

**Regular Council Teleconference Meeting (Zoom)
November 17, 2020**

Members in attendance were Mayor Linda Spencer, Council Vice President Delena Oden, Councilor Loren Oden, Councilor Anna Huerta, Councilor Alvin Thompson and Councilor Stacy Equitz. President Trish Callahan was absent.

Staff attended was Treasurer Katie Misfeldt and City Recorder Lori Paxton.

Councilor Equitz made a motion to open the meeting at 6:57 pm. Councilor Huerta seconded. All ayes motion carried.

Previous Minutes: Vice President Oden made a motion to approve the minutes. Councilor Equitz seconded. All ayes motion carried.

Review and Payment of Bills: Councilor Equitz made a motion to approve the bills. Vice President Oden seconded. All ayes motion carried.

COVID -19: City Recorder Paxton explained that a new rule, COVID - 19 Rule #OAR 4370010744, OSHA is requiring all counties and cities to establish a Covid – 19 Risk Assessment and Control Plan by December 7th. She said we could approve the guideline handout tonight and then she and the mayor would start creating a Covid – 19 plan that would fit for Butte Falls employees. **Council Huerta made a motion to adopt the state plan and modify it at a later date. Councilor Thompson seconded. All ayes motion carried.**

Fire Management Assistance Grant Update: Treasurer Misfeldt said there are 3 different grants she is working on right now and she attended a training class via Zoom to learn about filling out these grants.

The first grant is to recoup money for lost wages, paid time out, equipment loss, truck repair and her time in applying for these grants. The second grant is Hazard Prevention and we are applying for 2 generators. The third grant is called FMAG and it is for fire expenses for 2021 that she is working on. Mayor Spencer said we are trying to get reimbursed for our expenses during the wildfire emergency, but the council does not have to take any action on these grants yet. City Recorder Paxton said if we get approved, resolutions will be presented for council approval.

Council Training: City Recorder Paxton said the League of Oregon Cities is providing free mandatory classes called Elected Essentials workshops. This includes council responsibilities, ethics, meetings etc. For those councilors that don't have a computer, you can use one at city hall. The next date for our region is Dec 4th.

Mayor Spencer said we will not be able to recess in the month of December because we still need to approve our audit report for last fiscal year. Our auditor should be sending us a draft report by the end of the week. So we will just hold our regular meeting on the 15th.

Department Reports: Copies of all reports are available at city hall for review.

Councilor Equitz asked about the \$1,500 Accent Spa expenditure, a 500 gallon chlorine bulk tank installed at the sewer plant. She wanted to know who approved it. Since Chris Bray was not in attendance at the meeting, Mayor Spencer said she would check on it and get back to her.

Councilor Equitz inquired about the new generator for the lift station. Mayor Spencer said the new one will replace the one we had to rent due to the wildfire emergency.

Mayor's Report: Mayor Spencer said she would like us to become a FireWise Community. We would be working with the Oregon Department of Forestry and they will give us guidance on how to keep fire from our boundaries. She said she toured our area with Fire Chief Jeff Gorman to see what needs to happen. She asked Councilor Equitz to help her with the project and Councilor Equitz agreed.

Vice President Oden asked if our new police officer was still being trained with Officer Solenberger on patrol? Mayor Spencer said yes, but she has told Officer Solenberger that she wants a new work schedule from him, showing he will be training half time and the other half Officer Curtis will be on his own.

Councilor Equitz reported they are working on getting the new computer installed in the patrol car and when that is done, Officer Curtis will have his own car.

Vice President Oden voiced her concerns about all of the dogs at large around town and the ongoing problems we have with people speeding. She said a lot of citizens are upset that it continues to happen. It continues on weekdays, nights and holidays. She feels that too much time is being spent away from town and not in town.

Councilor Equitz said we should be calling Jackson County Animal Control for the dog issues. Vice President Oden felt that we should use our own ordinance first before call the county. Mayor Spencer said since we do not have an code enforcement officer now this will be put into the police hands to deal with.

Mitigation Report:

Vice President Oden talked to the council members about getting mandatory training through the FEMA website. She said the councilors all have their ICS-100 certificate, but it is advisable to take the ICS-200 class. They could also retake the 100 class for a refresher. Councilor Equitz and Treasurer Misfeldt said they would take both courses.

Mayor Spencer asked Treasurer Misfeldt to set up the mitigation committee on Zoom for their meetings from now on.

Councilor Huerta made a motion to adjourn the meeting at 7:40 pm. Vice President Oden seconded. All ayes motion carried.

Minutes submitted by City Recorder Lori Paxton.