

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, August 23, 2022**

Mayor Kirsch opened the meeting at 6:30 PM with the flag salute. Councilors present were Tony Trout, Janet Zeyen-Hall, and Steve Winn. Brett Katlong arrived at 7:07PM. Dawn Plotts was excused. Staff members in attendance were City Recorder Stacie Cook and City Clerk Tree Fredrickson.

Citizens in Attendance: Jim Clough.

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

Mayor Kirsch stated that item 'd', Ratification of Appointment of Talon Roberts and Leigha Rice to the Position of Park Host, will be removed from the Consent Agenda.

Councilor Trout moved and was seconded by **Councilor Zeyen-Hall**, to approve items a; Approval of Minutes of Regular City Council Meeting of August 9, 2022, b; Approval of Accounts Payable, c; Approval of OLCC Liquor License Renewals for the Following Businesses:

- i. 7-Star Convenience Store 829 S. 1st Ave.
- ii. 7-Eleven #38796A 200 NW Santiam Blvd.
- iii. Mill City Grill 100 SE Juniper St.
- iv. Trio Tavern 815 SW Linn Blvd,

and, e; Authorization to Extend SW 2nd Avenue Street Closure to September 16, 2022. Mrs. Fredrickson polled the Council. The motion passed unanimously, (4:0).

CITIZEN COMMENTS/QUESTIONS: Jim Clough, Gates, said that he is working with a property owner to purchase a parcel in Mill City and asked if the city or the property owner is responsible for cleaning up junk, vehicles and such on properties. Mrs. Cook said that property owners are responsible for maintaining their property. However, if a nuisance property is not dealt with by the owner, the city can abate the nuisance. After all expenses associated with the abatement are determined, the City would place a lien on the property for costs incurred plus administrative costs and interest.

LARGE EVENT POLICY: Mayor Kirsch said that the City needs to have a process in place for large events so that things such as trash containers/disposal are addressed. During the last large event one of the City's employees was called out on overtime to empty a trash can. This should have been the responsibility of the event coordinators.

Councilor Trout noted that sprinkler heads also need to be addressed within the policy.

The need for a large event policy has been discussed in order to ensure that events held within the City are all required to meet the same standards. Samples from other cities with varying degrees of requirements for large events were provided to Council for review.

The City's current process includes a refundable deposit for park reservations. This should be discussed to determine whether it makes sense to require set fees for differing uses within the parks systems.

STREET SWEEPER SEARCH: The City's street sweeper is old and constantly breaking down. Staff has begun identifying street sweeper suppliers in Oregon, SW Washington, N California, and W Idaho. Mrs. Cook will speak with Public Works Supervisor Russ Foltz about desirable components for a new sweeper.

GATOR/SIDE-BY-SIDE SEARCH: Mrs. Cook stated that staff will begin looking for a Gator/Side-by-Side type vehicle that can be used for watering flowers as well as other park needs. Due to the timing of the donation of the hanging flowers being at the end of a budget year, staff was unable to plan for the purchase of something that would allow for easy watering by one employee. However, this was always the intent once the new fiscal year began.

PERSONNEL HANDBOOK UPDATE: The City's Personnel Handbook is in need of updating. Previous updates have been done using portions of the League of Oregon Cities model handbook, a copy of which was provided for review.

Mrs. Cook said that previously, City Attorney Jim McGehee has advised the city to hire an attorney who specializes in this type of law. However, it may be able to be done by using the model handbook from LOC.

DANGEROUS/DERELICT BUILDING CODE: The City's Dangerous & Derelict Building Codes were adopted in 2016. Staff has used the codes to address a number of issues within the city but has found that the language needs to be stronger as there are many structures in Mill City that staff receives complaints about but are unable to enforce as the current codes do not have the language in them to allow the City to require the owner to address them.

A copy of Mill City Municipal Code Chapter 15.08 on Dangerous Buildings and Structures as well as Chapter 15.10 Derelict Buildings and Structures was provided for review.

Mayor Kirsch that the Council needs to prioritize these items so that staff knows which to focus efforts on in order to get them completed and off of the old business list.

Consensus to prioritize as follows:

1. Dangerous & Derelict Building Code
2. Large Event Policy
3. Personnel Handbook

CITY ATTORNEY REPORT: None.

Councilor Katlong arrived.

MISC. CITY RECORDER ITEMS:

OR Community Paths Grant: Mrs. Cook said that the Oregon Community Paths Grant is a competitive statewide transportation program that supports investments in multiuse paths that are not part of a roadway, noting that she and City Planner Dave Kinney have been brainstorming options for using this grant, including partnering with another agency, but have not yet determined the best route.

Matching funds seem to be a sticking point as both options; state and federal dollars, would require more of a match than the City has available. The state grant would be for a minimum \$300,000 project, requiring a 30% match while the federal grant would be a minimum \$500,000 project, requiring a 10.27% match. The pre-application, which does not commit the city to anything, is due by September 15, 2022.

Mrs. Cook said that one area of interest is the pedestrian path between the Eagles Lodge and SW 11th Ave, including street furniture, trash cans and lights.

Holiday Lighting/Décor: Councilor Plotts and citizens Paul Luna and Lynda Harrington have requested authorization to begin looking into companies and costs for installing holiday lighting on the Historic Railroad Bridge and decorations on the lamp posts. Approximately \$65,000 has been budgeted for this in the current FY budget. As information becomes available, it will be brought to Council.

City Hall Carpet Cleaning – Sunday, August 28, 2022: The carpets at City Hall are scheduled for cleaning on Sunday, August 28th.

Mayor Kirsch said that he and Councilor Winn looked at an electrical box located on a pole in Kimmel Park which needs to be upgraded. There are exposed wires in the box which can be accessed by the public and two plug-in sockets below that need to be secured. The box is unlocked and easily accessible.

Mayor Kirsch asked about the trash can laying on the ground by the new parking lot, stating that it is full of trash. Mrs. Cook said that she will ask Public Works to empty the trash and will contact the school or its contractor about getting the can put back in its property place.

Mayor Kirsch said that the City is seeking quotes to level the Reid House property and bring in topsoil to reseed it. There is a large amount of clean dirt available at the site of the new Christian Church on SW Kingwood, that the City may be able to obtain at a reasonable cost. Councilor Katlong said he has a lot of good dirt available that he would donate to the City. The City would need to cover hauling costs.

Councilor Katlong said that he has a potential conflict of interest as his company may place a bid for this project.

Councilor Winn said that he will be hauling the logs on the Reid House property away and taking down three trees before the earthwork is done. Additionally, Councilor Winn is gathering costs to complete electrical work in Kimmel Park, including the main shelter electrical and lighting for the flagpole.

Mayor Kirsch said that the Canyon Catalysts have painted color swatches on the Kimmel Park shelter and have asked for feedback on what color looks best. The shelter will be painted after the south wall has been completed.

Councilor Trout noted ongoing graffiti around town, noting that the bench by the old pharmacy is graffitied with pink spray paint. Mrs. Cook said that a person of interest has been identified and she is working with law enforcement on this issue.

Councilor Trout said that abandoned RVs are becoming an issue in town. Mrs. Cook said that staff is working to clear each of these issues as well, including the camper that has been moved onto the SW Cedar St. ROW and the three RVs on private property off of NW Alder St.

Mrs. Cook said that a new law is in effect that states that if someone is camping on public property, whether it be in a tent, sleeping bag, RV or makeshift shelter, the shelter must be posted with and the 'resident' informed, that they have 72-hours to remove all their belongings. If there is non-compliance, the items must be held for 30-days within a 5-mile radius of the site. The owner must be given full access to their belongings during this time. If the items are not picked up by the 31st day, they can be disposed of.

Councilor Katlong said that an orange truck parked on the east side of SE 2nd Ave is a hazard as it is parked beyond the "no parking beyond this point" sign, which impedes vision. Mrs. Cook will look into this.

Councilor Katlong informed Council that he may not be at the next meeting as his wife will be giving birth within a few days and he may need to be home with his family.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT

The meeting was adjourned at 7:47 PM.

Prepared by:

Approved by:

Stacie Cook, MMC
City Recorder

Tim Kirsch.
Mayor