

**MILL CITY
MINUTES OF THE CITY COUNCIL
Tuesday, June 8, 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. Dawn Plotts was excused. Staff members in attendance were City Recorder, Stacie Cook, Public Works Supervisor, Russ Foltz, City Clerk, Tree Fredrickson and City Attorney, Jim McGehee.

Citizens in attendance were Roel Lundquist, LCSO Sgt. Beth Miller, 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.

CONSENT AGENDA

Councilor Trout moved and was seconded by **Councilor Katlong** to approve items a; Approval of Minutes of City Council Meeting of May 25, 2021, b; Approval of Accounts Payable and c; Acceptance of Monthly Revenues and Expenditures Report, May 2021. Mrs. Fredrickson polled the Council. The motion passed unanimously, (5:0).

LINN COUNTY SHERIFF'S REPORT: Sgt Miller gave the LCSO report for the month of May.

Councilor Trout said that the continued presence of deputies has made a big difference with speeding on Kingwood Ave.

Sgt. Miller said that there have been vehicles cited for going around construction signs and driving on SW Broadway Street.

Sgt. Miller suggested SW Ivy Street for placement of LCSO's radar trailer. Mayor Kirsch also suggested River Road for placement of the trailer.

PUBLIC WORKS REPORT: Public Works Supervisor Russ Foltz gave the pump report for May stating that the loss percentages for the last two months have been high. Mr. Foltz attributes this to unmetered water consumption for construction projects. Mr. Foltz said that a hydrant meter would track water use and also allow the City to bill contractors for use, which can be substantial. Currently this is done on an honor system where contractors submit usage amounts to the City for billing. The loss percentage is expected to drop with the installation of the SW Ivy Street waterline replacement.

Construction Update: Mr. Foltz said that the pedestrian bridge project is ahead of schedule. Product availability is an issue for construction projects and will likely affect the upcoming waterline replacement project.

Mr. Foltz said that a pre-construction meeting is set for June 14, 2021 to coordinate traffic as construction will be taking place in all three directions at the S. 1st Avenue and SW Broadway Street intersection when the waterline replacement project begins.

WWTP Filter Ponding: Mr. Foltz said that the sewer filter bed is 'ponding', which is when water puddles on the top. Several sewer 'experts' have reviewed the issue to try to determine the cause of the ponding. Mr. Foltz said that he will continue to look at possible causes.

Councilor Trout asked if ash is the problem. Mr. Foltz said that ash is a possibility. However, the filter would have to be shut down and completely drained to be able to dig all the way down to see what is plugging the return lines. Mr. Foltz has contacted OAWU for assistance.

Councilor Trout asked if this has to be done to submit a FEMA claim. Mrs. Cook said that if ash is causing the problem, evidence must be provided quickly, as FEMA's deadline has technically passed for claims.

Councilor Trout asked what it would take to put in a RV compliant dump, noting that the only dump site available was located at Fishermen's Bend campground. He would like to see one located on Highway 22. Mr. Foltz said that creating an RV dump site in the city would be a problem as an interceptor tank would be needed to handle the huge influx of waste when a tank is drained. Mrs. Cook added that RV's are not allowed to dump into the sewer system because the chemicals used in the RV tanks kill the bacteria in the system, which is needed for it to work properly.

Councilor Zeyen-Hall said that providing an RV dump site in the canyon has been a main topic of discussion recently in her department. A dump is at the top of Marion County's list of priorities.

CITIZEN COMMENTS/QUESTIONS: Gary Olson, SW Spring Street, asked why volunteers were needed to weed the grounds at City Hall. Mayor Kirsch said that summertime maintenance issues come on all at once and Public Works is very busy during this time, especially this year due to several construction projects. Mr. Olson volunteered his time to help mow.

PUBLIC HEARING: None Scheduled.

PRESENTATIONS: None Scheduled.

OLD BUSINESS:

The Reid House/Pedestrian Bridge Clean Up Update: Mayor Kirsch said that the clean up of the pedestrian bridge and Reid House property has been set for the week of August 2nd. The total cost of the clean up will be covered by insurance.

Water Project Update: The Notice of Award for Phase 1 of the water project was issued on Wednesday, May 26, 2021 to M.L. Houck Construction. The contractor has until June 10th to return all required documents.

FEMA Lease: FEMA's lease of the property on SE Fairview Street was set to expire on June 15, 2021. Per the lease language the City was notified in the appropriate time period of FEMA's intent to renew for an additional six months. Mrs. Cook said that she was asked about the possibility of amending the document to include mowing and weed eating services. The lease will be revised to include mowing services, which FEMA will reimburse the City for.

NEW BUSINESS

Councilor Katlong declared a conflict of interest with Resolution No. 868 as the City Clerk is a relative. Councilor Katlong took a seat in the audience.

Resolution No. 868 – City Clerk I Part Time: Resolution No. 868 formally adopts the City Clerk I Part Time position. Mrs. Cook said that the job description is the same as the clerk duties for the City Clerk/Reid House Facilitator position but a new description is necessary since the Reid House Facilitator portion of the original position is no longer applicable.

Councilor Trout moved and was seconded by **Councilor Winn** to Approve Resolution No. 868 – Adopting the Job Description of City Clerk I – Part Time. The motion passed unanimously, (4:0:1) with Councilor Katlong abstaining.

Councilor Katlong took his seat at the Council table.

Resolution No. 869 – Anita Leach Memorial: Mrs. Cook said that it was suggested a resolution be adopted to formally acknowledge the placement of a memorial tree and plaque for long time resident and civil servant Anita Leach. This resolution recognizes the dedication and hard work that Mrs. Leach gave the community and sets forth the placement of the memorial.

Councilor Trout moved and was seconded by **Councilor Katlong** to Approve Resolution No. 869 – Recognizing the Impact Anita Leach Made Within the City of Mill City and Approving Placement of a Memorial Tree and Plaque in Hammond Park. The motion passed unanimously, (5:0).

Labor Standards Administration Contract: The Labor Standards Administration contract with Deborah Sluyter, that was approved at the last meeting was presented for review. The contract will ensure that a certified individual is reviewing and confirming that all labor standards are met for both phases of the water project. Total cost is not to exceed the forgivable loan amount of \$15,000.

Councilor Zeyen-Hall moved and was seconded by **Councilor Trout** to Approve the Labor Standards Administration Contract with Deborah Sluyter for SDWRF Project S21004 in an Amount Not to Exceed \$15,000. The motion passed unanimously, (5:0).

STAFF/COMMISSION REPORTS

City Recorder Report:

List of On-going Old Business News: A current list of on-going old business items was provided for review.

Out -of-Office; June 25 to July 2 - Vacation: Mrs. Cook will be out of the office from Friday, June 25 to Friday, July 2 for vacation.

RV Site Update: Mrs. Cook said that occupants at the RV site who are in violation of the rules and regulations have been notified to rectify code violations by June 15th or further action may be taken.

Councilor Zeyen-Hall asked about security cameras at Kimmel Park. Mrs. Cook said that there are currently cameras that view the main shelter but additional cameras are needed to show the front of the restrooms as well as further into the park.

American Legion Flag Gathering; Saturday, June 12, 2021: The American Legion will be setting up in City Hall's parking lot on Saturday, June 12, 2021 between the hours 12:00 p.m. and 3:00 p.m. to gather damaged flags, which will be disposed of in the proper procedure at a later date.

Councilor Winn asked if the American Legion will be providing new flags at this event. Councilor Trout said that if orders are not being taken he will order a flag for anyone wishing to purchase one.

Building Repairs: Repairs to the damage caused by the vehicle that hit the SW corner of City Hall have been scheduled sometime during the week of June 7th. The cost estimate was just over \$5,600 which will be reimbursed by the driver's insurance company.

Mrs. Cook said that it was brought to her attention that a summer mower may be needed this year and explained that Linn County has a First Time Youth Employment Wage Grant program, where \$4.00 per hour can be reimbursed to the City.

Mayor Kirsch said that this is a good opportunity to help keep up with the mowing and weeding if Public Works need additional help throughout the summer.

Mr. Olson asked if there is a mowing schedule available that states the amount of time it takes to mow different sections around town, as this would be a big help to volunteers in their planning. Mayor Kirsch said that he would speak to the PW Supervisor about preparing a list of locations and approximate times needed to mow each section.

Council consensus to advertise for a seasonal part time position for mowing and weed eating for 20-30 hours per week.

City Attorney Report: City Attorney Jim McGehee had nothing to report.

BUSINESS FROM MAYOR & CITY COUNCILORS

Councilor Zeyen-Hall expressed her gratitude to Councilor Plotts, Joanne Olson and the Canyon Catalysts for their hard work at Kimmel Park recently. Volunteers have a workday set for Saturday to continue clean up and painting.

Councilor Zeyen-Hall said that the NSSA was presented a draft master plan for a canyon sewer system. The document will be emailed to Councilors. Any questions or concerns need to be sent to her in the next few weeks. Councilor Zeyen-Hall said that the company preparing the business analysis came up with a \$60 to \$100 per month fee per household for sewer services, which was unacceptable to the Authority and will be revisited at the next meeting.

Councilor Katlong, Winn and Trout had nothing to report.

Mayor Kirsch said that he spoke to a local mill owner who expressed frustrations with the duration of the construction projects.

EXECUTIVE SESSION: None scheduled.

ADJOURNMENT

The meeting was adjourned at 7:56 PM.

Prepared by:

Approved by:

Stacie Cook, MMC
City Recorder

Tim Kirsch
Mayor