

**Regular Council Meeting  
January 21, 2020**

Members present were Mayor Linda Spencer, President Trish Callahan, Vice President Alvin Thompson, Councilor Delena Oden, Councilor Loren Oden, Councilor Stacy Equitz and Councilor Anna Huerta.

Staff present was Town Treasurer Katie Misfeldt, Public Works Officer Chris Bray, Fire Chief Jeff Gorman and Planning Commission Chair Rodger Hayden .

Audience in attendance was Lyle Boseworth and Mike Myers.

**Mayor Spencer opened the meeting at 7:01 pm.**

**Pledge of Allegiance**

**Councilor Code of Ethics:** Mayor Spencer asked the council to review the code of ethics and return the signed copies.

**Election of Council Officers: Councilor Huerta nominated President Callahan for another year. Councilor Equitz seconded. All ayes, motion carried. Councilor L Oden nominated Councilor D Oden for Vice President. Vice President Thompson seconded. All ayes, motion carried.**

**Previous Minutes: Councilor Huerta made a motion to approve the previous minutes. Councilor Equitz seconded. All ayes motion carried.**

**Bills: President Callahan made a motion to approve the bills. Vice President D Oden seconded. All ayes motion carried.**

**Business from the Audience:** Sandy McConochie has requested that the council waive her water & sewer late fees in the amount of \$213.75. Sandy was not at council to speak on the matter. Treasurer Misfeldt explained that roughly a year and a half ago Sandy fell behind on her water bill. She has paid monthly for the past year. Due to when Sandy receives her checks she continues to pay late and receive late fees. Sandy has come to an agreement with the Mayor to pay by 8 am on the 5<sup>th</sup> of each month to avoid fees from now on. After a discussion the council would like to review our W/S billing policy and how we handled a similar request prior on the Myers property before a decision is made.

Mike Myers is requesting a variance to approve a family currently staying in an RV on his property for 60 days. There was a discussion on location and purpose of the variance request. **Councilor Equitz made a motion to approve the variance for 60 days. President Callahan seconded. All Ayes, Motion Carried.**

Barry Holms and Anna Huerta are asking the council if they need a fence permit for a fence that was constructed between 443 and 451 Broad Street. Barry Holms was not present nor was the adjacent property owner Marc Ellis. Anna spoke to the council about the fence permit in question asking for the fences to remain as is without the signature of the current property owner on a fence permit. Anna also stated that she is in conflict with the towns code enforcement officer and town recorder and therefore does not know what to put on the annual conflict of interest agreement for the councilors. Anna also stated that due to the finding of the survey they paid for she she would like to extend the fence to wrap their property line. There was a discussion. Mayor Spencer stated she has talked to our lawyer about this and he had said the towns only concern in this matter is if the fence is compliant with town code and has a legal fence permit. Councilor Equitz suggested the property owners seek

mediation and return to the council with an agreement on the fence permit. The council agrees to return to this matter at a later date.

**Resolution #358.10:** A resolution renewing the annual “Conflict of Interest” for the councilors. **Councilor Equitz made a motion to approve the resolution renewal. Vice President D Oden seconded. All ayes motion carried.**

**Administration:** Recorder and Treasurer reports are available at city hall for review. The Town Treasurer asked the council to sign the annual Corrective Action Plan for deficiencies noted in the audit. She informed the council there are two deficiencies that will be noted yearly. The council agreed to sign the letter addressed to the State.

**Fire Department Update:** Fire Chief Jeff Gorman informed the council that they have found the brush truck they want to purchase. There was a discussion and an agreement to spend the available funds set aside for this purchase from the FD Fund and any extra expenses will come from the FD Vehicle Maintenance line item. He also told the council they would like to apply for a grant to purchase new base station radios and hand held radios. **Councilor Equitz made a motion to approve the FD to apply for a grant for radios. Councilor D Oden seconded. All ayes, motion carried.**

**Police Department Update:** Officer Josh Solenberger's monthly report was available for review. The council said they would like to see dates added to his reports in the future.

**Public Works Update:** Public works officer Chris Bray had provided a report and an update. Councilor Equitz asked if we can make it a priority to fix parking bumpers. A copy of the PW report is available at city hall upon request.

**Safety Committee Update:** The council asked if we can check the play equipment for safety, remove the sleeping bag from the structure and check the structure for shaking.

**Councilor Reports:** President Callahan and Councilor Huerta attended a code of ethics meeting and shared some of what they learned there. Councilor Equitz shared that she is pricing tires for the police car and found that we qualify for state discounts. She would like to make sure that a road hazard kit and tire chains are in the PD vehicle as well. She is also working with Camy at Medford PD to see if they can donate a truck to our Dept.

**Mayor’s Report:** A copy of the Mayor’s Report is available at city hall upon request. Mayor Spencer gave a brief update on progress with the land acquisition and the fireside chats associated with the planning portion.

**President Callahan made a motion to adjourn the meeting at 8:32 pm. Councilor Equitz seconded. All ayes motion carried.**

Minutes submitted by Town Treasurer Katie Misfeldt