

# CITY OF PILOT ROCK

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## **Council Meeting**

**October 7, 2014**

**7:00 PM**

### **A. Called to Order**

Having a quorum the Regular meeting was called to order by Mayor Carnes at 7:00. Council members present were Kacie Moss, Bob Deno, Raymond Doherty and Jim Hinkle. Also present were City Recorder Teri Porter, Steve Draper and Chief Richman. Citizens present were Mary Lue Slabik, John Taylor and Jim Hatley.

#### **1. INVOCATION**

Pastor Harley Jeffers gave the invocation.

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. APPEARANCE OF INTERESTED CITIZENS**

John Taylor addressed Council with the suggestion to pull together a CERT team (Citizens Emergency Response Team). Mr. Taylor feels in lieu of current events in the news, the City should be proactive and establish criteria to recruit individuals to serve on the team. Mr. Taylor would like to contact Packy Doherty and Todd Bensel to get feedback on how it was conducted in the past. Mayor Carnes agreed and stated that all of Council should be familiar with the Pilot Rock Emergency Plan. Teri had several copies of the plan with her and gave one to Councilor Hinkle. Mayor Carnes gave permission to Mr. Taylor to contact Mr. Bensel and Doherty.

Mr. Taylor asked for an update regarding the partition of the property at the Bike Pit. Teri explained that there were errors made when the land was originally deeded to the City, and is in the process of correcting the legal description before we move forward with the partition.

Mr. Taylor had also asked for an update on the monthly payment made to Mary Koch. It was explained that we are still making the payments. Tim O'Roark (a land use attorney) review the case and it was his determination that the City should continue the payments. Concerned that public funds are being used properly, Council asked staff to locate another attorney for another opinion.

Mrs. Slabik, stated that she is aware that the County is using City water and wanted to know if it was approved by the Council and if they pay for it? Steve explained that the County does some bladeing for the City and we get gravel from them from time to time. In return we allow them to use City water and feel it is a good trade. We have been doing this for so long, Steve couldn't say if it was ever approved by Council.

#### **4. PRESENTATIONS**

**None.**

#### **5. ACTION ITEMS**

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## F-1 Resolution No. 569

**On a motion by Councilor Doherty and seconded by Councilor Deno, Council agreed to pass resolution No. 569. All present agreed.**

## F-2 Welcome to Pilot Rock Sign

Council was informed that the Sign was never listed on the property schedule for the insurance company and it is not covered by the insurance. The following was discussed:

1. The possibility of replacing the big chunk that fell off during the accident. See if it can just be repaired.
2. Holding the individual accountable. If he cannot make payments he could do community service.
3. The need to determine what it will cost to repair or replace the sign, before we ask the responsible party to make restitution.
4. Grant options. Possibly passing the grant through the DTA.
5. The sign was donated by the Class of 79. Made in their shop class.

**Councilor Hinkle made a motion approving Teri to apply for a grant. The motion was seconded by Councilor Moss. It was discussed that there have already been 3 other grant requests from other entities in Pilot Rock. Councilors Deno and Doherty did not vote in favor. Mayor Carnes broke the tie by voting yes.**

**On a motion by Councilor Moss and seconded by Councilor Doherty, Council directed staff to contact a masonry to look the possibility of repairing the sign. All present voted yes.**

## F-3 Susan Stillman's Leak Adjustment

Susan Stillman received a water bill in the amount of \$972.90 in June (the first month of reading after the summer). The following was discussed:

1. Susan does not dispute the summer bills.
2. The meter is working.
3. Questions of water being left on in the winter months.
4. Susan stated she was going to check her meter during the winter. Steve cautioned her that she is not allowed to get into the meter.
5. The city will read her meter through the winter months this year.
6. The bill was for 8 months. It represents all of Junes usage and any overage in November - May.
7. Standard practice is if the customer repairs the leak the City would forgive have the overage.
8. A letter was sent in July stating the City would credit her account for \$350, which is half the overage and asked her to call City Hall.
9. Susan did not call City Hall she addressed Council at the September 16 Council meeting.

No motion was needed by Council as this is standard practice and has already been offered to Mrs. Stillman.

## F-4 Steve Draper Vacation Request

**On a motion by Councilor Moss and seconded by Councilor Deno, Council agreed to approve 40 hours vacation for Steve Draper October 27th through October 31st. All present voted yes.**

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## F-5 Replacing Windows in the Council Chambers.

Steve Draper explained that one of the window sills is rotted out and needs to be replaced or repaired. Council is asked if they want to replace all windows with double pane tinted windows, which would be more efficient. 3 bids were provided. **On a motion by Councilor Doherty and seconded by Councilor Deno, Council all agreed to repair the window at this time. All present voted yes.**

## G INFORMATION ITEMS, REPORTS AND PRESENTATIONS

### G-1 Department Head Report

#### City Hall:

1. Attended the OAMR Conference in Bend September 17-20. Very informative, learned more about ordinances, resolutions and motions. Parliamentary procedures and record retention processes.
2. The accountants were in City Hall from September 22-25, conducting the annual audit. It will be a good audit. I always learn a lot when they do the audit.
3. Continuing to work on the RV Park Ordinance, I would like to present it to the Planning Commission, before presenting it to Council for final approval.
4. I have been corresponding with Anthony Bushong regarding the mobile home that he brought in behind the old Round Up Room. He has now moved it to the Masonite property, where he intends to sell it and get rid of it completely.
5. Wanda continues to do an excellent job, reconciling delinquent accounts.
6. Susan is working on the Water System Operation and Maintenance Manual with Steve.
7. Have been working with FEMA to develop software that allows us to view each tax lot on line and overlay the floodplain and floodway. They are very enthusiastic and the test program is awesome.
8. Wanda will be recording the October 21st Council meeting. I will be driving to Boise after work that Tuesday to catch a flight the following morning for my vacation.
9. City Hall will be closed October 17, 2014, Columbus Day. Columbus Day is a Holiday all employees will have the day off unless they are required to work in which case they will receive comp time.

#### Police

1. Officer Copeland is continuing FTO training with Officer Stallings and will start the academy on October 13<sup>th</sup>..
2. Lexipol Manual has been updated.
3. The police have had an increase in dog calls for the last

#### Public Works

1. Finishing exercising all valves.
2. Flushing fire hydrants.

### G-2 Booster Station to Hatley Subdivision

Mr. Hatley stated that 10 years ago he came to a Council meeting and was lead to believe that the City would share in the cost of the booster station. No motion was found. The Consent to Annex states that Mr. Hatley would incur the cost of the booster station. Mr. Hatley asked if Council would now consider paying half. The following was considered:

1. Mr. Hatley would like to develop his property up on the hill. It could mean as many as 10 additional houses.
2. High end homes valued at approx. \$250,000 could mean approx. \$800 annually in property taxes to the City.

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3. All the houses from Mary Koch on would get improved water pressure, if the booster was put in.
4. The cost to the City would be about \$25,000 for half the booster station.
5. There is money in the Economic Development fund to pay for the expense.
6. Mr. Hatley does not have a time frame for completion of the homes. Does not plan to put in curbs and gutters.
7. It is the responsibility of the City to provide good water pressure.
8. The current water pressure is adequate for both residential use and fire protection.
9. Other developers in the past have been required to pay for a number of improvements. We may be setting precedence.
10. The booster station would not help Mr. Hatley alone it would help the rest of the houses up there.
11. Mr. Muilenburg has 55 lbs of water pressure at his house. He is not short on pressure he is short on volume due to hard water build up in his water lines.
12. The Hatley Consent to Annex states that the property owners shall be responsible for extending all city utilities from the existing city services to the far end of the property lines where the services are requested; place a booster water pump station to provide a minimum of 50 psi at the highest elevation at the developed property...
13. If the City does not want to go in on half the cost, Mr. Hatley could put the booster on his property where only he would benefit. The rest of the folks on the hill will not.
14. 10 years from now the pump station is going to cost much more.
15. If the booster is put in near Mary Koch's with an 8" main it could serve approx. 100 homes.

**On a motion by Councilor Doherty and seconded by Councilor Moss, Council agreed to table the topic until the next meeting. All present voted yes.**

Council asked staff to put together a staff report with pump sizes and costs, real information. And how much money is in the economic fund to pay for the booster.

### **G-3 RV Park Ordinance**

A rough draft of the proposed RV Park Ordinance was included in the packet. It will go before the Planning Commission on October 14th. Then will come to Council on November 4, 2014 for final approval.

### **G-4 American Tower Adding Antenna**

Council was informed that American Tower has asked to add another antenna to their existing tower. This will result in additional revenue for the City.

### **H. CONSENT CALENDAR**

**On a motion by Councilor Hinkle and seconded by Councilor Moss, Council agreed to accept the consent calendar.**

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## I. CITY COUNCIL COMMENTS

Mayor Carnes asked Chief Richman for a status report on the staffing of the Police Dept. Officer Copeland will be leaving for the academy on Sunday, Officer Stallings is out of hours for this year. Officer Diehl has time off for hunting. It will be 6 months before Officer is ready be on her own. Mayor Carnes expressed concerns that we are going ware out the Chief. Mayor Carnes spoke with Officer Stalling and he is willing to come back in January. Chief Richman stated that the budget will only support 3 officers. Councilor Moss asked Chief Richman to come to Council if the work load gets to be too much and asked that this issue be put on a future agenda.

Councilor Hinkle asked for an update on the stairs to the High School. He expressed concerns regarding the path that the kids are taking. Steve stated that we provide sidewalks for every school. We cannot stop them from taking some other path. Councilor Hinkle stated we need to look into getting the issue resolved.

Councilor Moss asked about the property schedule and if it is updated? Teri explained that yes the list of property is updated regularly but no one caught that the sign was not on the list. [Teri, Steve and Darren plan to sit down with the list and try to ensure that everything is included.](#)

## J. EXECUTIVE SESSION:

Council went into executive session at 8:30 under ORS 192.660(2)(e) Real Property Transactions to consider the Sundown project.

**Council returned to open session at 8:36. On a motion by Councilor Doherty and seconded by Councilor Hinkle, Council agreed to direct staff to move forward with the Sundown project. All present voted yes.**

## K. ADJOURNMENT

On a motion by Councilor Deno and seconded by Councilor Hinkle , Council agreed to adjourn at 7:43pm. All present voted yes.

APPROVED \_\_\_\_\_

ATTEST \_\_\_\_\_