**CITY OF MORO**

**MINUTES OF SEPTEMBER 01, 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, September 1, 2020, 7:00 p.m,. The following were present Mayor Bert Perisho, Councilors Seth vonBorstel, Andy Anderson, James Alley, Erik Glover-City Administrator (CA), John English-Director of Public Works (DPW), Visitors- Brad Baird Anderson Perry Associates

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

There was a motion **(vonBorstel/Anderson)** to approve the August 04, 2020 Regular Council Meeting minutes**. Motion Carried**

There was a motion **(Anderson/Alley)** to approve August’s bills totaling $210,136.55, check #’s 12601-12618, and 15100-15101. **Motion Carried**

**Visitors/Correspondence**

**Brad Baird- Anderson Perry Associates Engineering, 1st Street Sidewalk-**

Brad Baird provided a summary handout of the 1st Street Sidewalks Project. Anderson Perry agreed to not-invoice/eliminate an engineering contract overage of $7,500.00, and Crestline Construction Co agreed to bring overage amount down from $22,786.22 to $16,594.22. Following discussion, Council directed Brad Baird to renegotiate the Crestline overage amount and report back.

Brad Baird also provided a summary of grant funds available for a water system study. He mentioned that the City of Moro last did a waster system master plan in 1999, but they are not required to do one being under 300 connections. Up to $40,000 in grant funding is available, and Anderson Perry could do a full water system master plan which would cost around $40,000, or a water supply study for approximately $20,000. Brad Baird also shared that Anderson Perry was still working through the water rights project for the City of Moro, and would update at a later date.

**Citizens Comment Items on Agenda**

**\*None**

**PROJECT PRIORITIES** –

**WATER SYSTEM/Telemetry** –DPW English advised that he had a flow fail alarm at cemetery well, throttled it down and got 30 days of usage with no issues. He added that following the flow fail, there was some air. DPW English advised that he felt it could be a failed check valve, pitted pipe or perhaps drawing down. He added well static level, and pressure overall appear to be remaining within specifications. In 2010 the well was sonar blasted to eliminate a silting issue. DPW English shared he counted 3 minutes, 15 seconds of air, 359 gpm and pressure from 41 to 33 psi at 133 gpm, 17 psi was the lowest he had seen for pressure. DPW English advised that max GPM was 369, and it was running at 410 GPM on original well install day. DPW English shared that he would like to get an investigation done on this issue before next summer, as aquifers are trending down all across the region, and it is a concern. DPW English added the current pump depth was 752 feet, in a 900 foot well indicating it may make sense to lower it. Brad Baird- Anderson Perrry inquired about pump age? DPW English advised the pump was 10 years old, and it may not make sense to reinstall the old pump nearing the end of its service life. DPW English advised he was concerned about long term sustainability, and it may make sense to do some leak detection, and pull data off meters. Brad Baird shared it may make sense to look into dropping the pump further in the well. Discussion was held by Council, and a motion was made (**Anderson/vonBorstel**) to proceed with an application submission for a water supply study grant with Anderson Perry Associates. **Motion Carried** Council also concluded it was better to do a Cemetery Well investigation later in the fall of 2020.

**2019/2020 ODOT Small City Grant, Sidewalks Project**

CA Glover advised project finalization report has been submitted to ODOT for reimbursement.

**Welcome to Moro Signs** DPW English advised the installed/finished and he was waiting on lighting.

***Anderson Perry Engineers- Vista/Apex/Pinkerton Sewer Engineering***

CA Glover advised in the planning stages of the project with engineering he was advised of an issue with a gravity flow system, and not having the required easements. Council shared that easements are not a concern when using streets, and directed CA Glover to proceed with the engineering/design work for the project, to include specing/using lift pumps if necessary, to utilize street right of way. Councilor Anderson also shared that storm sewer/drainage was a noted issue on these roads, and would need to be considered. Brad Baird of Anderson Perry shared a retention pond may be possible.

**Barnum Creek-** DPW English shared he had no updates on this project right now. Covid 19 has created delays with ODFW, Oregon State Department of Lands and Sherman County Soil and Water Conservation. He would be working with Emily Freilich, Watershed Coordinator with Sherman County Soil and Water Conservation District to finalize the plan and project. DPW English also shared that community service work crew would be assisting with cutting overgrowth down, and Moro Fire would be doing a controlled burn. Mayor Perisho shared that Sherman County may be willing to assist with equipment, and ODOT had a remote controlled dig machine to clean culverts or under a bridge if needed, but it would be an expense for the City. Mayor Perisho also mentioned that Dave Poirer will be cleaning trees, and the ditch on his portion of Barnum Creek. DPW English inquired about the length of the project, since the original project was for bridge to bridge? Council directed DPW English to look into work on the entire length of Moro, with the major focus being the Downtown/Bridge to Bridge section.

**PAST DUE WATER/SEWER ACCOUNTS** – Erik Glover (CA) advised that there were 6 shutoff notice/delinquent reminders sent this month. 4 accounts didn’t make arrangements, or payment. Two accounts paid a portion due.

**Staff Wages Performance and Merit Raises**

CA Glover advised that Councilor Alley requested this item to be on the agenda. Earlier in the year, City staff did not request performance or merit raises at budget time due to unknown Covid impacts, and instead requested to review them at the 6 month mark. CA Glover shared a salary survey of local city administrators/equivalent was included in packets for Council review. Discussion was held by Council, and it was generally concluded to skip performance/merit raises the remainder of this fiscal year, for both full time staff, due to the uncertainties of Covid, and so as to not set a precedent of giving raises outside of regular cycle/budget time.

DPW English shared that the DPW Assistant has been doing a great job, and wanted to provide him a raise, sooner than later. CA Glover advised that the position has been paid $12.00 an hour since 2011, Oregon minimum wage at that time was $8.50. An inflation calculator from 2011 to now, shows equivalent would be $13.82. Following brief discussion, a motion was made (**vonBorstel/Alley**) to increase the DPW Assistant position hourly wage to $13.00 per hour, at the 6 month mark/probation ending. **Motion Carried**.

**Covid-19 Update**

CA Glover advised that the City had been awarded up to $25,000 in Corona Virus Relief Funds. The portable sanitation units at the Moro Park, will be submitted for grant reimbursement, as well as staff time for disinfecting public spaces, City virtual meeting system costs. In addition CA Glover thought that it may be wise to purchase additional tele-meeting and remote work items, such as a new laptop, and a tablet for DPW for with the funds. It was generally concluded by Council for CA Glover to proceed.

**City Council Goal Setting/Long Range Planning Session (\*Addition 8-27)**

CA Glover advised he was working to schedule a session with Scott Lazenby of the Mark Hatfield School of Government at Portland State University. He had a pretty open schedule, other than following November 21st he teaches every other Saturday. CA Glover shared he wanted to gauge Council availability to get it scheduled. Brief discussion was held by Council. It was determined that the 17-24th of October would be the best, contingent upon CA Glover and DPW English availability.

**COMMENTS FROM CITIZENS CONCERNING ITEMS NOT ON THE AGENDA
Brad Baird Anderson Perry Associates Engineering-** Shared he wanted to thank Council for their time tonight**,** and for the opportunity to assist the City with other projects.

**GOOD OF THE ORDER**

**Councilor Anderson-** Advised that his conditional use building was completed, a conditional of approval was a certificate of occupancy. Certificates of occupancy are not issued for non-residential buildings, but he wanted to share with Council he submitted the rest of his paperwork to CA Glover.

**There being no further business, the meeting was adjourned at 08:42 PM**

**The Next Council Meeting is scheduled for October 6, 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