



# CITY OF MILL CITY

## AGENDA OF THE CITY COUNCIL

June 25, 2019

City Hall

444 S 1<sup>st</sup> Avenue

Mill City, Oregon

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### REGULAR SESSION

**1. CALL TO ORDER/FLAG SALUTE**      **6:30 p.m.**      Mayor Tim Kirsch

**2. CITY COUNCIL ROLL CALL/INTRODUCTION OF STAFF**      Mayor Tim Kirsch

**3. DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST**

**4. CONSENT AGENDA:**

*In order to make more efficient use of meeting time, resolutions, minutes, bills, and other items which are routine in nature and for which no debate is anticipated, shall be placed on the Consent Agenda. Any item placed on the Consent Agenda may be removed for discussion at the request of any council member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion to adopt the Consent Agenda. This motion is not debatable. The secretary to the council will then poll the council members individually by a roll call vote. If there are any dissenting votes, each item on the Consent Agenda is then voted on individually by a roll call vote.*

*Copies of the council packets include more detailed staff reports, letters, resolutions, and other supporting materials. A citizen wishing to review these materials may do so at the Mill City, City Hall or at [www.ci.mill-city.or.us/documents/packets](http://www.ci.mill-city.or.us/documents/packets).*

- a. Approval of Minutes of Regular City Council Meeting of June 11, 2019
- b. Approval of Accounts Payable
- c. Approval of Temporary OLCC Liquor License for Travelin Taphouse, LLC for the Mill City 4<sup>th</sup> of July Celebration, July 4-6, 2019 Between the Hours of 9:00 AM and 11:00 PM
- d. Ratification of Planning Commission Approval for Land Use File No. 2019-04; Site Plan for Public Parking Area and EV Parking Spaces, 128 NE Wall Street, Marion County Map #093E29CC Tax Lots 1300,1400,1500 and 3300

**5. LINN COUNTY SHERIFF'S OFFICE REPORT**

**6. CITIZEN COMMENTS/QUESTIONS LIMITED TO THREE (3) MINUTES**

**7. TIGER GRANT UPDATE**

**8. WILDFIRE REDUCTION GRANT OPPORTUNITY**

**9. CITY ATTORNEY REPORT:**

- i. 424 SW Cedar Street Update
- ii. 235 S 1st Avenue Update
- iii. SE 3rd Avenue Update

## 10. ADJOURNMENT

### CALENDAR OF UPCOMING CITY MEETINGS & EVENTS

Thursday	July 4, 2019	CITY HALL CLOSED - INDEPENDENCE DAY	
Friday	July 5, 2019	CITY HALL CLOSED – INDEPENDENCE DAY HOLIDAY	
Tuesday	July 9, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	July 10, 2019	Save Our Bridge Committee Meeting	10:00 a.m.
Tuesday	July 16, 2019	Planning Commission Hearing – If needed	6:30p.m.
Friday	July 19, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	July 23, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Tuesday	August 13, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	August 14, 2019	Save Our Bridge Committee Meeting	10:00 a.m.
Friday	August 16, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	August 20, 2019	Planning Commission Hearing – If needed	6:30p.m.
Tuesday	August 27, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Sunday	September 1, 2019	The Reid House Committee Meeting	2:00p.m.
Monday	September 2, 2019	CITY HALL CLOSED – LABOR DAY	
Tuesday	September 10, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	September 11, 2019	Save Our Bridge Committee Meeting	10:00 a.m.
Saturday	September 14, 2019	RR BDG CENTENNIAL CELEBRATION	10:00 a.m. - 4:00 p.m.
Tuesday	September 17, 2019	Planning Commission Hearing – If needed	6:30p.m.
Friday	September 20, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	September 24, 2019	Municipal Court	9:30a.m.
		Planning Commission Meeting	6:30p.m.
Sunday	October 6, 2019	The Reid House Committee Meeting	2:00p.m.
Tuesday	October 8, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	October 9, 2019	Save Our Bridge Committee Meeting	10:00 a.m.
Tuesday	October 15, 2019	Planning Commission Hearing – If needed	6:30p.m.
Friday	October 18, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	October 22, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Sunday	November 3, 2019	The Reid House Committee Meeting	2:00p.m.
		DAYLIGHT SAVINGS – FALL BACK!	
Monday	November 11, 2019	CITY HALL CLOSED – VETERAN’S DAY	
Tuesday	November 12, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	November 13, 2019	Save Our Bridge Committee Meeting	10:00 a/m/
Friday	November 15, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	November 19, 2019	Planning Commission Hearing – If needed	6:30p.m.
Tuesday	November 26, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Thursday	November 28, 2019	CITY HALL CLOSED – THANKSGIVING DAY	
Sunday	December 1, 2019	The Reid House Committee Meeting	2:00p.m.
Tuesday	December 10, 2019	Municipal Court	9:30a.m.
		Council Meeting	6:30p.m.
Wednesday	December 11, 2019	Save Our Bridge Committee Meeting	10:00 a.m.
Tuesday	December 17, 2019	Planning Commission Hearing – If needed	6:30p.m.
Friday	December 20, 2019	Planning Commission Meeting	9:30a.m.
Tuesday	December 24, 2019	CHRISTMAS EVE – ½ DAY	
Wednesday	December 25, 2019	CITY HALL CLOSED – CHRISTMAS DAY	

## REQUEST FOR COUNCIL ACTION

**DATE:** June 20, 2019  
**TO:** Mayor Kirsch and City Councilors  
**FROM:** Stacie Cook, MMC, City Recorder  
**REGARDING:** Consent Agenda Items

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- a. Approval of Minutes of Regular City Council Meeting of June 11, 2019
- b. Approval of Accounts Payable. Explanations of Out of the Ordinary Bills are Below
  - 1. Carlson Testing; Special Inspection – Compaction, Public Works Building
  - 2. Dreamland Skateparks, LLC; Final Payment – SKATE Design Contract
  - 3. LOC; Job Posting – City Clerk/Reid House Facilitator
  - 4. North Santiam Historical Society; Budgeted Donation – FY 18/19
  - 5. Mill City Library; Budgeted Donation – FY 18/19
  - 6. Meals on Wheels; Budgeted Donation – FY 18/19
  - 7. Municode; Annual Admin Support Fee – Municipal Code
  - 8. N. S. Chamber of Commerce; Annual Membership Fee
  - 9. OVS; Flail Mower Parts
- c. Approval of Temporary OLCC Liquor License for Travelin Taphouse, LLC for the Mill City 4<sup>th</sup> of July Celebration, July 4-6, 2019 Between the Hours of 9:00 AM and 11:00 PM
- d. Ratification of Planning Commission Approval for Land Use File No. 2019-04; Site Plan for Public Parking Area and EV Parking Spaces, 128 NE Wall Street, Marion County map #093E29CC Tax Lots 1300, 1400, 1500 and 3300

**MILL CITY  
MINUTES OF THE CITY COUNCIL  
Tuesday, June 11, 2019**

**Mayor Kirsch** opened the meeting at 6:30 PM with the flag salute. Councilors present were Janet Zeyen-Hall, Brett Katlong, Dawn Plotts, Tony Trout and Steve Winn. Staff members in attendance were City Recorder, Stacie Cook and Public Works Supervisor Russ Foltz.

**Citizens in attendance were** Ann Carey, and Roel Lundquist.

**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 Katlong** moved and was seconded by **Councilor Trout**, to approve items a; Approval of Minutes of Regular City Council Meeting of May 28, 2019, b; Approval of Minutes of Budget Committee Meeting of April 15, 2019, c; Approval of Accounts Payable, d; Acceptance of Monthly Expenditures Report, May 2019, e; Authorization to Close City Hall on Friday, July 5, 2019 for 4<sup>th</sup> of July Celebration, f; Approval of Temporary OLCC Liquor License and Waiver of Noise Ordinance for the North Santiam Fraternal Order of Eagles 33384, 640 SW Broadway for the Following Events:

- i. Independence Day Celebration; Saturday, July 6, 2019 – 7:00 PM to 11:00 PM
  - ii. Hot August Nights; Saturday, August 10, 2019 – 7:00 Pm to 11:00 PM and,
- g; Approval of Temporary OLC Liquor License for Hearts to Arts Jamboree at Kimmel Park on Saturday, June 22, 2019 Between the Hours of 10:00 AM and 9:00 PM, of the consent agenda. Stacie Cook polled the council; the motion passed unanimously, (6:0).

**LINN COUNTY SHERIFF'S REPORT:** None.

**PUBLIC WORKS REPORT:** Public Works Supervisor Russ Foltz gave a brief report on the following items:

Pump Report – Loss is back down to normal at 22.5%.

Public Works Building – The pad is ready for the building to be constructed.

Ivy Street water line leak and Rosie's sewer issues will be looked at now that the pad is completed.

Special Testing – VOC/SOC; Every three Years – These tests came back as none detected.

Mr. Foltz said that the illegal dumping in the catch basin on NE Alder Street has been resolved.

Public Works staff is focused on getting ready for the 4<sup>th</sup> of July, however the mower stopped working yesterday. It is being taken to John Deere to be looked at.

Mrs. Cook said that the permit for the public works building has been issued. This was what was needed to order the pole building. A meeting with Architect Richard Rothweiler is set for Thursday to review the interior building plans so that this permit can be submitted for review.

**CITIZEN COMMENTS AND QUESTIONS:** None.

**PRESENTATIONS:** None.

**PUBLIC HEARING:** No public hearings were held.

## **OLD BUSINESS**

EV Charging Station: As was advised last month, staff was asked by the Planning Commission to meet with Pacific Power and the adjacent property owner to discuss the possibility of a joint project for the EV Charging Stations. There have been tentative agreements for doing so and staff is continuing to work with Pacific Power and the adjacent property owner to see this through. It is possible that we could see 30 to 40 new parking spaces if the negotiations are successful.

Mrs. Cook said that the revised parking lot layout has been provided by Pacificorp. After a couple of minor changes these should be ready to provide to the Planning Commission next week for continuation of their public hearing.

## **NEW BUSINESS**

Contract for Services – Project Management; The Reid House Remodel Project: The Reid House Committee is at a point in the planning stages where a project manager is needed to ensure that the overall remodel project has the proper oversight for on-site work and project completion.

The Reid House Committee Chair Gary Swanson, Councilor Katlong and Mrs. Cook met with Dan Benjamin earlier this week to discuss the potential contract. Mr. Benjamin had no concerns with the contract language and is prepared to sign if the Council authorizes moving forward.

Mayor Kirsch said that

**Councilor Katlong** moved and was seconded by **Councilor Plotts** to Contract with Dan Benjamin for Project Manager Services for The Reid House Remodel Project. The motion passed unanimously, (6:0).

Resolution No. 842 – City Clerk/Reid House Facilitator Job Description and Wage Scale: Resolution No. 842 creates the position of City Clerk/Reid House Facilitator.

The job description is fairly comprehensive in scope. It has been written as a dual position; 50% City Clerk and 50% Reid House Facilitator. Mrs. Cook said that she believe creating a full time position and splitting the duties between the two areas is the most effective way to fill both while providing opportunity to receive well qualified candidates.

Councilor Plotts asked what the electronic records management duty is. Mrs. Cook said that this entails the compilation of all electronic records into the computer including scanning in documents that should be in the system but are not. This also includes ensuring ordinances and resolutions are updated in the index system.

Roel Lundquist, SW Linn Blvd, said that he does not see the need for a facilitator at the Reid House before the remodel work is done. Mayor Kirsch said that the hiring process will take a little bit of time to get through, which will allow the remodel work to begin before a new hire is made. The position can gather brochures, etc. to have ready for the visitor's center.

Mrs. Cook noted that the facilitator position could be kept busy the entire time before the building opens to the public by: gathering brochures, working through contracts with potential agencies who wish to use the offices spaces, making contacts for marketing, get items ordered for the visitor's center and more. The person can be kept busy up to the time the building opens.

Mr. Lundquist said that he is concerned with the budget in comparison to the wage scale and benefits. Councilor Trout said that there are employees who do not take as much insurance which balance out those who may take family coverage.

Councilor Katlong asked if there is not enough work for The Reid House to keep the facilitator busy, will the City cover the time rather than charging it to The Reid House. Mayor Kirsch said that the City will not charge The Reid House for time that is not spent on it. Mrs. Cook said that she does not feel that this will be an issue.

**Councilor Zeyen-Hall** moved to Approve Resolution No. 842 – City Clerk/Reid House Facilitator Job Description and Wage Scale and to Begin the Advertising Process.

Councilor Plotts asked for discussion on the wage scale. Mrs. Cook explained that the scale shows multiple years for changes in wages, including the COLA. Mrs. Cook said that the current wage scale is the one that shows July 2018. Mayor Kirsch noted that each change in hourly rate is a step on the wage scale, going from one to eight.

Councilor Plotts asked how to know where the position falls. Mrs. Cook said that after interviews and recommendation of hire, the recommendation for starting wage will be brought to Council for approval.

**Councilor Trout** seconded the motion. The motion passed unanimously, (6:0).

Copier Contract: Mrs. Cook advised the Council that she has been researching copier companies to see if they can get a better monthly lease than it currently has.

The current lease with National Photocopy does not expire for about 18 months. If the City were to sign with another company, the monthly rate would need to be low enough to counter the early release costs or the company would need to buy the City out of our current lease.

Travel Oregon Grant Application: At the last meeting Mrs. Cook advised Council that she was looking at a grant through Travel Oregon for tourism dollars. Mrs. Cook has submitted the required pre-application form for The Reid House Visitor's Center project. In addition, a pre-application form for the Mill City Falls parking improvements was also submitted. The pre-application forms are required to gain access to the actual application forms.

Final applications are due by 5:00 PM on Wednesday, June 19, 2019.

Linn County Sheriff's Office Letter of Intent: Linn County Sheriff Jim Yon provided a notification advising the City of the Sheriff's Office's intent to continue to provide enhanced police services for the City. Due to bargaining unit negotiations, the new contract for services will not be ready for approval and signatures before the start of the new fiscal year.

Sheriff Yon has asked that the City provide a written response with its intention to continue the contract.

**Councilor Plotts** moved and was seconded by **Councilor Trout** to Direct City Recorder to Provide Written Response to Linn County Sheriff's Office Advising of the City of Mill City's Intent to Continue with the Law Enforcement Contract for Fiscal Year 2019-2020. The motion passed unanimously, (6:0).

Ann Carey, SW 1<sup>st</sup> Avenue, asked for an update on the sewer capacity study. Mrs. Cook said that the study is being included in the work that the wastewater group is looking to contract to have completed. Mrs. Carey said that she is very concerned about the actual capacity, especially considering the amount of development that is taking place currently.

## STAFF/COMMISSION REPORTS

### City Recorder Report

*List of On-Going Old Business Items:* The list of old business items was provided for review. Sewer Capacity Study will be added to the list.

*Out-of-Office; Vacation, June 28-July 5, 2019:* Mrs. Cook will be on vacation the first week of July.

*Clean Up Day Report:* The annual Clean Up Day went well. An outline of items received, costs for each, donated costs from Pacific Sanitation and our overall payout was provided for review. In addition to the metal revenue shown on the outline, the City took in \$751.00 and has an additional \$112.00 billed, for a total of \$863.00 in revenue from the event. This cuts the overall cost to \$3855.80.

*Coalition of Cities – Linn County Building IGA:* Mrs. Cook said that she has been attending meetings with Linn County contract cities to discuss the building services IGA. Ultimately, these meetings should conclude with a new, generalized contract for each city, similar to the law enforcement contract process.

Councilor Trout asked what is happening with the sewer inspections. Mrs. Cook said that she has not heard about there being issues, but will check with Mr. Foltz to be sure how the inspection process is going.

Councilor Katlong said that if Mr. Foltz is completing the bulk of the inspections then the permit disbursement amount needs to be changed.

## BUSINESS FROM MAYOR & CITY COUNCILORS

**Mayor Kirsch** and **Councilor Winn** had nothing to report.

**Councilor Zeyen-Hall** said that she is going to reach out to some community groups to see if a group for parks can be put together. Mayor Kirsch said that the Canyon Catalysts are trying to get projects going so this may be a place to start.

**Councilor Katlong** said that the Rosie's issue is still being worked on.

**Councilor Plotts** said that the Canyon Catalysts have a schedule for June work days. Memorial Park has been cleaned and there will be a little more work done soon. Tomorrow Councilor Plotts and Anita Leach will be doing work at the wall on N 1<sup>st</sup> Avenue. The next work day is Saturday, June 15 for work at Hammond Park and along the concrete wall. On Monday there will be a group of school kids who will clean playground equipment at Kimmel Park, scrape benches and do other miscellaneous items. On the 21<sup>st</sup> there will be work done on the entrance signs to the City.

**Councilor Trout** said that there are a number of projects moving forward but no in ground work yet.

Councilor Plotts noted that the electronic speed reader board is scheduled to come back to Mill City.

**EXECUTIVE SESSION:** No executive session held.

**ADJOURNMENT**

The meeting was adjourned at 7:41 PM.

Prepared by:

Approved by:

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Stacie Cook, MMC  
City Recorder

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Tim Kirsch  
Mayor

DRAFT

# Accounts Payable

## Computer Check Register

User: VickiEmery  
 Printed: 06/21/2019 - 8:38AM  
 Batch: 00003.06.2019  
 Bank Account: USB

Check	Vendor No	Vendor Name	Date	Invoice No	amount	
24752	255	Ace Chemical Toilets	6/25/2019	36136	580.00	
Check 24752 Total:					580.00	
24753	377	Add Upon, LLC	6/25/2019	6142019	90.00	
					6142019	90.00
					6142019	90.00
Check 24753 Total:					270.00	
24754	460	Canyon Weekly, The	6/25/2019	2019-3319	28.80	
					2019-3319	28.80
					2019-3319	28.80
Check 24754 Total:					86.40	
24755	543	Carlson Testing Inc	6/25/2019	1243615	345.50	
Check 24755 Total:					345.50	
24756	446	Dreamland Skateparks LLC	6/25/2019	05312019DLS	2,385.00	
Check 24756 Total:					2,385.00	
24757	450	League of Oregon Cities	6/25/2019	6256	20.00	
Check 24757 Total:					20.00	
24758	542	MILL CITY HISTORICAL S	6/25/2019	2018-219MCHS	1,000.00	
Check 24758 Total:					1,000.00	
24759	540	Mill City Library	6/25/2019	2018-2019MCL	500.00	
Check 24759 Total:					500.00	
24760	541	Mill City Senior Meals	6/25/2019	2018-2019SM	500.00	
Check 24760 Total:					500.00	
24761	451	Municode	6/25/2019	00328449	225.00	

Check	Vendor No	Vendor Name	Date	Invoice No	amount
					Check 24761 Total: 225.00
24762	33	No. Santiam Legal Ctr/Munic	6/25/2019		
				05312019Mun	420.00
					Check 24762 Total: 420.00
24763	114	No. Santiam Legal Ctr./Court	6/25/2019		
				05312019CT	315.00
					Check 24763 Total: 315.00
24764	462	North Santiam Chamber of Co	6/25/2019		
				2019-2020NSCC	75.00
					Check 24764 Total: 75.00
24765	544	OVS	6/25/2019		
				2372129	111.79
					Check 24765 Total: 111.79
24766	522	Prier Pipe & Supply	6/25/2019		
				058955	1,314.96
					Check 24766 Total: 1,314.96
24767	2	Verizon Wireless	6/25/2019		
				9831630288	56.35
				9831630288	56.35
					Check 24767 Total: 112.70
24768	326	Wells Fargo Financial Leasing	6/25/2019		
				5006431255	79.00
				5006431255	80.00
				5006431255	80.00
					Check 24768 Total: 239.00
					Report Total: 8,500.35



# City of Mill City

P. O. Box 256

Mill City, OR, 97360

Phone: 503-897-2302 ▪ Fax: 503-897-3499

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June 18, 2019

Stacie Cook, MMC, City Recorder  
PO Box 256  
Mill City, OR 97360

Bryce Foster  
Project Manager | Pacific Power  
825 NE Multnomah Street, Suite 1600  
Portland, Oregon 97232

Sent via Email: [scook@ci.mill-city.or.us](mailto:scook@ci.mill-city.or.us)  
[Bryce.Foster@PacifiCorp.com](mailto:Bryce.Foster@PacifiCorp.com)

**SUBJECT: Notice of Decision Approving Site Plan  
for Public Parking Area and EV Parking Spaces  
File No. 2019-04  
128 Wall Street, Mill City, Oregon  
T9S, R3E, Section 29CC, TL 1300, 1400 & 1500 Mill City Falls Park  
T9S, R3E, Section 29CC, Tax Lot 3300 , Lot 19, Village @ Santiam Pointe**

Dear Stacie and Bryce:

On June 18, 2019 the Mill City Planning Commission **approved** the City of Mill City's application for a site plan for the construction of a public parking area including Electric Vehicle charging stations at 128 Wall Street in Mill City. The Planning Commission adopted the findings and conclusions for the proposal that were included in the revised staff report dated June 13, 2019.

The Planning Commission's decision will be forwarded to the City Council for their consideration at the next regular City Council meeting on June 25, 2019. The Council may either ratify the decision or may call the matter up for a public hearing and City Council review and decision. If the City Council ratifies the decision, the decision is final unless it is appealed. The effective date of this decision is **July 3, 2019 at 5:00 p.m.** unless the decision is appealed to the City Council or the City Council calls for a public hearing.

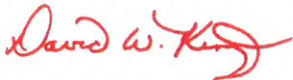
**A. Conditions of Approval:** The approval is subject to the following conditions of approval:

1. The site plan for development of a public parking area, including 6 EV Charging Stations, be approved as shown on Sheet C-2, Exhibit "A" and Exhibit "D".

2. Final construction plans for Phase 1 construction of the parking area shall include:
  - a. Twenty (20) parking spaces, including 1 ADA and 6 Electric Vehicle charging spaces.
  - b. Temporary storm water detention areas at the south end of the entry drives.
  - c. Landscaping for Phase 1.
  - d. Streetscape improvements including decorative fencing and shrubbery along NE Wall St. as shown on Exhibit "D" and approved by the City's landscape architect.
  - e. Electrical conduit and service for decorative street lights.
  - f. Pedestrian entry into the Mill City Falls Park from Wall Street.
  - g. Modify the road side view to a green or earth tone color.
3. Construction of Phase 1 improvements shall start within one (1) year of date of site plan approval and no later than July 1, 2020.
4. Evidence of City ownership, or the current property owner's consent to proceed, and the final construction plans shall be provided to the Planning Commission prior to construction.

**B. Right of Appeal:** Any person aggrieved by this decision may file an appeal with City Council of the City of Mill City by filing an appeal in accordance with the appeal deadlines and requirements outlined in Mill City Municipal Code Chapter 16.52. The appeal must be filed within fifteen (15) calendar days of the mailing of this Notice of Decision, no later than 8:00 a.m., August 15, 2018.

Sincerely,



DAVID KINNEY  
Planning Consultant for the City of Mill City

Enclosure: Exhibit "A" – Sheet C-2, Pacificorps Design Plans for EV Charging Station dated June 2019.  
Exhibit "D" – Conceptual Parking Lot Plan for Public Parking Lot and EV Charging Station, prepared by Brian Bainson, Landscape Architect for the City of Mill City, June 2019.

cc: Mill City Planning Commission  
City Council

EXISTING BUILDING, TYP

EXISTING POWER POLE TO REMAIN

PROPOSED OVERHEAD POWER ROUTE

EXISTING GRAVEL DRIVEWAY

EXISTING POWER POLE TO BE REMOVED

FUTURE WALKWAY (BY OTHERS)

NE WALL ST.

**EV Spaces**  
PROPOSED PACIFICORP PROJECT AREA. SEE SHEET C-2.

**Phase 1 Parking Area**  
1 2 3 4 5 6

**Phase 2 - Future**

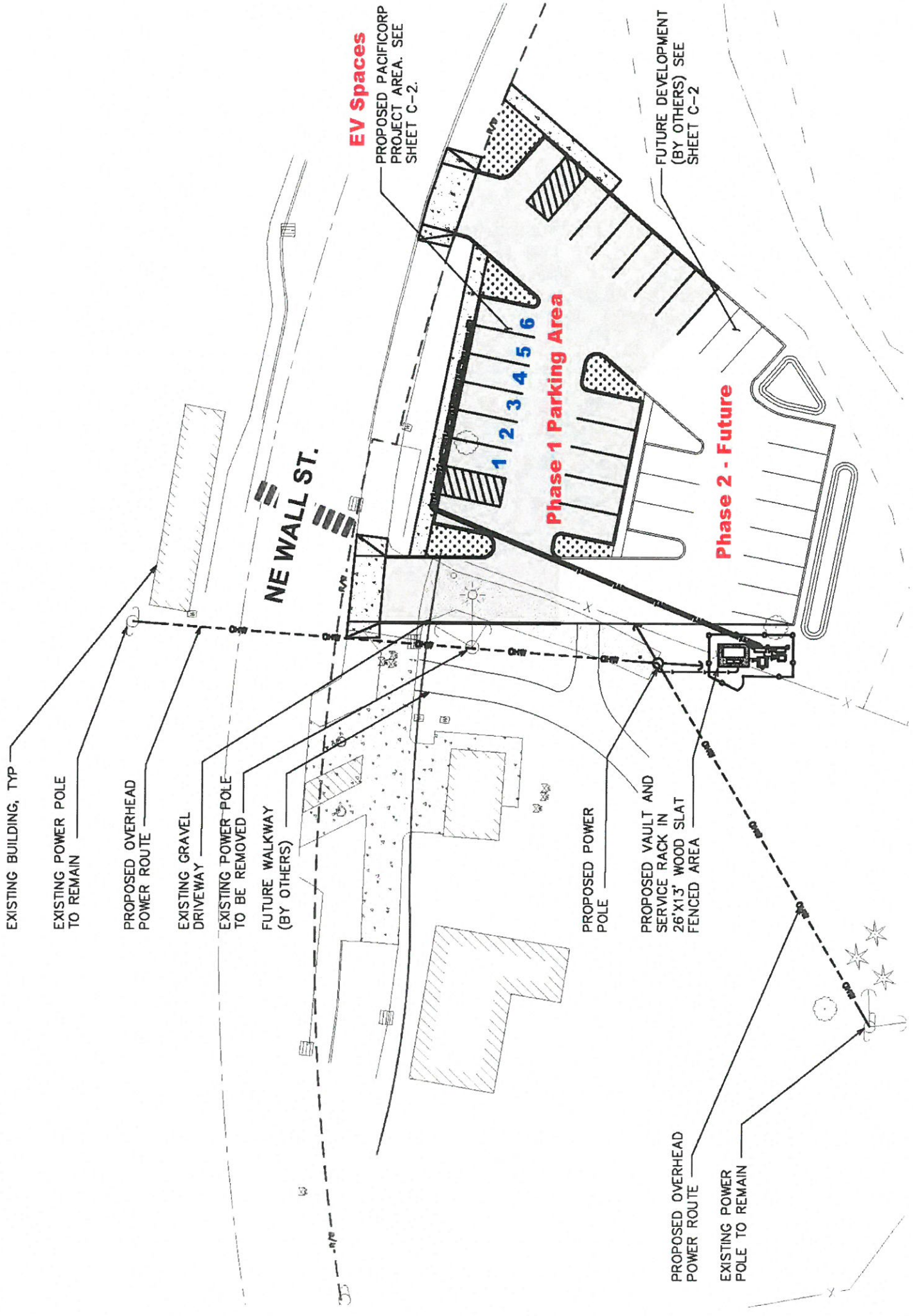
FUTURE DEVELOPMENT (BY OTHERS) SEE SHEET C-2

PROPOSED POWER POLE

PROPOSED VAULT AND SERVICE RACK IN 26'X13' WOOD SLAT FENCED AREA

PROPOSED OVERHEAD POWER ROUTE

EXISTING POWER POLE TO REMAIN





**MILL CITY FALLS PARK  
 PARKING STUDY**

SCALE: 1" = 20'-0"

JUNE 14, 2019



**City of Mill City**  
P.O. Box 256  
Mill City, Oregon 97360  
Phone: 503-897-2302 Fax: 503-897-3499

## Memorandum

**Date:** June 20, 2019  
**To:** Mayor Kirsch and Council  
**From:** Stacie Cook, MMC, City Recorder  
**Subject:** **Business for June 25, 2019 Council Meeting**

**a. TIGER Grant Update**

The work on the TIGER grant project has begun. Linn County is out doing surveying work. We have also received a copy of the recorded transfer agreement for the bridge and roadway section.

**Requested Action: None. Information Only.**

**b. Wildfire Reduction Grant Opportunity**

Public Works Supervisor Russ Foltz and I met with KJ DeGuire, Dept of Forestry, on Monday, June 17 at the City-owned parcel on NW River Rd. This parcel is about three acres and is covered in overgrown brush, blackberries and numerous dead or diseased trees. The Dept. of Forestry offers a grant each year to landowners for wildfire reduction. Because of the small acreage the City has and the low possibility of going over the dollar threshold requiring documentation submittals, this would be simply a reimbursement payout once work is completed. The maximum reimbursement per acre is \$600. How the property is cleared is not an issue. We could use staff, hire the entire project out, use volunteers, the prison work crew or any combination of these.

In order to be eligible for the reimbursement (maximum \$1800), the following items would need to be completed:

- Remove all dead and down vegetation
- Remove ladder fuels
- Remove and/or spray invasives, blackberries, scotch broom
- Remove/burn/chip debris
- Limb trees up at minimum 10' or 1/3 of height for smaller trees
- Limb trees 15' above driveway

If the Council is interested in getting this property cleaned up this would be one way of recouping at least a small amount of our costs, which could be fairly high considering the large amount of work to be done. We would have a year to complete the work and could choose to do the entire project at once or an acre at a time.

Mr. Foltz and I would need to complete an inventory of what items are on site and determine what the best option for removal at the least/no cost might be. For example, any limbs removed and the various pieces of wood dumped at the site could be taken to a local lumber mill for use as hog fuel. We use this method for other work around the City to dispose of the debris. Vegetation may be able to be added to the City's compost pile and the large berm of unknown materials may be able to be offered up for someone needing fill for their land.

Because of the potential for high cost with this project, I felt it best to bring the discussion to Council before making any commitment.

**Requested Action: Discussion**

c. **Other**