

**Regular Council Meeting Thru Zoom
March 16, 2021**

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

Staff present was Treasurer Katie Misfeldt, City Recorder Lori Paxton and PC Chair Lyle Bozworth. Audience was PC member Roger Hayden and County Commissioner Colleen Roberts.

President Callahan made a motion to open the meeting at 7:01 pm. Councilor Equitz seconded. All ayes motion carried.

Previous Minutes: President Callahan made a motion to approve the minutes. Councilor Thompson seconded. All ayes motion carried.

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

Department Reports: Administration – A copy of this report is available at city hall upon request. Treasurer/Budget Officer Misfeldt said the draft budget is done and she will meet with the department heads in the next two weeks. She said next month she will begin transferring money to the CPE fund to cover the cost of the generator rental from last year. It should take about 10 years to pay it back.

Planning Commission: Chair Bozworth said the commission has created an application and guidelines for installing a fence or dog kennel, and revised the permit. City Recorder Paxton said since the permit is included in our zoning ordinance, we will have to hold a public hearing to amend the permit. The permit is also listed in the variance section of the ordinance and that will have to be changed. As the ordinance states, anytime you want to install a fence you have to hold a public hearing first, and to her knowledge that has never been done. She also stated the planning commission decided to leave in the neighbor's signature line. There was a lengthy discussion, pros and cons, about the neighbor's signature line, whether to leave it in or take it out.

Vice President D. Oden ask if the \$20 fee was non refundable and if it is then it should state that on the application. City Recorder Paxton said it is non refundable and she would add that in.

Councilor Equitz asked if we really needed a permit for a dog kennel. City Recorder Paxton said no one has ever paid for one. Mayor Spencer suggested taking it out of the permit and the ordinance. Councilor Huerta asked if anyone knew how many dogs a household can have? No one knew the answer. A brief discussion ensued about removing the dog kennel permit from the ordinance.

Vice President D. Oden made a motion to approve the application with stated changes, (add non refundable fee and remove dog kennel), and also approve the guidelines. Councilor Huerta seconded. All ayes motion carried.

PC Chair Bozworth said the \$20 fee is only for a plan review of the proposed project, not for the permit. City Recorder Paxton asked if the council wanted to add an additional permit fee? President Callahan said no to the additional fee, but it should state in the application that the \$20 goes toward the permit process. And if the plans are revised, then another fee will be added. Council discussion it further. **Councilor Huerta made a motion to rescind the previous motion to approve. Councilor Thompson seconded. All ayes, motion carried. Councilor Huerta made a motion to include the new wording regarding the additional fee. President Callahan seconded. All ayes motion carried.** Council decided to send back the application to the planning commission to redraft.

Easement Request: City Recorder Paxton explained the request for an easement by Denise Henninger, who lives at 310 Fir Avenue. She is in the process of selling her property. The issue is Fir Avenue stops at her property line, so she does not have a driveway. She needs the easement included in her sale documents. After the council reviewed the maps and the easement agreement, **Vice President D. Oden made a motion to approve the easement. President Callahan seconded. All ayes, motion carried.**

City Recorder Paxton asked if April 27th at 7:00 pm was a good time to hold the public hearing and the council agreed. She said she would put a notice in the water bills.

Forest Commission: President Callahan said the commission met to have the land put back as forest residential. Mayor Spencer said we are still trying to find money to purchase the rest of the land. Oregon Parks & Recreation turned us down and we were not a good fit for OWEB. We will start working on the Oregon legislature and try maybe try for a state match.

Police and Public Works: A copy of these reports are available at city hall upon request.

Mayor's Report: A copy of this report is available at city hall upon request. Mayor Spencer stated she is almost done with the employee evaluations and said we have an excellent staff. Mayor Spencer said she would like to schedule a work session with the council and Fire Chief Jeff Gorman to go over wildfire emergency protocol. We will review our emergency ordinance at that time. A work session was set for March 30th at 7:pm held by Zoom.

President Callahan made a motion to adjourn the meeting at 7:52 pm. Councilor Equitz seconded. All ayes motion carried.

Minutes submitted by City Recorder Lori Paxton.