CANYONVILLE CITY COUNCIL

MEETING MINUTES

**REGULAR SESSION 7:00 P.M.**

**MONDAY, AUGUST 21, 2023**

**REGULAR SESSION**

 **I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

Mayor Morgan called the meeting to order at 7:00 p.m. and all joined in prayer and the Pledge of Allegiance.

**II. ROLL CALL:**

COUNCIL PRESENT: Mayor Morgan, Councilors Barton, Freeman, Morgan, Mather, O’Sullivan, and Suhr.

COUNCIL ABSENT: None.

STAFF PRESENT: Administrator/Recorder Bennett and Finance Deputy Recorder Rogers.

 STAFF ABSENT: None.

**III. AGENDA REVIEW AND/OR ADDITIONS:**

Additions: None

**IV. CONSENT CALENDAR:**

Minutes for 8-21-2023 Regular Council Meeting: **Stand approved.**

**V. REPORTS**

**1.** **Sheriff’s office report**.

This month in Canyonville the Sherriff’s office received 270 calls for service, 37 reports, 26 criminal citations, 19 arrests and 48 traffic stops.

 **2. City Administrator Report**

Public Works have been busy striping parking lanes down Main St and getting the park ready for Pioneer Days. Business owners and volunteers have power washed sidewalks in front of each downtown business. The Applegate Trail kiosk had to be removed due to rotting wood from water damage, a claim was sent to insurance. Staff met with the city IT person regarding a new phone service that will save the city $4913.00 a year and he will also investigate a new city website design. City staff have been getting quotes to replace the unsafe awning in front of City Hall, this will be brought to Council for approval. The homeless ordinance is now in effect and staff have been working to keep the homeless in compliance with the ordinance. Staff will be working on the water rate increase plan starting the day after the Council Meeting.

**3. Mayor’s Report**

Mayor Morgan met with Administrator Bennett to discuss several topics including the lease agreement with The Family Development Center on Sabath Way and the breakdown of cost for the City’s janitorial services as requested by the Budget Committee. A final report and breakdown of cost for the sewer plant, along with a final date of removal for the employee truck and boat. The Council agreed the City’s website needs updating, Dawn is talking with Computer Solutions for the update. Dawn will have a report prepared for water plant upgrade steps and a draft ordinance for derelict vehicles. Dawn’s performance evaluation is on hold until Councils decides on the proper format to use. Mayor Morgan spoke about her experience at the Oregon Mayor’s Conference and thanked City staff and volunteers for sprucing up the north and south parking lot at City Hall.

**4. City Project Priorities**

Administrator Bennett created a City Project Priority list, current active projects include O’Shea raw water line, Hamlin Bridge repair, Safe Route to School project and storm water mapping. Infrastructure project requiring immediate attention: Water plant infrastructure upgrade. To start this project city staff must work on water rate increase projections over all water rate codes. Other projects that need attention are as follows: Wrecked or abandoned vehicle ordinance (this will be on Sept 2023 agenda), create sidewalk and right of way ordinance, derelict building ordinance and procedure and policy manual. Administrator Bennett asked if the Council members agreed with the order of these priorities, all Council members agreed with this plan and agreed that infrastructure is the top priority.

**5. Main Street Report**

 Mike Kelley spoke, he said volunteers are working on straightening the flag poles in front of City Hall. The cost to remove and replace is $12,000 so the decision was made to repair rather than replace.

**VI. UNFINISHED COUNCIL BUSINESS**

 **1. Canyonville Library – City Hall Renovation Project 2023-2024**

Linda Joyce spoke**,** she confirmed that the library received a $7500 grant from The Ford Family Foundation, plans for an LED City Hall sign and park swings will not work out due to cost. The library instead asked The Ford Family Foundation if the grant money could be used for different signage and ADA compliant doors for the library and city hall. Big Game Ink has created signs for city hall and the library for a total of $350. Linda said they are awaiting news on the T-Mobile Grant; this could take 6-8 weeks.

 **2. Public Improvement Project Status**

Administrator Bennett’s went over City Project Priorities, see above.

 **3. Current Abatements**

 Signs at 315 S Main have been taken down.The owners of 167 Phillips have someone that will be taking the two vehicles that are left and will be cleaning up the junk. The motorhome is gone from 230 Sunset. The Indian Taste restaurant have not been piling trash outside and were sent a letter to get a dumpster or garbage cans with lids. The owner at 287 James removed the rooster from the property and was told that they needed a permit for the chickens. Staff spoke with Raymond Brown regarding tall grass and vehicles at 670 Main St. 613 Main second letter was mailed. Grass is cut on the corner of Byron and Canyonville Riddle Rd. Canyonville School cut grass inside the fence but still has weeds on 1st St. A letter was sent to Fry’s Auto Body regarding car parts be stored behind the building and they tarped the truck as the owner is still making payments for repairs. County Code Enforcement were contacted regarding the person living in the apartment above 430 S Main St., they cannot cite anyone until they can identify who is living there. The garbage has been removed. A second letter has been sent to 495 W 1st St to finish trimming shrubs and remove awning.

**VII**. **NEW COUNCIL BUSINESS**

 **1. Amending the Homeless Camping Ordinance No. 661**

 To protect our school children from profanity, aggression, illegal activities, and obscene gestures we need to add 500 ft distance from schools and 50 ft from the nearest edge of Canyon Creek, to Section 9.36.020 to Homeless Camping Ordinance 661. A line was added under section 9.36.020 Prohibited Camping number A5 that states, “Place: Except as expressly authorized by the City of Canyonville Municipal Code, it shall be unlawful for any persons to establish or occupy a campsite at any time on the following Public Property: A5. All public property located within 500 feet of a school and A6. Within 50 feet of the nearest edge of Canyon Creek on public property. Mayor Morgan requested to add lines 6,7,8, and 9 to Section 9.36.030.

**Councilor Barton moved, and Councilor O’Sullivan seconded a motion to Adopt Ordinance No. 661 amending Chapter 9.36 with the following additions: Section 9.36.020 adding A5. All property located within 500 feet of a school, and A6. Within 50 of the nearest edge of Canyon Creek on public property and Section 9.36.030 add lines 6,7,8, and 9 to the Canyonville Municipal Code. Mayor Morgan, Councilors Barton, Freeman, Morgan, Mather, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **2. South County Community Center Lease Contract Renewal**

The South County Community Center currently leases to Umpqua Athletics and Family Development Center/Douglas County Relief Nursery, with the current lease term of $1 a year plus $1000 for minor repairs. Shelly Martinez spoke about Umpqua Athletics’ desire to continue leasing the building.

 **Councilor Barton moved, and Councilor Freeman seconded a motion to approve a one-year lease agreement with Umpqua Athletics and the Family Development Center/Douglas County relief Nursery for a rental fee of $1.00 plus $1000.00 for minor repairs. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **3. Ordinance No. 662-Avista Utilities Franchise Agreement**

The natural gas franchise agreement with Avista Utilities will be expiring on October 1, 2023. Steve Vincent was present and gave some background information on the previous Avista Utility Agreement and Avista’s desire to extend the agreement. The franchise grants the utility the right, power, privilege, and authority to enter upon all roads, rights-of-way, streets, alleys, highways, public places, or structures, lying within the franchise area to locate, construct, operate and maintain facilities for the purpose of controlling, transmitting, and distributing gas to customers in the franchise area.

**Councilor Barton moved, and Councilor O’Sullivan seconded a motion to approve Ordinance No. 662 approving a second ten-year extension of the natural gas franchise agreement with Avista Utilities. Mayor Morgan, Councilors Barton, Freeman, Mather, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **4. Bee Keeping Ordinance No. 660**

Ordinance No. 660 is amending Chapter 8.04 by adding Section 8.04.035 for beekeeping, which covers all the requirements that must be meant by the homeowner to be able to have hives in the residential zoning area of the city. Chapter 8.08 is also being rescinded in Ordinance No. 660.

 **Councilor Barton moved, and Councilor Suhr seconded a motion to adopt Ordinance No. 660 amending Chapter 8.04 with the addition of Section 8.04.035 Keeping of Bees for Personal Use and Rescind Chapter 8.08. Mayor Morgan, Councilors Barton, Freeman, Mather, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **5. Water Plant security camera quote**

The quote for the installation of 5 dome cameras, cabling to all cameras, 8 channel recorder with hard drive storage in the water plant office, and configuration and setup comes to $5305.24. Councilor O’Sullivan suggested staff find out how and where the cameras are backed up. Councilor Suhr would like future discussion regarding additional security measures for the water plant perimeter.

 **Councilor Barton moved, and Councilor O’Sullivan seconded a motion to approve the NEXCom Networks quote for the installation of a 5-dome camera system at the water plant for a cost of $5305.24. Mayor Morgan, Councilors Barton, Freeman, Mather, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **6. O’Shea Raw water line repair**

 To fix the leak in the O’Shea water supply line and make it easily accessible for future repairs, the line will need to be rerouted 260 feet around the developed property its currently running through. The engineer’s estimate of the project is $90,776.00 and can be covered under the ARPA Grant due to it being a major transmission line and the City’s only alternate source of water.

 **Councilor Barton moved, and Councilor Freeman seconded a motion to approve the project to replace the O’Shea water line for $90,776.00 and use the ARPA money. Mayor Morgan, Councilors Barton, Freeman, Mather, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **7. Intergovernmental agreement with Douglas County for RV storage**

With the adoption of the new camping ordinance, the city will need a place for the illegally parked motorhomes and trailers to be towed after the 72-hour notice has expired. The city can enter into an agreement with Douglas County Public Works to have the vehicle towed to the landfill to be held for 30 days and after 30 days the County will dispose of them. The cost can range between $220 and $300.00 depending on the tow company and a $10.00 per day charge for 30 days.

 **Councilor O’Sullivan moved, and Councilor Barton seconded a motion to approve the intergovernmental agreement between Douglas County and the City of Canyonville provided 2.2 is stricken from the contract or replaced by an agreement that the County will pay for disposal. Mayor Morgan, Councilors Barton, Freeman, Mather, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **VIII. QUESTION AND COMMENTS FROM THE AUDIENCE**

 Marge Walker voiced her concerns about the homeless population and wants to make sure the City will get bids for the O’Shea water line repair. Brad Taylor said now that we have trimmed the bushes away from the fence on Reed St it causes trash to accumulate from the north winds. Mike Cox thinks the hardware store has too much stuff on the sidewalks. Linda Grace voiced her opinion over a conversation she overheard in Canyon Market between two citizens. Bruce Knowlton thanked City staff for getting the complaints completed.

**X. ANNOUNCMENT**

 Council Meeting September 18, 2023

 Planning Commission September 13, 2023

**XI. ADJOURNMENT**

**Councilor Barton moved, and Councilor O’Sullivan seconded a motion to adjourn the meeting at 8:52 pm. Mayor Morgan, Councilors Barton, Mather, Freeman, Morgan, O’Sullivan, and Suhr voted “yes.” No “nays.” The motion carried.**

 **Meeting adjourned at 8:52 pm**

ATTEST:

 Christine Morgan, Mayor

Dawn Bennett, City Administrator/Recorder