

**CITY OF MORO  
MINUTES OF JULY 5, 2022  
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, Tuesday, July 5<sup>th</sup>, 2022; 7:00 p.m.. The following were present, Mayor- Bert Perisho, Councilors Andy Anderson, Bryan Cranston, James Alley, Travis West (Remote) ,Erik Glover-City Administrator (CA), Brittany Wood, John English-Director of Public Works (DPW), Kirk Fatland- Tenneson Engineering Planner, Meredith Smith- Timmons Law (Rep for Laterre Partners), Scott Belshe- Moro Fire , James Baisinger-Azure Standard, Heather Coffie- Azure Standard, Brad Baird- Anderson Perry, Roberta Aldrich, Stephen Hainline, Shirley Meyer, Shawn Simantel, Cindy Heater- Judah, Ernie Moore, Carey Hughes, David Stelzer. Remotely- 541-XXX-XX23, Nick G, 'annonnomus,' 971-XXX-XX50

Mayor Perisho opened with Pledge of Allegiance-

**CONSENT AGENDA-MINUTES-BILLS-FINANCIAL REPORT-**

June Minutes were not completed yet by (CA) Glover; Glover will prepare minutes and submit them via email in coming week. June minutes will be on August Agenda. There was a motion to approve June's bills and financial report, Totaling \$70,453.57 for check numbers 12997-113011 **(Anderson/Cranston)**

CA Glover added Road tax arrived from Sherman County late and the Financial report did not reflect the roughly \$15,000.00 deposit which arrived 7/5/22 in the mail. **Motion Carried unanimously.**

Public Hearing – Replat of Barnum Addition- for conditional use permit. Mayor Perisho read public hearing script, stating the quasi-judicial meeting procedure. All counselors introduced name and position. No reports of conflict of interest; no public challenges of council members by public. Staff report-shared by Kirk Fatland defined property location and the proposal to increase parcel size from .64 acres to 1.25 acre lot. Fatland discussed emergency vehicle access in the conditions of approval as discussed- After discussion approval was given for applicant to receive final plat approval. Fatland mentioned a correction to add to the document, tax lot 10200 to his previously mentioned staff report.

Proponents- Meredith Smith- Timmons law elaborated on the through lot concept and explained that her client was aware and willing to adapt to meet the conditions as presented. Smith stated that the parking lot does extend to the far back side of the lot and that her client looked at the conditions of approval and there was no concern from her client. Opponents- None. Neutral parties- None. Agencies- None Rebuttal- None. A motion was made to close public hearing **(Cranston/ Anderson) Motion Carried unanimously.** Meeting returned to public meeting.

A motion was made to approve the replat of Barnum Addition with the relevant proposed conditions of approval as suggested by Fatland. **(Cranston/ Alley)- Motion Carried unanimously.**

A motion was made to re-enter public hearing. **(Cranston/ Alley) Motion Carried unanimously.**

Public Hearing – Conditional use for preliminary approval allowing permit to construct new USDA office on proposed parcel. Mayor Perisho read public hearing script, quasi-judicial meeting procedure. All counselors introduced name and position- Anderson stated that he had received and reviewed the information as presented and he felt comfortable moving forward. No other Counselors reported conflict of interest; no public challenges of council members were made by the public. Staff report shared by Kirk Fatland- Referenced page 6; mentioned that this lot is in an AG zone. The lot size, setbacks, and 26' height limit were discussed. The proposed parking would offer 27 spots, 2 of which will be ADA. Public utilities would be city hook-ups. A suggestion was made by Fatland to add 1 bike parking spot as condition of approval. Equipment storage was discussed in addition to the gravel parking in rear of lot; as it dips into the back set back boundaries. This may limit parking and equipment storage-- No changes made to the site plan, just communicating that parking cannot happen in the back corner. Discussion was held that the applicant will be held to improve ditch for storm water runoff on the south side of the property and install a 12-18 inch culvert.

Anderson asked for clarification from Brad Baird if the pipe in this area will be replaced during future pipe maintenance work; Brad- No. The sewer line is in that general area, but we may want to update it eventually. It currently is an 18 inch, and the additional flow should not be an issue.

Proponents- Meredith Smith- Laterre Holdings LLC- “Good job Kirk with summary and addressing storage.” Smith said her client intends to minimally park an ATV or a vehicle in parking lot; at most 2 or 3 vehicles will be parked in parking lot and they are aware of boundary limitations on parking space in back side of property with setbacks. Smith asked Council for approval, knowing that client is aware of the setbacks with the replat. Opponents- None. Neutral parties- None. Public Agencies- Scott Belshe- Moro Fire Chief shared his concern with limited access and water. He mentioned the fire hydrant across the street and up the hill and asked if one should be closer and on the businesses side of the street? Further discussion was held on the accessibility of maneuvering a fire engine in the parking lot and it was suggested that an alternate access point which could provide an EMS only gate on the backside of parking lot off of Lone Rock RD could be an option. Applicant rebuttal- Meredith Smith- yes, both of those ideas seem safe and good suggestions, usually the client is willing to oblige with the safety suggestions. Alley asks Kirk if conditions need to be updated, Kirk says safe to add those conditions in, and include verbiage- CA Glover suggested updating verbiage to add the two conditions as proposed by Belshe.

A motion was made to close the public hearing- No more public comment **(Cranston/ Alley) Motion Carried unanimously.** Regular session re-entered.

A motion was made to approve the conditional use permit for the USDA building with updates to meet local fire code and access requirements **(Alley/ Cranston)**

Further discussion from Cranston in regards to Lone Rock Road, asked of the city has plans to chip seal it? It is within city limits. Anderson updates that the city does chip seal to city limits. Discussion held to decide if chip sealing the road is within the city's future. The road possibly needs some maintenance- not to encourage additional traffic, but to be sure that EMS can use the

road. Anderson suggested that the city will put this in maintenance plan and take a look at it in the future to determine if patching or maintenance need done. Belshe stated that even gravel could be deemed safe as long as the road is accessible. No further discussion

**Motion Carried unanimously.**

Public Hearing –Expansion of Azure Standard Warehouse- 500 Azure Lane, A motion was made to enter into Public Hearing on conditional use hearing- Azure Farms Inc (**Cranston/Alley**). **Motion carried unanimously.** Quasi- Judicial meeting procedures were read by Mayor Perisho. All counselors introduced name and position. Cranston abstained from hearing due to conflict of interest. James Alley stated he resides within 100' zone of proposed site, but he did feel confident moving forward, making an impartial decision. No public challenges of City council members were made by public. Staff report shared by Fatland- presented findings from staff report, covering expansion efforts. Gave a brief overview of communication from Azure, received one week prior. Mentioned the list of questions generated at the last council meeting regarding water, sewer, storm water, truck traffic, and fire suppression efforts. Truck traffic update- will not increase truck traffic with proposal. Fire suppression- The State Fire Marshal typically wants land use approval before they will give approval. Discussion of fire suppression pond, vs. storm water storage pond as held. Erosion- will continue to water construction area to limit dust for community members. English (PWD) discussed that if employee volume has already increased from initial use permit and they are looking to add only 18 more, there doesn't seem to be a need for upgrades to their utilities at this time. Brad Baird presented questions as they pertained to the storm water calculations that were presented by Azure and confirmed that the storm water pond could contain the documented historical rainfall. Baird asked for clarification on if the pond was truly for fire suppression efforts, or if it was for storm water runoff. Baird was concerned that if the pond was initially intended for fire suppression, but if it is being held empty for storm water run-off, it may need to be re addressed as a conditional item to add if moving forward. Fatland agreed that there could be some clarification on the purpose of the pond. Alley asked, "Brad, if you looked at the calculations, do you feel that the storm water could be contained in that pond?" Baird- "Yes, based on the math, you should be fine." Proponents- Stephen Hainline- Stated that he had been a resident of Moro and Azure employee for over 10 years. Historically his family is heavily depended on Azure to provide nutrition that meets his family's strict dietary restrictions. He praised Azure's products and gave testimony on how his family has benefited from Azure's role in the community many times over. Hainline made a suggestion that now was the time to make the effort to look past previous grievances between the city and this business. James Baisinger- Shared that his goal was to build the bridge between the City of Moro and Azure. He offered an open invite to all of the Council Members to have a tour of the Azure warehouse; elaborating that on the tour it would open the council's eyes to the dire need to expand the warehouse. Alley- added clarification on last month's council meeting and the questions that he was directing at Azure; stating that he appreciated the communication that Azure presented on their traffic study. Anderson- asked a question to James Bassianger in regards to the original conditional use permit and the storage pond located on the property, he wanted to know if the pond was a storage pond for storm water or if it was intended for fire suppression efforts- stating that if the pond was a fire suppression pond, then the numbers provided for the storm water runoff study would be deemed inaccurate- as there would be no room to house the additional water, assuming that the fire pond was to be maintained at a full level per the previous conditional use permit that was granted. Stelzer shared that years ago

when the pond was developed it was intended for both purposes. Historically the pond took efforts to maintain a full fire suppression level, and after checking with the State Fire Marshal, it was cleared to not maintain at max capacity because of the fire sprinklers in the building. It had been deemed that if the sprinklers did not work as designed in the event of a fire; the building would likely be a complete loss regardless of the pond and its water level. Stelzer mentioned that he has another building in Dufur that he wishes he had installed fire sprinklers in because they may have saved the building from the past fire. Stelzer asked the Council to move forward with the progression of this hearing, stating that this would be the last expansion effort that Azure would invest in, in Sherman County. He said that the deadline is pressing with the upcoming winter weather, and they needed approval. He also added that if future growth will happen for the company they will likely do so in the East Coast. Alley- Question for Fatland, asking if it would be appropriate for the City of Moro to request an updated copy if and when any information changes between Azure and the State Fire Marshal. West- Stated that he was content with the information that was presented and he did not have any questions at the time. Opponents- CA Glover shared a public comment from "Anonymous" from the web- who urged the Council members to go do a tour of the grounds at Azure, stating that the warehouse was a dump yard, and encouraged a drive to the Dufur site and look at the destroyed landscape of that location; the submission was then signed by Steve Wolfrum. Neutral parties- None. Public Agencies- None. Rebuttal- James Baisinger gave clarification to Anderson that the pond is indeed a storm water pond. Alley asked Fatland to update the 8 conditions in the original conditional use permit. Discussion was held to come to agreement on how to update the revised conditions that Kirk is preparing in his staff report. No more public comment. A motion was made to return to public meeting (**Alley/ Anderson**) **motion carries with Cranston abstain.**

A motion was made to approve the conditional use permit with the conditions added (**Alley/ Anderson**) **motion carries with Cranston abstain.**

Zoning Ordinance Amendment- A motion was made, per title, to adopt the zoning ordinance 2022 update of city of Moro Ordinance # 272 zoning ordinance and ordinance repealing and replacing the text of ordinance # 241 The City of Moro Zoning Ordinance and all amendments there too. (**Anderson/ Cranston**) No further discussion. **Motion carried unanimously.**

**III. Visitors-** Mayor Perisho read aloud a complaint submitted at City hall by Jeff Judah against Tate Eakin's dogs that wouldn't stop barking. Jeff was advised by Council to reach out to the Sheriff's office and have them take care of the issue by possibly issuing a citation for noise violation and hopefully bring an end to the issue.

#### **IV. Comments from Citizens-**

Steven Hainline stated that he is not in favor of the business registry within Moro.

#### **OLD BUSINESS**

**Water system/ Waste Water-** (DPW) English- Gave an update on the work at all 3 well sites and reservoir. Other than minor alarms in the middle of the night, it seemed to be working itself out. The completed project came in under the projected budget. CA Glover updated on getting quotes for the pipe bursting project; Baird shared about the sewer expansion into Vista/ Apex area and his strategic approach as covered in the packet he handed out. He stated the proposed

project is subject to change from the proposal and there is no rush, until the funds are secured. Anderson asked if it would be worthwhile to start with the easement work as mentioned in the layout, Baird said yes, there should only be 2 of them. Baird said he would prepare a cost estimate that is updated- the last one he ran came in right around \$250,000.00.

Barid mentioned a water system study and that it would be beneficial for a future master plan update. The study can run \$30-40K for the study alone, and Brad is confident that he can secure a \$20,000.00 grant for the study which looks at the whole water system. Anderson made a request to add this to August's agenda, and Baird will get information to us by the next council meeting.

**FEMA Backup Project-** CA Glover received back information back from FEMA to finalize the budget; Glover is moving forward with purchasing the generator and shared that there is a predicted shortage of propane tanks. CA Glover stated he will continue to work to get the site plan finished to get it out for bid.

**ODOT ADA ramp Project-** The project is projected to last 3-5 weeks, still unsure if it will happen in one phase or in tow. The project will start in Condon and will possibly bump more into our end of the county mid-August.

**SPIRE and CREP Grants-** CA Glover stated that he missed the deadline on the grand submission for the Spire grant process, but stated that if this is offered next year, it will be filed away in the system for the next CA to submit. The CREP grant is almost complete, which is for the solar panels.

**Facade Streetscape Program-** July 13th 2022 is the deadline for business owners to get applications turned in. CA Glover expects a few to roll in.

## NEW BUSINESS

**Past Due Water/ Sewer accounts-** 8 Disconnect notices were sent out, 3 Door hangers were set to be disbursed. -CA Glover

**November Election-** Positions Mayor, Councilor 1 and Councilor 3 are up for election this year. August 30 2022 is the deadline for filing. There is a \$10.00 filing fee or petition.

**Business License ordinance-** West abstained from discussion on this matter, being a business owner in town. The idea is to register all of the businesses in town on an annual basis; the \$25.00 annual fee would complete the process and allow the city a chance to ensure that businesses are within compliance with EDU's for water/sewer usage, as well as provide a list of business to our local Chamber of Commerce. The ordinance was reviewed by Legal, Ruben, and his suggested adjustments are in Red.

**Possible Merger of Moro Rural Fire/ City Fire Department-** Ernie Moore, shared that Moro is the only town that is not in the fire district. Moore shared that if Moro is not in a taxing district, we will be the only town that isn't, and Moro will not have a vote. Moore discussed the tax rates and the funds that have been set aside for the truck fund, also mentioned possibly consulting with our legal team to see what future steps could be taken to move forward in joining the 3 fire districts or a generalized fire authority, in addition to addressing the \$0.84 tax allocation. In closing Ernie shared that "we are budgeted to contribute \$40,000.00 for the generator for the well."

**City Administrator Position-** CA Glover shared that Brittany Wood was hired on 7-1-2022. A motion was made to change Brittany's employment status from temporary to permanent status as City Administrator backdated to 7-1-2022 (**Cranston/ Anderson**) No further discussion heard.

**Motion carried unanimously.** The next motion was made to authorize Brittany Wood as a

signer. The dual signing policy will remain in place and other signers will remain in place with Brittany Wood being a required signature and the other signers will be Andy Anderson as Council President, or Bert Perisho as Mayor. **(Cranston/ Alley)** No further discussion held. **Motion carried unanimously.** The last motion to be made was to authorize the ordering of Visa Credit card with maximum charging authority of up to \$10,000.00, and to disable the line of Credit tied to Erik Glovers Credit Card. **(Cranston/ Alley) Motion carried unanimously.** Glover shared that he was willing to stay on in a remote capacity to assist CA Wood in the grants and to wrap up the special projects that he has started.

**Review of RFP and award Audit Service Contract-** Accuity was the one firm that responded to the RFP by posted deadline. Accuity is based out of Albany, OR. This company had a fee proposal \$15,500.00 for a 3- year contract. Past Auditors that the City of Moro has used ranged in price from \$10k-13K. Glover will reach out to the City of Condon as well other small cities that Accuity has provided us with names of, for reference check. A motion was made to accept Accuity as our accountant/ audit service as our 3 year contract holder, if the background and reference check is good. **(Anderson/Cranston) Motion carried unanimously.**

**AARP Grant Award Agenda addition 7-1-2022-** Planner Kirk Fatland applied for a grant with AARP and was awarded one of the 32 that were given. The grant will be used for the purposes of shelf built ready plans for ADU's. The Shelf designs will be approved by City council at a later date. The grant was awarded for \$12,000.00 which will provide 2 plan sets. Fatland asked for guidance from the council that each ADU plan will be for \$5,000.00 with the idea that the additional funds left from the grant will cover his time as it specifically pertained to this project.

**Paul Sather Development-** Paul had called City Hall earlier in the day and asked if the council would give approval on his conditional use Permit. A motion was made to authorize Glover and Fatland to sign off on the needed paperwork based on the final plat being completed prior occupancy **(Cranston/ Anderson) Motion carried unanimously.**

#### **VII. Comments from Citizens-**

Roberta Aldrich stated that the council members are doing a great job. No public comment from the online community.

#### **VIII. Good of the Order**

English (DPW) - Thanked Glover on a personal level for the hard work that he has put in alongside the Public works department out in the field over the past years.

Cranston- Thanked Glover for a job well done and stated that the work doesn't go unnoticed, additionally he thanked Ernie Moore for the effort he has put in on the tax leg work for the whole county and how to consolidate all items for the county's fire efforts.

Alley- Gave thanks to Glover as well, for the work that he has put in

Anderson- Thanked Glover for his work and Welcome Brittany into her new position.

#### **Zoning Ordinance-**

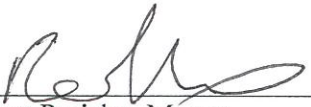
A motion was made to approve the new forms: Building in Moro, Application Process Checklist, Facts, City of Moro Pre Application Form, Common Questions and Key Information Regarding Structural Permits, Site Plan Instruction for Preparation of a Site Plan, Site Plan Sketch, Land Use Development Filing Fee/ Information. **(Anderson/ Cranston)** No further discussion.

**Motion passed unanimously.**

It was asked of CA Wood, what the posted hours of business for City Hall would be- it was determined that they will remain as they originally had been posted on the website. Tuesday and Wednesday 8 AM - 4 PM and Monday and Thursday will be the days that if she elects to work remotely on a special project, those will be the days that she would do so on. Brittany will update the business hours on the door and website to reflect such changes.

**Meeting adjourned at 10:01 PM**

**Next Council Meeting is scheduled for August 2nd, 2022 @ 7:00 p.m.**

 Date 8-4-22  
Bert Perisho, Mayor

ATTEST:  Date 8-4-2022  
Brittany Wood, City Administrator