

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, January 26, 2021**

Mayor Kirsch opened the meeting at 6:30 PM with the flag salute. Councilors present were Janet Zeyen-Hall, Brett Katlong, Tony Trout, and Steve Winn. Councilor Plotts was absent. Staff members in attendance were City Recorder, Stacie Cook and City Clerk, Tree Fredrickson.

Citizens in Attendance were Roel Lundquist and Gary Olson.

DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST: Mayor Kirsch stated that anyone who felt they may have a potential conflict with anything on tonight's agenda may say so at this time or at any time during tonight's meeting.

Councilor Winn declared a potential conflict of interest as he lives on SW Ivy Street.

CONSENT AGENDA

Mayor Kirsch requested that check #25854 in the amount of \$24,907.65 be added to Accounts Payable for the second Public Works truck.

Councilor Trout moved and was seconded by **Councilor Katlong**, to approve items a; Approval of Minutes of Regular City Council Meeting of January 12, 2021, b; Approval of Accounts Payable, c; Approval of OLCC Liquor License for the Following Business:

- 1) 7 Star Convenience Store #4 829 S 1st Avenue,

and d; Ratification of Planning Commission Approval of Minor Partition for Scott & Shelly Baughman, File No. 2020-11; 230/272 SW Ivy Street, Mill City.

Mrs. Fredrickson polled the Council. The motion passed unanimously, (5:0).

CITIZEN COMMENTS/QUESTIONS:

Roel Lundquist, SW Linn Blvd., asked about the status of the city audit. Mrs. Cook said that the auditors filed an extension through February.

Mr. Lundquist asked for confirmation that Council is planning on discussing the Reid House at a meeting in February. Mayor Kirsch said that that is Council's plan but that he still has to reach out to Frances Thomas first to discuss the family's wishes.

Mr. Lundquist asked about the insurance claim for the wildfire damages. Mayor Kirsch said that the City is waiting for finalization on insurance. FEMA will need this information before a determination is made on reimbursement.

RESOLUTION No. 8XX – SAFE DRINKING WATER REVOLVING LOAN FUND: Resolution No. 8XX authorizes a loan from the Safe Drinking Water Revolving Loan Fund by entering into a financing contract with the Oregon Infrastructure Finance Authority (IFA). This resolution, along with the loan contract, signature card, deposit option notification, legal counsel opinion and disbursement schedule, are required submittals for the loan process.

The City will be required to comply with debt coverage and repayment reserve obligations as outlined in the contract. This states that the City will not incur any obligations payable from or secured by a lien on revenue that is equal to or superior to the IFA loan. The City also must set aside funds to secure repayment of the annual debt (\$77,700) for the loan in the upcoming budget.

Gary Olson, SW Spring St., asked how this loan will be repaid. Mayor Kirsch replied that these payments are made with water bill revenue. Mr. Olson asked if this was addressed with the recent water rate increase. Mayor Kirsch replied that it was.

Councilor Trout moved and was seconded by **Councilor Katlong** to Approve Resolution No. 859 – Safe Drinking Water Revolving Loan Fund. The motion passed unanimously, (5:0).

SAFE DRINKING WATER REVOLVING LOAN FUND CONTRACT: The Safe Drinking Water Revolving Loan Fund Contract was presented for review. These documents have been provided to the City Attorney for review. A draft disbursement schedule has been compiled based on City Engineer John Ashley's estimated construction schedule, which includes:

- Phase I - SW Ivy Street and SW Hall Street Water Main, September 2021 completion
- Phase 2 - all other Water mains, August 2022 completion.

The project and all required reporting must be closed out by February 1, 2024.

The overall project is estimated to be \$2,686,000 with \$530,000 of 'forgivable loan' and the City covering \$150,000 in costs. This leaves a final loan amount of \$2,006,000 with an interest rate of 1% annually.

Councilor Katlong moved and was seconded by **Councilor Trout** to Approve Safe Drinking Water Revolving Loan Fund Financing Contract, Project Number S21004 in the Amount of \$2,006,000. The motion passed unanimously, (5:0).

DRAFT RIPARIAN CODE – REQUEST FOR DIRECTIVE TO HOLD HEARING: A draft of the proposed Riparian Code language was provided to Council with a request from the Planning Commission that they receive a directive to set a public hearing to consider the adoption of the code.

The code language only addresses publicly owned property and will not affect privately owned properties. If directed to hold a hearing, the Planning Commission would consider the code at their February 16, 2021 meeting with the final recommendations forwarded to Council.

Because this is an amendment to the City's zoning code, the Council will be required to hold a public hearing, during which, in addition to any testimony provided at the Planning Commission hearing being provided, the public will have an additional opportunity to provide testimony for consideration. Ultimately, the Council is the final decision on adoption of this code.

Mr. Olson asked if the riparian requirements would be the same for private property owners at some point in the future. Mrs. Cook said that there is already language in the zoning code that addresses private property on an individual basis which allows for a determination on riparian setbacks with a development request.

Mrs. Cook said that the City has no plans at this time to implement a riparian code for private properties, however, state and/or federal regulations may require it in the future.

Mr. Olson asked if the riparian zone is measured at the normal high water mark or at the top of the bank. Mrs. Cook said that it is generally the normal high water mark that is used.

Mrs. Cook also said that there will be enlarged maps of the riparian zones available to look at during the Planning Commission's public hearing which will be held February 16, 2021, if Council directs a hearing be held.

Councilor Trout moved and was seconded by **Councilor Zeyen-Hall** to Hold a Public Hearing to Consider Adoption of a Riparian Code for Publicly Owned Properties. The motion passed unanimously, (5:0).

PACIFIC POWER GENERAL SERVICE CONTRACT - TIGER GRANT PROJECT: Two General Service Contracts for electrical services being constructed as part of the SW Broadway Street Improvement portion of the TIGER grant project were presented for consideration.

These include: Installation of new street lights at or near 313 SW Broadway Street. Total cost is \$4,920.00 with Pacific Power covering \$2,928.00 and the remaining \$1,992.00 payable by the City.

Installation of pathway lighting along the pedestrian path at or near 405 SW Linn Place. Total cost is \$5,856.00 with Pacific Power covering \$3,216.00 and the remaining \$2,640.00 payable by the City.

The total expenditure, \$4,632.00, is eligible as a portion of the City's required match for the project. However, staff will also explore the possibility of obtaining reimbursement from grant proceeds as the projects are coming in under budget.

Mr. Lundquist asked about cost estimates for the use of the new lights and suggested contacting another city with these upgrades to see what their cost has been. This information can be useful for the upcoming budget. Mrs. Cook will contact Pacific Power to see about getting a cost estimate.

Councilor Trout moved and was seconded by **Councilor Winn** to Approve General Service Contracts with Pacific Power, Request Numbers 6945393 and 6843210 Related to the TIGER Grant Project. The motion passed unanimously, (5:0).

MISC. CITY RECORDER ITEMS:

River Road Pump Station Repair/Purchase – Public Works Supervisor Russ Foltz has received the quotes for the repair and replacement of the River Road Pump Station. This pump is more expensive than anticipated with the repairs coming in at \$7,700+/- and the purchase at \$8,500+/-.

Councilor Katlong said that Public Works Supervisor Russ Foltz recommends that a new pump be purchased.

Consensus to purchase a new pump.

Letter of Consideration – Tiny Homes; Klagge, Randall – The Council was presented a letter requesting consideration to begin conversations regarding tiny homes in Mill City. Randall Klagge is a local resident currently attending college and, as part of his curriculum, is exploring this issue. Mr. Klagge states that he believes the ability to create affordable housing for families affected by the recent wildfires would help them remain part of the community while also keeping students in the school district, providing more business for local stores and increasing revenue for the City.

Mrs. Cook said that the City's code allows tiny homes in the R-2 and Commercial zones as a multi-family development.

Mrs. Cook will send a letter of response to Mr. Klagge outlining the current standards.

Request for Waiver of Water/Sewer Deposits – FEMA Housing Residents – FEMA has requested consideration to waive the water/sewer deposits for residents in the FEMA housing at 801 SE Fairview Street. Pamela Zawada, FEMA Direct Housing Logistics, states the waiver of the deposit would ease the financial burden during the recovery process.

Each resident will be required to open a water/sewer account with the City and pay the monthly bill associated with the residence.

Councilor Trout moved and was seconded by **Councilor Zeyen-Hall** to Approve Request for Waiver of Water/Sewer deposits for Residents of FEMA Housing at 801 SE Fairview Street. The motion passed unanimously, (5:0).

Anita Leach Memorial Tree/Plaque Update – The tree chosen as a memorial for Anita Leach has been planted at Hammond Park. The next step in the process is to place the plaque, which will be inlaid into a large stone. Susan Chamberlin, who along with her husband Denny, has been instrumental in making this request, provided a photo and description of the stone that was chosen by Anita’s husband, Dave.

Staff will work with the family and the Chamberlin’s to provide a space to keep the stone while awaiting the completion of the plaque and, if necessary, assist with the placement of the stone in Hammond Park when the time comes.

Councilor Zeyen-Hall said that Mr. Foltz and Mr. deRenzo were working on replacing the deck on the play structure in Kimmel Park. It should be finished in a day or two.

Council Zeyen-Hall said that a virtual town hall meeting of the NSSA has been set for February 18, 2021 at 6:00 p.m. using ZOOM. Mayor Kirsch said that the sewer capacity study, site development and the different sewer plant options will be discussed.

Mayor Kirsch said that Congressman Kurt Schrader plans to revisit the canyon later in the week. Mayor Kirsch is hoping to set up a tour of a new FEMA trailer that was recently placed on site at SE Fairview Street during this visit.

Councilor Trout asked for an update on the City’s dumpsite. Mrs. Cook said that Councilor Katlong had turned over a lot of debris after complaints that it was still smoking after the wildfires. The site has been put on the FEMA reimbursement list. Mrs. Cook will also look into a Brownfields grant.

ADJOURNMENT

The meeting was adjourned at 7:37 PM.

Prepared by:

Approved by:

Stacie Cook, MMC
City Recorder

Tim Kirsch
Mayor