**CITY OF MORO**

**MINUTES OF APRIL 07, 2020**

**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, April 07, 2020, 7:00 p.m,. The following were present Mayor Bert Perisho, President of Council Bryan Cranston, Councilors Seth vonBorstel, Andy Anderson, James Alley, Erik Glover-City Administrator (CA), John English-Director of Public Works (DPW), Moro Residents: Laura Perisho, Abbey Phelps, Teresa McCallum

**Oath of Office/Swearing in New Moro Mayor Bert Perisho**

Acting Mayor/Council President called the meeting to order, and read the oath of office to Bert Perisho, and he was sworn in as Mayor. A motion was made (**vonBorstel/Anderson**) to authorize the addition of Bert Perisho, as signer on the City of Moro bank accounts. **Motion Carried**

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

There was a motion **(vonBorstel/Cranston)** to approve the March 03, 2020 Regular Council Meeting minutes**. Motion Carried**

There was a motion **(Anderson/vonBorstel)** to approve March’s bills totaling $15,820.53, check #’s 12499-12510, and 15095. **Motion Carried**

**Visitors/Correspondence**

**Deena Johnson *-City of Moro Sidewalks Farmers Market***

CA Glover advised that he didn’t see Deena Johnson as present for the conference call, but she may join later. He advised that her request was to use the Moro sidewalks for Saturday Farmer’s Markets. Councilor vonBorstel advised that Farmer’s Markets, are regulated as essential due to being food related, and there shouldn’t be an issue as long as someone was keeping strict compliance with social distancing requirements.

A motion was made (***Cranston/vonBorstel***) to leave the regular session, and enter into the public hearing. **Motion Carried**

***PUBLIC HEARING- CONDITIONAL USE PERMIT- Andrew/Carol Anderson***

*TO CONSIDER A CUP REQUEST TO CONSTRUCT/SITE A 40’x 60’ Pole Building/ Equipment Storage Building, ON A COMMERCIAL ZONED (C) 6.11 ACRE PARCEL/LOT*

*Councilor Anderson advised that this was his proposal, and he would abstaining from any voting, or Council discussion on the matter.*

CA Glover presented the staff report explained that the purpose of this hearing is to consider approving CUP 2020-01 to consider approving a 40’ x 60’ pole building, for equipment/agriculture storage a 6.11 Acre Lot in the Commercial Zone of Moro. The property is located off of 4th Street and is described by the Sherman County Assessor’s Office as: 6.11 Acre Lot, 01S17EBC, Tax Lot #1500 Moro, Oregon, Street Address 2002 4th Street, Moro, Oregon.

**The applicable standards were:** A Conditional Use Permit for an agricultural support, or storage facility is allowed by the City of Moro Zoning Ordinance under:

**Article 3, Section 3.3 – Commerical Zone “C”,**

**(B) Conditional Uses. Permitted with approval of the City Council in accordance with Section 5.1,**

(6) Agricultural Support Services including produce storage facilities, and (7) similar uses as authorized by the City Council.

He added that the property is zoned commercial, but has been used as bare land ,or agricultural in the recent past. The hearing for this project was advertised in The Times Journal on March 19, 2020, and March 26, 2020 and notice sent out to surrounding property owners on March 10, 2020. It was also posted in two prominent places in the City on March 10, 2020. Staff received one comment form from adjacent property owners, and it was neutral, neither in support nor against the applicant’s proposal. No comment forms were receiving urging the approval, denial of this application.

**FINDINGS OF FACT**

1. Conditional Use Permit may be granted only in the event that all of the following circumstances exist.
	1. The proposal will be consistent with the Comprehensive Plan and the objectives of the Zoning Ordinance and other applicable policies of the City.

 **The City Council and City Comprehensive Plan encourage development improvements within the City.**

* 1. Taking into account location, size, design and operation characteristics, the proposal will have minimal adverse impact on the livability, value and appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright. **The applicant intends to build/site a 40’ x 60’ (2400 sq foot) pole building an 6.11 commercial zoned lot . This proposal meets minimum lot size, setback and height requirements set forth in the Moro Zoning Ordinance. The tract is for the most part surrounded by single family dwellings, agricultural use, and commercial use and should have minimal adverse impact on the livability, value and appropriate development of the abutting properties.**
	2. The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants.

**The construction of a wood framed pole building is a relatively common occurrence in the City of Moro. Historically this parcel has been used for agricultural purposes/bare land. The City has received no comments from surrounding property owners, urging the denial of the proposal. The location and design of the site and structures will strive to be as attractive as the nature of the use and its setting warrants.**

* 1. The proposal will preserve assets of particular interest to the community.

**The applicant’s proposal will add to the encouraged development improvements and will preserve assets of particular interest to the community.**

* 1. The applicant has a bona fide intent and capability to develop and use the land as proposed and has some appropriate purpose for submitting the proposal, and is not motivated solely by such purposes as the alteration of property values for speculative purposes.

**Nothing indicates that the proposal was anything other than what was presented for the purpose of building/siting a 2400 sq foot pole building on a 6.11 acre Commercial zoned lot in Moro.**

He explained that there were no variance requests, and City Council may take one of the following actions upon conclusion of the public testimony: approve with or without conditions, deny, table, or recess the hearing to be continued to a set time and place.

If the City Council should decide to approve the proposal, Staff recommends approval with the following conditions:

1. The applicant complies with all applicable local, state and government permit and approval requirements.
2. All conditions of approval will need to be met prior to construction. Documentation will need to be provided to the City Hall.
3. The Applicant will comply with all setback requirements. In the Commercial zone setbacks are not required, if fire and building codes are met. CA Glover shared that due to nearby residential use, he had requested that the applicant maintain a rear setback of not less than 5 feet. Applicants projected location on the property is several times that, as well as a 40’ setback from Block B alley, which is more than sufficient. If the applicant will need a variance to a setback requirement, the applicant must get approval, via variance from the Moro City Council.
4. Require applicant to have a minimum of 2 exterior car parking spaces, with gravel surfacing in accordance with Section 3.3 e, 1.
5. Require applicant to file a Certificate of Occupancy with the City of Moro, prior to inhabiting the structure, if applicable.
6. Others as may be identified by City Council. -None

**APPLICANT**

Andrew Anderson shared that the staff report covered the proposal pretty well, and had nothing further to add.

**PROPONENTS**

 None were heard

**OPPONENTS**

None were heard

**NEUTRAL**

None were heard

**REBUTTAL**

None

**AGENCIES**

None

Council moved to close the public hearing at 07:14 PM Motion by (**vonBorstel/Cranston**) **Motion Carries**.

Motion by Councilor Cranston, second by Councilor vonBorstel, to approve CUP # 2020-01 by Andy and Carol Anderson for the purposes of constructing an agricultural support/equipment storage building within the Commercial/C zone of Moro with the findings of fact and conditions as written**. Motion carried, with Councilor Anderson abstaining due to conflict of interest.**

**Citizens Comment Items on Agenda**

**\*None**

**PROJECT PRIORITIES** –

**WATER SYSTEM/Telemetry** –DPW English advised that a previous Project Priority of his was the installation of a new well house, for City Hall Well. However, due to the issues with the well he felt it may be best to hold off on the replacement until the City ensures everything is good to go. DPW English advised that plc/telemetry system was on hold.

**MAINSTREET FAÇADE AND STREETSCAPE PROGRAM**– CA Glover advised that he, Councilor Anderson and Bert Perisho were in attendance at the March county court meeting in Grass Valley. He shared that a funds match request in the amount of $20,000 was presented to the County Court, to be used as funds match for the larger main street grant from the Oregon Main Street program, if the City receives it, or as funds to run the program. CA Glover advised that he felt the proposal went well, and would share an update once the City had one, but he believed it to be on hold onto yearly Sherman County budget was set.

**2019 ODOT Small City Grant, Sidewalks Project**

Mayor Perisho advised that ODOT was coming and replacing ADA curb ramps throughout Oregon. Some of the curb ramps may interfere with the Cities sidewalk project, and a portion of the program was the removal of brick since brick cannot be used in an ADA walking path surface. He advised that the City may be able to reduce the scope of its own sidewalk project based upon this work, but the City was waiting for final confirmation from ODOT. Brief discussion was held on possible reductions to street width or loss of parking in Moro, as a result of the adjusted ramps. DPW English advised he had a call out to Wade Luckman, of ODOT and was waiting for additional information. Mayor Perisho advised that he thought at least 8 parking spots would be lost, per 4 sides of intersection in Moro, with the program as presented.

**Welcome to Moro Signs** DPW English advised that it was under construction and no updates at this point.

**PAST DUE WATER/SEWER ACCOUNTS** – Erik Glover (CA) advised that he did not do the shutoff process this month, due to the ever changing Covid crisis, and declared state of emergency and was requesting guidance later in the meeting, under the Covid 19 agenda item.

***Bob Thomas- Wildlife Damage and Pest Control Agreement***

Councilor Cranston advised that Bob Thomas was requesting $1,500 for wildlife support services to remediate turkeys in Moro. Mayor Perisho advised that he understood many calls had been made to Salem; regarding aggressive turkeys, and destruction of property, and CA Glover and Bob Thomas experienced aggressive turkeys during an initial site visit by Bob Thomas. A motion was made (**vonBorstel/Anderson**) *to authorize the payment of $1,500 for wildlife assistance.* **Motion Carried** A motion was made (**Cranston/vonBorstel**) to authorize CA Glover to sign support agreement with Bob Thomas, of Thomas Wildlife Damage and Pest Control. **Motion Carried**

**SEI ETHICS FILING DUE ONLINE BY APRIL 15th**

CA Glover advised that the deadline for filing of annual SEI reports to the State of Oregon was due April 15th. He understood that most had already completed them, but wanted to remind everyone and will follow up via email if anyone had not done so, closer to the deadline.

***Review Bids for City Hall Well Pump Replacement, and Award***

CA Glover advised that the City of Moro received two bids for replacement of City Hall Well pump. One from Mather and Sons Pump Inc, in the amount of $14,579.00, and one from Abbas Well Drilling and Pump Service in the amount of $24,646.00. A motion was made (**Anderson/vonBorstel**) to accept the bid of Mather and Sons, in the amount of $14,579.00. **Motion Carried**

***Sherman County Family Fair in the Moro Park June 04, 2020***

CA Glover advised that Sherman County Prevention had requested the use of the Moro City Park, for a Family Fair on June 04, 2020. He also shared that the initial request was to include a bounce house, but that idea was eliminated once the cost of insurance was realized. Following brief discussion on the issue, and the state of emergency, the Council elected to approve the use of the Moro City Park, by Sherman County Prevention on June 04, 2020 for Family Fair, only if the state of emergency was lifted, and group events could be held**.**

**2020-2021 Budgetary Items**

 1) **Consumer Price Index (CPI)/water sewer rates,**

CA Glover advised that the CPI increase for water and sewer service was 2.8%, Water -currently $50.37 per month, $1.41 increase. Total- $51.78 Sewer-currently $51.63 per month, $1.44 increase. Total- $53.07 Total- $104.85 per edu/per month with July 01, 2020 bil.

2) **Capital Improvement**,

DPW English shared that his capital improvement item was discussed previously, as Rescue 1 from Moro Rural Fire Department, if it becomes available via surplus.

3) **EMPLOYEE COLA/RAISE**

CA Glover advised that Sherman County gave a 1.6% COLA to its employees, and historically the City followed that. If the City were to offer a 1.6% COLA, DPW English would be raised $.47 to $30.28 and CA Glover would be raised $.33 to $20.89. CA Glover advised that due to the current Covid crisis and its impacts on everyone, neither he nor DPW English were requesting performance or merit raises at this time, but felt it could be reviewed in 6 months. A motion was made (**vonBorstel/Cranston**) to authorize a 1.6% COLA to City of Moro Staff. **Motion Carried** Council concluded they would reevaluate potential performance or merit increases in 6 months, or October of 2020.

**SIP/VERIZON FUNDS PLACEMENT/ COUNCIL PROJECT PRIORITY LIST**

**Verizon-**Discussion was held on Verizon Funds, it was noted that the funds go to the equipment reserve fund each year.

**SIP-** DPW English advised that his priorities would be a water system backup generator, and PLC/telemetry upgrade for water system, the existing system is requiring a lot of maintenance and tech time. DPW English also shared that he was recently notified of a sewer blockage on HWY 97. It was cleared with the assistance of Roto Rooter, and the terracotta pipe was in good condition, when tv’ed, but he typically gets a call once per year about the service. DPW English advised that it may be worthwhile to look into replacing all of the HWY 97 terracotta crossings as a future maintenance item, or at least having money in reserve for that purpose.

Each Councilor shared their SIP Fund Prioritization List and a motion was made (***Anderson/vonBorstel***) to prioritize the $100,000 SIP Funds for 2020-2021 as follows: $50,000 to Apex/Vista/Pinkerton Sewer System and Terracotta Removal in Moro, $20,000 to PLC/Water System, $20,000 to Backup/Emergency Generator, $10,000 to Main Street Façade Program. **Motion Carries**

**Project Priority List-** Council shared their individual project priority lists. CA Glover was directed to look into facilitators for strategic/long term planning, MCEDD, OAWU, and League of Oregon Cities were noted as potential options. Mayor Perisho advised that he would like to work with DPW English to correct runoff on storm drains on 2nd and 5th Street.Councilor Alley shared that he would like to see the City website upgraded, and all ordinances and forms online. It was generally concluded by Council to wait for replacement of City Hall Well pump house.

**BUDGET COMMITTEE** **APPOINTMENTS**

CA Glover advised that the previous budget committee members of Dave Messenger, Ernie Moore, Jerrilea Mayfield, Shawn Payne, and Jim Payne had confirmed their interest in serving again, and he was proposing May 11th, or May 13th for budget committee meeting and was waiting for final schedule availability for the members. A motion was made (**Cranston/Alley**) to appoint all 5 to the City of Moro Budget Committee for the 2020-2021 Fiscal year Budget. **Motion Carried**

**MORO CITY WIDE CLEANUP DAY**

CA Glover advised that historically the City of Moro does a free cleanup day in June, but he had a note to checks dates for this year. He shared that the Sherman County annual free cleanup was scheduled for May, and he wondered if the Council wanted to match that date. Brief discussion was held on the free cleanup day, and unauthorized dumping of tires in previous years. DPW English advised that he removed the tires and had them stored. DPW English was advised to recycle those tires by Council. Council concluded that it was best to keep the City of Moro free annual cleanup in June.

***Covid-19 City Adjustments (City Hall, Council Meetings, Shutoffs****)*

CA Glover advised that following the County decision, City Hall was closed and available via phone, appointment, or email and it has been working well for the most part.

Brief discussion was held on meetings, and potential options and google meet was chosen as the platform. CA Glover advised that he was requesting guidance on shutoffs, and while he didn’t do them this month month he felt it may be wise to send out late reminders, and suspend physical shutoffs going forward.

Councilor vonBorstel shared some information from a recent League of Oregon Cities briefing on the matter. Following brief conversation, it was decided to suspend physical shutoffs, and late fees for the duration of the state of emergency, but send advisory letters of delinquent balance to account holders, with clarification that any back balances would need to be paid lump sum following the state of emergency, unless arrangements made, or the account would be subject to shutoff once the state of emergency was lifted.

DPW English advised that the Moro City Park restrooms were open, the City Park open area was open, but that the playground was closed, per state requirements. He advised that the Park restrooms would remain open, if the City was able to keep them supplied.

**COMMENTS FROM CITIZENS CONCERNING ITEMS NOT ON THE AGENDA
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**GOOD OF THE ORDER**

**Councilor vonBorstel** that he had spoken to the County Assessor’s Office recently, and they wanted to receive updates from each city regarding land use actions they approve, such as conditional uses, or variances. CA Glover advised that he would make sure that gets done.

**Councilor Alley** requested clarification from City Staff, that they were ok with the lined out Covid 19 precautions. They advised they were. Also requested that the City needs to review its cyber security policies and practices, especially as the City move towards upgraded PLC/Telemetry.

**Councilor Anderson** requested Anderson Perry for engineering at Vista/Pinkerton/Apex sewerage to be on the next agenda.

**DPW English-** Advised that the Adopt a Pot flowers along HWY 97, were initially to be a volunteer program, but most of the volunteers had tapered off, and he handles most of the work now. He requested the program be on the next agenda for clarification.

**Mayor Perisho-** Shared that the earlier discussion of Vista/Apex/Pinkerton sewer system needs to include consideration for the City side of service, for potential infrastructure improvements on First Street/Lone Rock Road to serve the subdivision. Advised that he had spoken to Judge Dabulskis, and that he would be attending the weekly Sherman County conference calls as rep for Moro.

**There being no further business, the meeting was adjourned at 08:59 PM**

**The Next Council Meeting is scheduled for May 05, 2020 @ 7:00 p.m.**

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Bert Perisho, *Mayor*

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Date

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Attest, Erik Glover, City Administrator

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Date