**CITY OF MORO**

**MINUTES OF NOVEMBER 2, 2021**

**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, November 02, 2021, 7:00 p.m,. The following were present, Mayor Bert Perisho, Councilors Andy Anderson, Bryan Cranston, James Alley, Seth vonBorstel, Erik Glover-City Administrator (CA), John English-Director of Public Works (DPW), Kirk Fatland Tenneson Engineering Contract Planner, Amy Walker- Solutions CPAs, Inc. Auditor(Remote), Brittany Dark (Remote)

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

There was a motion **(vonBorstel/Cranston)** to approve the October 2021 Regular Council Meeting minutes**. Motion Carried**

There was a motion **(Anderson/Cranston)** to accept the financial report and approve October’s bills totaling $42,456.59, check #’s 12865-12882, and 15115 **Motion Carried**

**Visitors/Correspondence**

**Amy Walker, Solutions CPA 2020-2021 City of Moro Audit Presentation-** City of Moro Auditor Amy Walker explained that the purpose of the annual audit presentation is to present an opinion on the financial statements, and provide accountability to the tax payers. She covered the independent auditors report, and issued a clean opinion. No issues with non-compliance with minimum standards. She did note material weaknesses in internal controls pertaining to segregation of duties. Councilor vonBorstel inquired as to if these are the same findings as always? Auditor Walker advised that is correct, it is due to the fact that the City cannot afford to hire five staff people, it common in all small municipalities, and the opinion is all is good. Amy Walker discussed the SAS 114 Communication, and noted it was all positive affirmations. She covered a graph of financial performance, pertaining to fund balances, revenues and expenditures. She noted predictability to expenses and revenues, with the only outlier being a large increase in street fund expenditures, due to grant funded sidewalk repair program. Auditor Walker shared it is good to work with the City, CA Glover does a good job and very easy to work with.

**Deborah Rudometkin, Reimbursement Request for Sewer Blockage 608 Main-** CA Glover read into the letter an email from Deborah Rudometkin pertaining to a sewer blockage at her property of 608 Main, and shared camera inspections with City Council. Deborah Rudometkin provided a summary further advising that she has called DPW English twice pertaining to a similar issue. She explained DPW English was not present for the work by Roto Rooter, to eliminate the blockage. Brief discussion of the history of the matter took place, DPW English advised that his recommendation was to pay the bill. A motion was made (**vonBorstel/Cranston**) to Reimburse Deborah Rudometkin $680.00 for bill from RotoRooter for services performed at 608 Main Street in Moro. **Motion Carried**

**Citizens Comment Items on Agenda**

Brittany Dark advised she was just calling in to listen.

**PROJECT PRIORITIES** –

**WATER SYSTEM** – DPW English advised he had no items to discuss. **Wastewater-** DPW English advised that he and Council President Anderson walked the area adjacent to Barnum Creek and the Sewer Lagoons. Found two rotted trees that could potentially damage Pond 1. Obtained a quote from Luciano Tree Service for removing the trees. Brief discussion took place, it was determined to be a preventative maintenance issue. A motion was made (**vonBorstel/Cranston**) to Remove both trees, obtain at least 1 more quote, up to a max spend of $9,998.00. **Motion Carried** Councilor Anderson clarified that it needs to be stipulated that the trees will be dropped only, not chipped, and will not be allowed to block/lay across Barnum Creek. DPW English shared that the Sherman County Soil and Water Conservation District provided information on EQIP grants that can be utilized, allowed location map illustrated that the City was not eligible for funding.

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

DPW English advised he had no further updates.

**Kirk Fatland City Planner Moro Zoning Ordinance Revision-**City Planner Kirk Fatland opened up the discussion by adding that he added several types of permitted housing duplex, triplex and quadplex. ADU’s or accessory dwelling units were also added, which includes converted attics, or basements, or a garage with a separate living area from the main home, in addition to townhomes. Planner Fatland also advised that he eliminated duplex’s as a conditional use, and added apartments being 5 or more units, since 2,3,4 were also addressed. Councilor vonBorstel shared that the City needs to look into short term rental regulations, due to issues occurring in Terrebonne and Redmond and absentee landowners. Councilor Cranston advised he didn’t see Moro being a destination like Redmond or Coeur D Alene. Planner Fatland shared he would look into the issue, and provide some options for next meeting. Discussion on requiring a separate meter for an ADU took place, and water/sewer billing of adu’s. It was noted there are a couple of current ADU’s in Moro that are lived in, but have not been paying water and sewer. Planner Fatland shared he would have those rules available for the next meeting. Brief discussion took place on RV’s in Moro. Planner Fatland concluded by saying that industrial zone will be looked at next, followed by a first draft of the complete Residential ordinance.

**Kirk Fatland City Planner Comprehensive Plan Amendment**

Planner Kirk Fatland advised that he notified the Oregon Department of Land Conservation and Development of the cities goal to strike one goal from the comp plan, or the goal prohibiting water service from the City being provided outside City limits. A public hearing would need to be held, and he has heard nothing further from DLCD. Brief discussion took place on the cost estimate, which was $7,500, with Planner Fatland sharing that he hopes final cost would be under this estimate. Brief discussion by Council who concluded that it would be best to have the zoning ordinance revision completed before the comp plan amendment, and then citizens could be brought in to help the City revise its comprehensive plan goals.

**FEMA Backup Generator Project Water System**

DPW English shared that he would be attending an upcoming Moro Rural Fire Protection District meeting to inquire about potential cost share assistance from them, for the City portion of the project.

**Moro Cemetery Audit/Inspection**

CA Glover advised that the City received a Letter of Education from the Oregon Mortuary and Cemetery Board, which was in the packet. The City was advised that they needed to have time of authorization on its interment forms. CA Glover advised that the forms previously contained date of authorization, but not the actual time of day authorized, he added that to interment authorization forms and it shouldn’t be an issue going forward.

**ODOT ADA RAMP PROJECT**

CA Glover advised that he had no updates.

**PAST DUE WATER/SEWER ACCOUNTS** – CA Glover advised that there were 4 shutoff notices sent, and 1 paid. CA Glover also added a hardship request was received for an account not on the shutoff list, but had a forthcoming issue and advised that hardship rules were in the packets. City Council reviewed the request, and the program rules. It was generally concluded by Council that the request doesn’t meet the hardship rules of being unable to work, or obtain income. If that changes to reach back out to the City. Council directed CA Glover to send a letter advising requesting party of the same. They shared they were appreciative of the correspondence and early communication of the issue, and provided authorization for CA Glover to make suitable temporary arrangements with said party. CA Glover also detailed a landlord tenant matter for Council review.

**Approval of FY 20-21 Audit Plan of Action**

CA Glover advised that the plan of action needs to be filed with the Oregon Secretary of State, which requires Council approval. A motion was made (**Anderson/Cranston**) to Accept/Approve the FY 20-21 Audit Plan of Action. **Motion Carried**

**COMMENTS FROM CITIZENS CONCERNING ITEMS NOT ON THE AGENDA**\*None

**GOOD OF THE ORDER**

**Councilor Cranston-** Shared that CA Glover mentioned a plaque, monument or memorial bench for Jim Payne for his dedication and years of service to the community. He felt it was a good idea and wanted the City to do it. Council was in agreement and directed CA Glover and DPW English to get working on the project.

**Councilor vonBorstel-** Shared that the fire hydrant for water filling is still not squared away, and that needed to be done.

Meeting adjourned at 08:33 pm.

**The Next Council Meeting is scheduled for December 7, 2021 @ 7:00 p.m.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bert Perisho, *Mayor*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest, Erik Glover, City Administrator

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date