should not shine off property.
 - iv. Council can choose to set-up a public hearing & make a determination, or refer the parties to civil court. Or, we can set-up a nuisance abatement process, but we have no enforcement officer.
 - Motion to refer Frani Nelson to civil court for this matter. Josiah, 2nd Steve.
- b. Dufur Historical Society – Donation
 - i. For many years, the City of Dufur gifts \$500 to the Dufur Historical Society at this time of year. Would council like to approve a 2021 donation?
 - Motion to provide a \$500 donation to the Dufur Historical Society. Barb, 2nd Sam. All approved.
- c. Recycle Center – Volunteer insurance
 - i. Paul recommends we carry workers comp for volunteers as well as Julie, who owns Emerald Systems.
 - ii. Is there such a thing as “generic” coverage that would cover whoever may be volunteering on a given day?
 - iii. Kathy runs an estimate for insurance coverage for budget purposes. Then, once actual hours are submitted, it is reported/audited.
 - iv. Two documents should be created for the recycle center: Volunteer roster, and calendar to track hours. Ursula can do this work.
 - Motion to approve purchasing insurance for owner Julie and recycle center volunteers. Josiah, 2nd Stan. All approved.
- d. Grant Application – EPA
 - i. City of Dufur would like to apply for a recreational tourism grant through the EPA. Moneys could go towards efforts to revitalize our downtown/ projects that would highlight opportunities for outdoor recreation.
 - ii. Volunteers are needed for a grant steering committee.
 - iii. Ursula will work with Josiah to submit the grant and write letters to solicit steering committee members.
 - Motion to allow City of Dufur to apply for Recreation Economy Rural Communities (RERC) grant. Barbara, 2nd Bill. All approved.
- e. Everbridge / Or other Alert System
 - i. Kathy will be meeting with Sheridan to discuss the Everbridge system utilized by Wasco County. He has already said that we could be “under” their umbrella if we want, for free.
 - ii. Other options include a system used by Dufur Christian Church – Kathy will find out the name, and a system used by Dufur School. Kathy will meet with Kristen Whitley from the school to get details, price quote. Topic tabled until December mtg.
 - iii. PSA notices are free to air on local radio and are just right for these scenarios.
 - Wasco County provided Kathy a list of media contacts that they notify in such a situation.
- f. OLCC – Kramer’s Market/ Dufur Valley Tavern
 - i. Does the City of Dufur wish to grant an OLCC license to the new business opening in the old past-time building? It is owned by Kramer’s Market and will be called the Dufur Valley Tavern. Plans to open in early 2022.
 - Motion to take no action on OLCC license for Dufur Valley Tavern. Barbara, 2nd Steve. Josiah abstains. All others approved.

Old Business: (Action items)


- a. 5th Street Project

- b. Community Center Update
 - i. No update, no response.

- c. American Rescue Fund
 - i. Packet with details was given out last month. We need to decide how to spend the \$140k. Siren? Meters? Kathy will look to see if these idea may qualify.

Adjourn: **Motion** to adjourn at 8:33 by Barbara. 2nd Sam. All approved.


Kathy Bostick, City Recorder


Merle Keys, Mayor