

THE COMMON COUNCIL OF THE CITY OF ECHO HELD A REGULAR MEETING ON THURSDAY, SEPTEMBER 20, 2018 AT 4:00 P.M. AT THE OLD VFW HALL, 210 W. BRIDGE ST., ECHO, OREGON.

COUNCIL PRESENT: Jeanie Hampton, Janie Enright, Jerry Gaunt. Karl Jensen, Tammie Williams, Gayle Yoder

ABSENT: Robert Harris

STAFF/CITY CONTRACTORS PRESENT: Diane Berry, City Administrator-Recorder, Darin Tuil, Public Works Director, Peggy Haines, City Clerk. Bill Kuhn, Kuhn Law.

OTHERS PRESENT: Alvin Umphres, Mel Wagner, Kent & Laura Madison, Dick Yoder, Jason Sperr, Randy Sperr, Michael Duffy, Jessie Holben, Dana & Pam Reese, Joe Ramos arrived (4:38 p.m.)

CALL TO ORDER: The Mayor led the Pledge of Allegiance and the meeting was called to order at 4:03 p.m. The sign-in sheet was passed around for those attending to sign-in.

APPROVAL OF MINUTES: Tammie Williams said she had asked that the letter from the state audit division be part of the minutes and it was not included. Berry said the page would be placed in the minute book as a page, but would not be scanned or typed verbatim. Williams said she had asked that it be noted that the certified letter from the audit division to the council was held and not delivered to them until it was in last month's council packet. Berry said the minutes are not verbatim, but a summary of discussions. The mayor said the state is only holding 10% of stated shared revenues, not all of it, and it would be returned once the audit is received. Williams said Amy, the audit division employee she talked to, said the most important thing for the council to remember is they are accountable to residents and tax payers. Williams recommended that the city cross train an employee to be able to do the city administrator and clerks positions. Williams read through notes that she wanted included in the August minutes. Berry responded to William's comments from Amy stating the city should require two signatures on checks. Berry said if Amy had looked through any of our audits she would already know that two signatures are required for all accounts but the Recorder's Trust account. Jerry Gaunt moved and Karl Jensen seconded a motion to adopt the council minutes from the August 2018 meeting as corrected. Vote: all ayes.

Public Comments: None

OKTOBERFEST: Mike Duffy, Kiwanis, came asked for permission to close a section (per map) of North Bonanza Street for the Kiwanis Oktoberfest. Nookies & H & P

Café' will be providing alcohol service. Dana Reese commented that he thought the council limited alcohol service to Echo businesses. The mayor stated that was not part of the city's process to select alcohol providers for the Kiwanis event.

Duffy said the Kiwanis did check with the church and fire department about closing the sections of North Bonanza adjacent to their buildings and they did not have a problem with this. He also asked about hanging a banner on Main Street. Berry said they needed an ODOT permit. Duffy said they have that and need city sign off on it. Jerry Gaunt moved and Janie Enright seconded the motion to provide a street closure/noise permit, the Main Street banner approval, and permission to hold Oktoberfest on North Bonanza Street on October 20. Vote: all ayes.

St. Peter's: Duffy brought up the city's relationship with the Fort Henrietta Foundation regarding St. Peter's Catholic Church. Berry said the foundation own St. Peter's and the Chinese House Museum. Its Articles of Incorporation provide that when the foundation dissolves its remaining assets go to the city. The buildings are covered by city insurance since as historic buildings it is hard for them to obtain insurance. The foundation reimburses the city for the annual cost. St. Peter's will soon be turned over to a new private foundation, but would like the city to continue to provide the insurance. The China House Museum building belongs to the foundation, but the land it sits on is the city's. Berry and Duffy suggested that the council think about this relationship and continuing the partnership.

RESOLUTION #451-18: Berry said that the resolution will increase the sewer rate. She has proposed raising the fee in two installments to cover the anticipated loan repayment and operation & maintenance costs for the sewer system when upgraded. However it is not be on the agenda for final approval until the October meeting. The proposed resolution includes a door hanger fee as discussed in August. Berry had passed out a memo to the council explaining why she feels it would be an unwise decision to stop doing the shut off notices door to door. Adding the door hanger fee was proposed during last month's discussion of the late notices. The council indicated they wanted to hold off on the door hanger fee.

Tammie Williams asked about non-residential rates. Berry explained that there was a school rate and a commercial rate as well as residential rate. We presently don't have an industrial rate and if such a business came to town they would have to negotiate a rate with the council. The commercial rate applies to businesses and both wineries. It is the same base as residential, but any water usage over 20,000 gallons each month is charged an addition \$.20 per 1,000 gallons of water usage.

NORTHGATE: Kent Madison says they have cost estimates in for most of the improvements required for the development now that the city has completed the

System Development Charge Study.

The proposed Zone changes were discussed, Bill Kuhn, city attorney, advised on some of the steps required to pursue this. (Joe Ramos left)

SYSTEM DEVELOPMENT CHARGES: The study developed a methodology for charging new development their fair share of the improvements such as water and sewer systems that rate payers have funded over the years. The study will be formally adopted after the city holds a public hearing and a resolution adopting the fees. Kuhn discussed what will need to be done. Engineer calculations look at charges for other uses besides residential use.

Williams questioned the costs and dwelling units. A single family dwelling is one equivalent dwelling unit (edu) other users such as motels and RV parks are compared and may be a fraction of an edu per unit. Madison feels it is pretty reasonable compared to what many others have charged. Madisons left at 4:52 p.m

POLICE REPORT: Reviewed.

GOLF COURSE: Copies of Randy Sperr, golf course manager's profit and loss statement and other support documents were provided to the council. Sperr talked about profit and loss. He said he loves what he does, but it isn't because he makes a lot of money. He has expenses for insurance, credit card fees, and wages. He said the council may not be aware, but the large shed in the center of the course by #7 green was something he built at his own expense. He also bought his own mower for mowing around the greens. He explained that a new greensmower and fairway mower are needed. He can "cobble" together the greensmower for a while, but a new fairway mower is needed by next season. It costs a lot to keep the course and equipment going.

A swimming pool was mentioned. That is not something Sperr would be interested in managing.

We do have a lot of people from Echo who play he said and we get a lot of travelers, who are all very complimentary. We have a lot of charity tournaments and he doesn't make money on these. Two are the Echo Quarterback Club and Special Olympics. He has good help right now. Sperr has been the manager for 31 years. Karl Jensen said he appreciates having him at the meeting to tell them about what is going on.

Sperr said has looked into people who might be interested in taking over when he retires, but young people coming out of college can make over \$36,000 per year as

an assistant superintendent without incurring any risk or expense.

Thielsen Street: The project is done except for some cleanup and signage. The council asked Berry to send a note to the contractor about the great job they did. Berry said most the trees along that section of Thielsen will have to be replanted next spring.

Public Works II: Berry said that Trevor Morris has accepted a job as the assistant public works employee in Stanfield. However he will cover for Darin Tuil while Tuil is on vacation. The city will continue to pay him for those hours and the vacation owed him. Tuil thinks he can get by until spring with maybe some part time help for some projects. The job market is very competitive and our pay scale is low. Stanfield will act as back up operator as we are required to have a certified operator on call at all times.

Jensen asked if the city will have as much need for an assistant or certified assistant when the sewer upgrades are completed and we are sending effluent to Stanfield. Tuil said the amount of testing will be less than currently but we still will need a certified operator on call at all times and a certified water operator. Berry said we have told Trevor to feel free to come knocking if things don't work out. The mayor suggested looking into contracting out some of the work such as mowing.

ADMINISTRATOR'S Report: Looking into contracting or outsourcing some of the recorder's work was also discussed. The mayor said we do have a couple of people in town who could probably do some of the financial work such as posting.

NEW BUSINESS: Williams said things are going to be changing and she suggests forming a committee to look at our future and where to get money to operate. She made a comparison to Levenworth, Washington. She wants to ask people who have experience in these areas such as Gary Neal at Port of Morrow to sit on the committee. The mayor said the League of Oregon Cities has programs and consultants who can help. She suggested going to LOC workshops. She doesn't want to see us lose our small city feeling even with the change.

ADJOURNMENT: There being no further business before the council Yoder moved Jensen seconded the motion to adjourn. The meeting was adjourned at 5:23 pm.

Respectfully submitted,

Eujeana Hampton/Mayor

Attest:

Diane Berry/City Administrator-Rec.