

City of Metolius  
Council Meeting Minutes  
September 4, 2018

- I. Meeting Called to order by Mayor John Chavez at 7:00pm.**
- II. Pledge of Allegiance**
- III. Prayer by Candy Canga**
- IV. Roll call:** Mayor John Chavez, Councilor Patty Wyler, Councilor Tryna Muilenburg, Councilor Carl Elliott, Councilor Candy Canga, Councilor Lonnie Parson, and Councilor Dan Dulaney.
- V. City Staff:** City Recorders Tasha Alegre and James Stratton. City Attorneys Steve Bryant and Collins Edmonds.
- VI. Visitors:** Anzie Adams, Will Ross, C H undistinguishable name, Lynn Fisher, Dorothy Burgess, Danny Zook, Chris Gannon, Scott Teeny, Nick Korcek, and Traci McKenzie.
- VII. Consent Agenda:**
  - a. Regular Council Meeting Minutes with corrections- August 6, 2018.
  - b. Council Workshop Minutes- August 6, 2018.
  - c. Spike and Rail Minutes- August 6, 2018.
  - d. Authorized Payments of Bills
  - e. Financials

Carl Elliott moved that the consent agenda be approved with corrections (Ad Hoc defined as case at hand without consideration of wider application, and that page one, VII, a, remove citizen and replace with citizens). Candy Canga seconded the motion. The motion carried unanimously.

- VIII. Unfinished Business:**
  - a. The handbook review and approval were tabled as some councilors have not read the revised version.
  - b. Martins' Common revision of the terms was tabled as there is a dispute with paragraphs 2 and 3, and the \$400.00 rate (questioning if there is a clause addressing any future

increases). A dispute in the terms about repairs inside Martins' Commons is not agreed upon.

- c. Sewer rate increase is scheduled for the next meeting for a resolution adoption, receiving public comment, and further discussion. Rate was determined to be \$40.00 per month from \$36.00 per month.
- d. Town Hall Meeting for the three candidates (Mayor John Chavez, Councilor Tryna Muilenburg, and Councilor Carl Elliott) for Mayor's election in November 2018 was set for Tuesday, October 23, 2018, at 6:00pm.
- e. Councilors discussed transferring the near expired contract (9-13-2018) that the City has with temporary City Recorder, James Stratton.

Carl Elliott motioned that James Stratton be transferred into the position of Clerk/ Code Enforcement Officer, motion was seconded by Candy Canga. This motion carried by a vote of 6/1. Councilors Chavez, Wyler, Elliott, Dulaney, Parsons, Canga voted in favor. Councilor Muilenburg voted against this motion.

- f. Discussion to change the language and status of part time employees to receive health and dental benefits. Issue of the handbook rules and cost <sup>were</sup> ~~we~~ discussed. The terms personally stated James Stratton, that he will pay for the cost of all the premiums was offered. Urgency, to approve this, was due to the limited time CIS has to process this request. Minimum hours constituting qualification as part-time was determined to be 80 hours.

Patty Wyler motioned that James Stratton ~~N~~ may receive the CIS benefit if he pays the entire premium. Candy Canga seconded the motion. This motion carried by a vote of 6/1. Councilors Chavez, Wyler, Elliott, Dulaney, Parsons, Canga voted in favor. Councilor Muilenburg voted against this motion.

- g. Rate of pay for James Stratton's newly appointed position was set at \$14.05 with 20 hours of work per week/ 80 hours a month.

Carl Elliott motioned that James receive the hourly wage of \$14.05, work 20 hours a week/ 80 hours a month. Candy Canga seconded the motion. This motion carried by a vote of 6/1. Councilors Chavez, Wyler, Elliott, Dulaney, Parsons, Canga voted in favor. Councilor Muilenburg voted against this motion.

- h. Chris Gannon was introduced to the Council and made an offer proposing the City Council hire him as a grant writer for the fee of \$1,000.00. Chris Gannon talked about his history of grant writing and success rate of getting 4 out of 6 requests is his average, but last year he was 7 out of 10. He also said the best time to apply for grants is at the

beginning of the year. Candy Canga and Patty Wyler questioned the timeliness, cost, and services at the end of the year, if the end of the year is not productive. Councilors and Chris Gannon agreed to table this proposal until the first part of the new year.

- i. Scott Teeny requested approval to extend his expiration date of his current phase of construction in the Havilah Estates. Attorney Bryant advised council and Scott Teeny to go back to the planning commission for further action as more information is needed.

**IX. New Business:**

- a. Danny Zook requested that his variance application be approved. Attorney Bryant advised council and Danny Zook to go back to the planning commission for further action as more information is needed. This applied to Robert Harris's request of a variance also.
- b. Proclamation for US Constitution week was presented by Dorothy Burgess. The President has designated September 17<sup>th</sup> through 23<sup>rd</sup> as Constitution week. Candy Canga motioned to adopt the Constitution Week, Carl Elliott seconded, and the motion carried unanimously.
- c. Councilors discussed Tasha Alegre's evaluation that is due to complete her probationary period and graduate to permanent city employee. Her probationary period ends October 26, 2018. September 26<sup>th</sup> at 10:00 am was set up for the evaluation.
- d. A discussion on the discretionary forgiveness of finance charges on accounts that are faithfully paid by people who have high balances was held off pending Municipal Codes review and confirmation allowing discretionary adjustments.

**X. Staff, Council, and Committee Reports**

- a. Mayor's report was just talking about Spike and Rail and looking forward to this event.
- b. Pat Hanenkrat submitted a report. Pat Hanenkrat reported that DEQ sent a certified letter wanting the Council to take action on the waste water permit. Candy Canga motioned the City implement the DEQ letter waste water permit. Tryna Muilenburg seconded the motion. Motion passed unanimously.
- c. Pat continued stating there was a NUID line that broke and will be repaired by them. The brake was near the Roy Hearts development.
- d. City Recorder, Tasha Alegre prepared and submitted a report. Tasha Alegre presented the completed Audit for 2016-2017. The audit for 2017-2018 will begin work on September 17<sup>th</sup>.

- e. James Stratton prepared and submitted a Code Enforcement/ activity report. Working on code enforcement and logging nuisances long term violators for action. Reviewing current cases of violation. Pancake breakfast status: 16 people served, \$69.50 collected.
- f. Attorney's report bring up the Fee Schedule resolution. There is a need to re-administer the process of adoption from last meeting and allow for public comment. Now Public comment was asked for. Nick Korcek addressed the council stating that public information should be free or suspended. Will Ross addressed the council to revisit the fee schedule.

Candy Canga motioned to re-adopt resolution 2018-03. Carl seconded the motion.

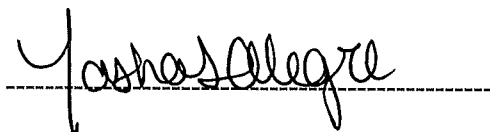
Motion passed unanimously.

- g. COIC: No Comments
- h. Chamber of Commerce: Written report submitted only by Pat Hanenkrat.
- i. COACT: No Comments
- j. Economic Development Committee: Tryna Muilenburg submitted a report. The issues of past problems with codes, problems with the Fee Schedule, we have a sub-committee set up to review fees, poor media, poor communication access, and the need for a new committee for code enforcement to work with staff.

**XI. Public Presentations:**

- a. Will Ross addressed the Council. Will Ross said he had a problem two years ago while trying to work with the city. Will Ross proposed the question "What do you want?" He addressed the issue of making a process with a flow chart to make it easier for others to read. Will Ross said Micro management is not necessary. He said there were code problem he encountered a few years ago. Will Ross said the Fee Schedule is a road block for many. Will Ross concerned about the zoning downtown and there are irrigation problems with his property with low water pressure while paying \$200.00. Problems with code enforcement and mowing of his properties. Will Ross said Metolius is "Dragging their feet hard, and the City has no real planning department to help."
- b. Nicholas Korcek said the City needs to get information out to the citizens.

**XII. Meeting adjourned at 9:10pm.**

  
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City Recorder

  
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Mayor