

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, April 26, 2022**

Mayor Kirsch opened the meeting at 6:35 PM with the flag salute. Councilors present were Janet Zeyen-Hall, Brett Katlong, Dawn Plotts, Tony Trout, and Steve Winn. Staff members in attendance was City Recorder Stacie Cook and City Clerk Tree Fredrickson.

Citizens in Attendance were Sarah Allaben of MWVCOG, Miranda Long, Robert Marshall, Ashley Pickett and Ron Van Vlack.

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.

CONSENT AGENDA

Councilor Trout moved and was seconded by **Councilor Katlong**, to approve items a; Approval of Minutes of Regular City Council Meeting of April 12, 2022, b; Approval of Accounts Payable, c; Ratification of Mayor Kirsch's Proclamation Declaring May, 2022 Mental Health Month in the City of Mill City, d; Ratification of Planning Commission Approval of Site Plan Review, File No. 2022-02, Craft Pour House – Justin S. Craft, 382 NE Santiam Boulevard, and e; Approval of Temporary OLCC Liquor License for Tavelin Taphouse, July 3-4, 2022 Between the Hours of 11:00 a.m. and 11:00 p.m. in Kimmel Park for 4th of July Celebration, Subject to Submittal of Certificate of Liability Insurance Naming the City as an Additional Insured. Mrs. Fredrickson polled the Council. The motion passed unanimously, (6:0).

CITIZEN COMMENTS/QUESTIONS: Ashley Pickett and Miranda Long introduced themselves as representatives for Catholic Community Services of Salem. Their mission is to help strengthen families, mobilize neighborhoods and promote child and adult development. Ms. Pickett and Ms. Long are case managers working to fill the needs that are present in the community and includes child care, employment opportunities, counseling, transportation, dental services and much more. They will work hard to find a solution to any situation.

Catholic Community Services is searching for permanent office space in Mill City to serve the Canyon on a daily basis. Those affected by the 202 Beachie Creek wildfire will continue to receive any assistance they may still need including replacing smoke damaged furniture, cleaning of smoke damaged homes, even locating rentals. Community cafes, a safety day, and movie nights are just a few things they are looking to sponsor that will help bring the community together. A flyer and business cards were provided to Council for future reference.

Robert Marshall, SOCC representative from Salem, requests consideration to place a mobile shower trailer at the SOCC center on NE Alder Street. The trailer is equipped with three showers with toilets and would need to discharge black water directly into the sewer line. However, due to the city's sewer step system, the dumping of any black/gray water into the sewage outlet is prohibited per Ordinance No. 13.08.060. He is requesting an exception to the Ordinance stating that other cities have allowed the shower trailer and the dumping of black water into their systems.

The shower trailer is the most requested resource from those without the ability to practice good hygiene, most notably those living in travel trailers due to the wildfires. The shower trailer would come once a week from 10 am to 2 pm to the SOCC site on the Highway. Water would be used from the outside faucet, warmed with a propane hot water heater, providing up to 80 showers a

week. There was a holding tank on the shower trailer, however, it has been removed to allow for an ADA lift into one of the stalls.

Mayor Kirsch explained how the City's step system works and any chemicals dumped from a trailer tank could disrupt the bacteria growth at the sewer plant. Another issue is the inability of the system to handle large amount of fluids released all at once. This will be discussed with Public Works Supervisor Russ Foltz and Mr. Marshall will do the same via email.

Councilor Katlong said that a sewer line can become clogged causing a back-up of waste water and asked if there is a mop-up plan in place that will handle this if it happens. Mr. Marshall said there currently is not but, if allowed to use the parking lot, a plan would be put in place.

OREGON MAINSTREET PROGRAM – SARAH ALLABEN, MWVOG: Sarah Allaben, RARE Wildfire Recovery Coordinator, is following up on the Oregon Main Street Program that was initially presented in January, which included the possibility of a regional collaboration project in the canyon.

The City of Detroit has decided not to join at this time. Gates has asked Ms. Allaben to help them apply to the program at the 'Connected Community' level. She is asking for input from this Council about their interest in possibly collaborating with the City of Gates and/or pursuing the OMS program independently.

Council is interested in a possible connection however, additional information is needed before a decision can be made. Councilor Plotts volunteered to sit down with Ms. Allaben and go over the plan in detail, bringing information back to Council at a later date.

RESOLUTION NO. 87X – BUDGET TRANSFER FY 2021-2022: Mrs. Cook said that while preparing the budget, it was found that a number of categories will need additional funds in order to cover costs related to ongoing projects. These include:

- Street Fund – SW Broadway St., SW Ivy Street and SW 2nd Avenue projects
- General Facilities Reserve Fund – Mill City Falls Project
- Street Reserve Fund – SW 2nd Avenue project
- Sewer Reserve Fund – Sewer project (soil testing/analysis).

The transfer resolution is required to remain in compliance with budget law.

Councilor Trout moved and was seconded by **Councilor Plotts**, to Approve Resolution No. 875 – Authorizing the Transfer of Appropriations for the 2021-2022 Fiscal Year. The motion passed unanimously, (6:0).

MISC. CITY RECORDER ITEMS:

Award of Mill City Falls Park Irrigation Contract – In an effort to decrease bid amounts for the full project, components of the project were broken out and requests for bids sent to companies under the three bid procurement process.

Three bids were submitted by the deadline and, based on the numbers, the apparent low bidder is Green Acres Landscape at \$28,800.00. Mrs. Cook confirmed that the pipe material to be used is approved.

Councilor Katlong moved and was seconded by **Councilor Plotts**, to Award Mill City Falls Irrigation Contract to Green Acres Landscape in the Amount of \$28,800.00. The motion passed unanimously, (6:0).

Award of Mill City Falls Park Fencing Contract – Another component that was broken out for bidding was the fencing. Two bids have been received so far with another on the way. If the third

bid comes in higher it will not be awarded. In an effort to keep moving forward, it was agreed to put a 'not to exceed' amount in the motion.

Councilor Katlong moved and was seconded by **Councilor Zeyen-Hall**, to Award Mill City Falls Fencing Contract to the Lowest Bidder in the Amount Not to Exceed \$39,000.00. The motion passed unanimously, (6:0).

Award of SW 2nd Avenue Street Overlay Contract – Bid openings for the SW 2nd Avenue Street Overlay Project took place on April 14, 2022 with two bids received. Both bids were in line with the engineering estimate for the project. Staff recommends awarding the contract to the low bidder, Knife River Corporation.

Councilor Trout moved and was seconded by **Councilor Katlong**, to Award SW 2nd Avenue Street Overlay Project to Knife River Corporation in the Amount of \$234,269.00. The motion passed unanimously, (6:0).

Request for Temporary OLCC Liquor License and Street Closure – Mill City Grill; 100 SE Juniper Street – A request was submitted for authorization to hold a street dance at the Mill City Grill on SE Juniper Street on Saturday, June 18, 2022 from 6:30 to 9:30 p.m. The request included permission to close SE Juniper Street between S 1st Avenue and SE 2nd Avenue during this time. Alcohol will be served until 11:00 p.m.

Mrs. Cook said that this event was held a few years ago with no issues. She will notify the LCSO of the event.

Councilor Plotts moved and was seconded by **Councilor Trout**, Approving Closure of SE Juniper Street Between S 1st Avenue and SE 2nd Avenue From 6:30 p.m. to 9:30 p.m. and Approve Temporary OLCC Liquor License for the Mill City Grill from 6:00 p.m. to 11:00 p.m. on Saturday, June 18, 2022. The motion passed unanimously, (6:0).

Sewer Project Update – Mrs. Cook said that soil testing and analysis of a potential drain field site is crucial in moving forward with the sewer project. Keller Associates has been in contact with two firms, GSI and GeoEngineers, both of whom will be necessary for separate components of the testing process.

As work will need to begin sometime in May, Mrs. Cook is requesting authorization to sign a contract amendment with Keller Associates for this work.

Councilor Zeyen-Hall moved and was seconded by **Councilor Trout**, Authorizing Task Order No. 003, for Mill City Intermediate WCPF Improvements with Keller Associates for GSI/GeoEngineers Soil Testing and Analysis Work for \$49,680.00. The motion passed unanimously, (6:0).

Councilor Zeyen-Hall asked if this amount covers a year of soil testing with Keller.

Mrs. Cook included a quick rendition of a draft Grant Chart that Mr. Peter Olson has put together for the project and will be subject to change as more concrete times for different components are received.

Mrs. Cook said that she received an email from Elizabeth Moreno, an Associate Professor of Anthropology who is studying the impact of disasters on individuals and communities. Tracking letters from FEMA asking for rental assistance, she wants to better understand the impact this has had on people, especially those living in rural areas, and wishes to speak to Council on this issue. Mrs. Cook will notify Ms. Moreno that she has forwarded this information to Council and will forward the email to anyone interested in speaking with Ms. Moreno.

An official notification from DEQ has been received approving the sewer mainline extension for the Freeman Meadows Subdivision. The approval is conditional upon the City continuing to meet the effluent limits of the current WPCF permit.

Mayor Kirsch said that the City of Mill City has received an award from Travel Salem for the Most Resilient City in Oregon. Mayor Kirsch will attend a ceremony to receive the award on May 12, 2022. He added that he has an extra ticket if anyone is interested in attending with him.

Councilor Plotts noted there is already graffiti on the newly refurbished railroad bridge. Mrs. Cook had Public Works clean it off after a walk over the bridge earlier. She also requested paint that matches the vehicle bridge due to graffiti as well. Councilor Zeyen-Hall volunteered to do the painting.

ADJOURNMENT

The meeting was adjourned at 7:38 PM.

Prepared by:

Approved by:

Stacie Cook, MMC
City Recorder

Tim Kirsch
Mayor