

CITY OF MORO
MINUTES OF August 6th, 2024
REGULAR COUNCIL MEETING

Written minutes may not contain a verbatim record of meeting events. If clarification or additional specific information is desired, please reference any available audio recording.

The Moro City Council met for a regular council meeting, on Tuesday, August 6th, 2024; at 7:00 PM. The following were present: Mayor Bert Perisho, Council President Andy Anderson, and Councilor James Alley. City Staff: Dan Meader- Tenneson Engineering/AKS, Brad Baird- Anderson Perry, John English- Director of Public Works, and Brittany Wood- City Administrator. Residents: Roberta Aldrich, Juston Huffman, Charlie Hogue, Susan Hogue, and Randy Francis. Remote Attendees: Council Member Travis West, and caller 541-xxx-xx30. Excused absent: Councilor Bryan Cranston.

CALL MEETING TO ORDER

The council meeting was opened with the Pledge of Allegiance and called to order at 7:00 PM by Mayor Perisho.

CONSENT AGENDA-MINUTES-BILLS-FINANCIAL REPORT-

The minutes from July's council meeting were reviewed, and a motion was made to approve the minutes as presented **(Anderson/ West) Alley abstained (absent at the last meeting) motion carried.** The financial report from July was reviewed for check # 13579-13605, 151509 with bills totaling \$41,537.02. A motion was made to pay the bills as presented **(Alley/ Anderson) motion carried.**

COMMENTS FROM CITIZENS (Agenda items ONLY)

None heard.

VISITORS – CORRESPONDENCE –

None heard.

OLD BUSINESS-

Project updates/ DWP staff report- DPW English informed the council of a premature stop that was reported at Hart Well. He indicated that the SCADA and PLC systems showed the system faulted with an overload, but on-site investigation revealed contradicting information. Historically, Hart Well pump was replaced in 2016 when the last failure happened. Contractors have been consulted and will determine if a new motor is needed, a voltage regulator will be installed when the repair is made. (DPW staff report paused for the scheduled Public Hearing)

Public Hearing 7:05 PM- Charles and Susan Hogue

Mayor Perisho read the public hearing procedure, to inform Mr. and Mrs. Hogue and those in attendance of the process. A motion was made to leave the regular meeting and open the public hearing **(Anderson/ Alley) motion carried.**

Call for abstentions- None Heard.

Objections to Jurisdiction- No challenges were heard from the audience.

Staff report- Dan Meader, with Tenneson Engineering, referenced his staff report and summarized that Mr. and Mrs. Hogue own 2 lots in Block 25 of Morrow's First Addition, specifically lots # 4 and 5 located at 5th and Hood Street. The property hadn't yet been assigned a physical address and is not

currently served by utilities. Mr. and Mrs. Hogue's lots are zoned Agriculture and have different setback requirements than the Residential zone. Mr. Meader shared that the city is working to rezone this paper plat of land as Residential. The Hogue's applied for a Conditional Use Permit for a non-farm dwelling in the Agriculture zone and additionally applied for a variance for the front yard. Mr. Meader informed the City Council that there were not any issues with this application and that his suggestion to the council was to move forward to approve the application. Mr. Meader noted it will become the obligation of the property owner to install utilities, and suggested a deferred development agreement be utilized so that when building permits are issued for the last house in the paper plat, the property owners will be responsible for developing the streets in the development.

Proponents- Juston Huffman, representing himself and his wife, Amy Huffman, stated on the record that they were in favor of the council's approval for the proposed development.

Charles Hogue shared that he has had longtime dreams of residing in Sherman County, and he was excited about this opportunity.

Cross-examination of proponents- None Heard.

Opponents- None heard.

Cross-examination of opponents- None.

Public agency comments- None Heard.

Rebuttal evidence- None.

The council determined they had enough information to make a decision. At 7:13 PM a motion was heard to close the public hearing and to return to the council meeting **(Anderson/Alley) motion carried.** A motion was heard to approve the Conditional Use Permit for setbacks and variances as presented for Mr. and Mrs. Hogue. **(Anderson/ Alley) motion carried.**

DPW Staff report (continued)- DPW English provided a brief update on some ongoing projects including preparing for a fire hydrant replacement on Dewey Street, which will be a scheduled nighttime repair, to prevent interruption in the businesses. Other projects included the successful completion of the 3rd annual Harvest Fest, an on-site meeting with Mr. Huffman's contractor and engineer, and general maintenance at the cemetery. The Council was made aware that EPA has a new certification for DPW to complete by October 2024 which will include a lead service line inventory report; City staff has received support from a contractor that the State of Oregon has provided.

The last item discussed was the Shearer contract. Following the guidance given in the previous council meeting, City Staff presented the 4 recommendations, made by Brad Baird, to Shearer for review.

City of Moro- requested additions to the contract:

1. The materials price shall be valid for 45 days after being quoted by the Contractor. These 45 days will allow for Owner quote approval, 4 weeks for shop drawing preparation by the Contractor, and 1 week for shop drawing approval by the Owner to allow ordering of materials within 5 to 6 weeks of the quote date, all so no price increases occur.
2. After shop drawings are approved, materials ordered, and delivered on-site, the materials shall become the property of the Owner should the contractor fail to start the work within the timeline outlined below in item 3.
3. The Contractor agrees to start work on or within a few weeks after October 1, 2025. This keeps the reservoir in service during critical fire season (May through September) and adds about 16 to 18 weeks of additional time (additional time beyond the 39 weeks quoted by the contractor for shop drawings and securing materials) to allow the Contractor to schedule work crews to start

by October 1 to 14, 2025.

4. Contingent upon the manufacturing and delivery of all parts by October 2025; assuming the schedule outlined in item 3, if the work is not completed by January 30, 2026, Shearer Tanks shall be subject to a penalty of \$500 per day until the project is complete. This clause allows four months to complete the work, from October through January.

The conditions were reviewed by Tom Shearer, but only the first 3 were accepted. Mr. Shearer was uncomfortable accepting the clause with LD's. The Council discussed options to further negotiate the contract. Council President Anderson discussed adjusting the 4th clause to request uninterrupted work on the repair, once work begins. A motion was made to ask Shearer to remain on the job site once work is started, and if work is stopped/ if workers are pulled from the job, a fee of \$500.00/ day would be assessed. **(Anderson/_____)**. **Further discussion was heard.** Councilor Alley asked for a better definition of what the "start" of work would be defined as. The motion was amended to adjust the contract to require contractors to remain working on this project, and any delay from the time that DPW English is told to begin draining the tank would result in a fine of \$500.00/ day. **(Anderson/ Alley)** **The amended motion carried.** The council acknowledged the need to engage the contract, even if Mr Shearer was not willing to accept the proposed change. Staff was told to accept the contract with the 3 conditions if necessary.

City Hall Staff Report- CA Wood provided a brief update for multiple events and tasks that concluded in July including the city-wide yard sale and Harvest Fest. CA Wood thanked the council members, as all council members were at the event. The audit for FY 23/24 had been completed, and the draft financial statements were received and reviewed. CA Wood contacted Business Oregon with the contract from Shearer Tanks and additional funding was requested for the project. The Deed of Dedication for Mr. Harvey was corrected and the document was recorded with the County. A reminder was given to the council members that Mayor, Council positions 2 and 4 are all up for re-election; candidate information can be obtained at City Hall during business hours.

Project update for Department of Land Conservation and Development (DLCD)- Dan Meader, with Tenneson Engineering confirmed that task #1 is complete for the DLCD grant. To date, there are 4 tasks remaining for the project. Mr. Meader will address the history section of the document, and his assistant, Ms. Crawford, will work on the housing section. Once a meeting has been scheduled with program directors, Mr. Meader will let city staff know and the next task will begin.

Accept draft of Water System Master Plan (WSMP)- Brad Baird, with Anderson Perry, presented council members with the draft Water System Master Plan. It was requested that Mr. Baird submit the draft for review to OHA and the funding agency that provided grant funding for this project. The document covered in great detail, the need for a new municipal well and pump station, a reservoir, and new water meters including specific infrastructure upgrades throughout town. Further discussion was heard. The council requested Mr. Baird help coordinate a 1-Stop Shop Meeting to request funding for the complete WSMP project. Council President Anderson expressed his desire for the council to hold a public meeting to inform residents about upcoming changes that the city will be required to undergo. The expected changes will change from flat rate billing to a tiered structure based on water usage. Base rates would offer 7,500 gallons starting at \$54.47 / month, and then tiered rates for additional usage beyond that point.

Project update on ODOT- Small City Allotment/ Sidewalk replacement grant- Brad Baird with

Anderson Perry provided a draft of the sidewalks that will be replaced by the Small City Allotment Grant. Engineer Baird asked the council which placement was more desirable for the new sidewalks. Option 1- replace the existing sidewalks or 2- tie the new sidewalks into the pre-existing curbs on some of the street corners. CA Wood advised that the grant program awarded points for the replacement of hazardous sidewalks and that pouring sidewalks into a new footprint may exclude our project from grant funding. DPW English added that some of the streets feel bottlenecked, due to sidewalks that have been developed in past rounds of this program and that pouring the “new” sidewalk would narrow the margins of the street significantly. The Council agreed. It was determined that the bid package would include the replacement of the existing sidewalks where they lay and that the bid packet would be ready to distribute in December/ January.

Apex/ Vista/ Pinkerton Sanitation - Brad Baird, with Anderson Perry, reminded the council that the shelf-ready plans for the Apex/ Vista/ Pinkerton wastewater collection system were ready for use at any time. It was determined that an easement for a utility line to cross private property still needed to be completed. City staff will work to finalize the easement in the coming months.

Pipe Bursting/ Slip lining Highway 97 crossings- Brad Baird with Anderson Perry met with DWP English before the meeting and determined that there were 10 sewer crossings under HWY 97 which were all likely terracotta pipe. The existing crossings don't have manholes to allow access to view the condition of the pipe. DPW English and Mr. Baird will continue to work on proposals and further discussion for future meetings.

Water Rights Work- Brad Baird with Anderson Perry shared that he will conclude the certification for Griggs Well and City Hall Well for water rights to tie up the existing project.

FEMA- Resolution 2024-07 to join National Flood Insurance Program (NFIP)- Item tabled until September 2024.

AmeriTower Lease Extension- Buyout option for review- Item tabled until September 2024.

Parking Ordinance- further discussion/ revised draft consideration- Councilor Alley shared that while he missed the last meeting, he had heard a generally negative response to the Parking Ordinance from the public. Councilor Alley asked to withdraw the offer to help revise the Parking Ordinance. Council President Anderson shared his opinion that when a council member commits to do a task, they should follow through with the assignment. Item tabled until September 2024.

NEW BUSINESS-

Past Due Water/ Sewer- The status of 4 past due water/sewer accounts were reviewed. Disconnect notices will be delivered for past-due accounts after the 10th of the month.

Review Audit findings for FY 23/24- CA Wood shared that the on-site audit was complete, and there were two repeat findings.

1. The City lacks personnel with the ability to prepare financial statements in accordance with the accounting method selected by the City (modified cash). [No recommended changes were suggested by the audit firm; stating this happens in smaller municipalities.]
2. Due to limited staffing, complete segregation is not possible within the city. [Again, no changes in any staffing were recommended by the audit firm.]

CA Wood asked for permission to sign the acknowledgment letters and accept the adjusting journal entries that were recommended. The council permitted CA Wood to accept the draft documents. A full presentation by Accuity will be scheduled for a future meeting.

COMMENTS FROM CITIZENS CONCERNING ITEMS NOT ON THE AGENDA-

None heard.

GOOD OF THE ORDER-

Mayor Perisho- Thanked staff for the work put into the 3rd annual Harvest Fest event. He also asked staff to continue to monitor the property at 102 Bidwell Street with a large accumulation of garbage. Council President Anderson- shared that he found it troublesome that a council member would commit to taking on a task, but then withdraw the offer, based on the response of the public. Council Member Alley- Shared that he was representing the feedback provided by the community members. He offered to gather the requested information and present it at the next meeting. It was requested that all council members forward their thoughts on the Parking Ordinance to him within two weeks. Councilor Alley additionally requested that Council members to please be respectful with disagreements on certain issues.

ADJOURNMENT-

The meeting adjourned at 9:00 PM.

The next Council Meeting is scheduled for September 3rd, 2024 @ 7:00 p.m.

 Date 9/3/2024
Bert Perisho, Mayor

ATTEST:  Date 9-3-2024
Brittany Wood, City Administrator