

**CITY OF MORO**  
**MINUTES OF SEPTEMBER 6th, 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, September 6<sup>th</sup>, 2022; 7:00 PM, The following were present. Mayor Bert Perisho, Council President Andy Anderson, Councilors Travis West and James Alley. Moro Residents- Perry Thurston, Bill Harvey, Amanda West, Paul Sather, Roberta Aldrich, Scott Belshe, and Lee Langston: Planners/ Engineer: Brad Baird, Kirk Fatland. Remote Attendees: James Baisinger, Heather Coffie. Absent: Councilor Bryan Cranston.

**CALL MEETING TO ORDER**

Mayor Perisho opened with the Pledge of Allegiance and called the regular Council Meeting to order at 7:00 PM.

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

The minutes for August's Council meeting were reviewed, a motion was made to approve minutes **(Alley/ West ) Motion Carried** (Cranston Absent.)

The minutes from the Mainstreet Façade Meeting were reviewed and a motion was made to approve minutes **(Alley/ West) Motion Carried** (Cranston Absent.)

The financial report was reviewed for Check # 13054-13071 and 15126 with bills totaling \$35,296.16; a motion was made to approve bills **(Anderson / West ) Motion Carried** (Cranston Absent.)

**COMMENTS FROM CITIZENS (Agenda items ONLY)**

\*No Comments

**VISITORS – CORRESPONDENCE –**

\*No Correspondence

**OLD BUSINESS-**

AARP Grant Update- Planner, Kirk Fatland, provided an update on the AARP grant and asked council for approval to move forward with his proposal to furnish 2 floor plans. One floor plan was projected to be 900 sqft. The other floor plan offered a 700 sqft. design. Planner Fatland intends to bring floor plans/ elevation plans to the next council meeting for review.

Azure Standard Warehouse Expansion- James Basianger provided an update for the warehouse expansion; he stated that construction and groundwork were continuing, Azure still is working to obtain building permits. Erosion Control and drainage of the construction site have been a top priority for the work site, and they were done with grinding on the work site.

Paul Sather build update- DPW, John English shared that there was a meeting held on Paul's property to determine the extension of Jefferson Street. Paul did not provide further updates at this time.

Water System/ Staff update (DPW) - John English, DPW shared an update that the dive team and cleaning/ inspection were postponed for later this week. There are upcoming source samples that will be gathered and tested later this month for the 2022 source samples.

Water Study Update/ Pinkerton/ Apex Easements- Brad Baird of Anderson Perry, brought a new revised bid package that he had prepared, containing a Bid Letter, Bid Form, Specifications, Pictures of the work site and Site Drawings. Baird presented the options on the best way for the City of Moro to present the bid package, whether it is released now or if the City waits until March when the generator arrives and release the bid package at that time. Discussion was held on the best way for the city to move forward to legally meet all requirements, by posting to a newspaper verses sending bid packets to 5 selected contractors. Council President Anderson asked that Brad start the bid process in February, to post the project and work with Mrs. Wood (CA) through the process, as she is new in this position and this will be her first time seeing the bid process through to completion.

Easements for Vista/ Pinkerton- A map and two agreements were presented to the council by Brad Baird, which depicted the two easements that will be needed for sewer service expansion. One of the needed easements for a sewer line crosses the Berry's property and the second easement for a small service line will cross through the Tally/ Stone property. DPW, John English will be the main communication point for those residents in this upcoming process.

Water System Study- The City of Moro's last water system study was completed in 1999. In efforts to begin the process for a future study, Brad completed the SIPP application for \$20,000.00 for wastewater study/ grant funding. The program's deadline is September 15<sup>th</sup>, 2022. A meeting was set up with Mrs. Wood (CA) and John English (DPW) to obtain the last needed information to complete the application. Brad projects the water system study will cost roughly \$40,000.00. A motion was made to pull the remaining funds that will be needed to complete the study will pull from the general water fund and allow Mayor Perisho to sign the SIPP grant application as the City's Mayor, and for Brad to send off the bid packet (**Anderson/ Alley**) **Motion Carried** (Cranston Absent.) Brief follow up discussion was held on slip lining the pipes that run under HWY 97.

Mainstreet Façade Program Committee Update- Mrs. Wood (CA) provided a brief overview of the Mainstreet Façade meeting minutes which suggested that the Mainstreet Façade Committee felt comfortable awarding both applicants the complete list of items requested in their applications. A request from the committee was made for Council Member Travis West to recuse himself from the discussion, and suggestion was made for it to be a requirement for the Market to chain the rocking chairs in place, or bring them indoors every evening at close. The committee members in attendance at the meeting did feel comfortable awarding Hotel Moro the requested funds through the grant program, taking into consideration that Hotel Moro is registered to Hotel Moro LLC, per Tax documentation and Council Member Travis West is not a listed owner on the tax documents or named on the application. Discussion was held by the council, starting with Travis West recusing himself from the discussion. Council President Anderson covered the scope of the program and what its intended purpose is, and he read an email that he had prepared earlier in the week; addressing that requested glass door replacement at the Market is outside of the scope of the project, as it does not change the appearance of the building. Additionally he added that the rocking chairs are not permanent fixtures, and that in the application for the program it clearly states that Council Members are not eligible to apply for the program. Councilor Alley asked if legally, the city can tie Travis West to Hotel Moro LLC; but agreed that it is a bit unclear and does not look good to the public to award a council member an award from this program. For the Market, a motion was made to not fund the door replacement, to fund the solar light, and to not fund the rocking chairs. And for Hotel Moro, because an owner is associated with the property who is a council member, to deny the application. (**Anderson/** ). A second motion was not heard, Mayor Perisho asked Anderson to withdraw the motion. Anderson withdrew his motion. A Motion was made to table the discussion and to check with the City's Attorney. (**Alley/ Anderson**) **Motion Carried** with West Abstain and Cranston Absent.

CREP Grant/ Solar Panels- Erik Glover (former CA) provided an update to Mrs. Wood (CA) that the City of Moro was not selected and prioritized for funding and the City of Moro was encouraged to apply in the future as further funds are released.

### NEW BUSINESS

Past Due Water/ Sewer Mrs. Wood (CA) updated that as of present, 7 accounts were past due and after the 10<sup>th</sup> of the month, door hangers will be delivered to any account that hadn't made contact or made payment.

Mike Harvey- Survey Line Adjustment- Last month Mike Harvey attended the council meeting and informed council that in his most recent survey he had done for his newly acquired piece of property, it was discovered that an adjustment needed to be made. In the survey a property pin was placed 11'3" outside of what the predicted property line would be, placing it in the middle of the 3 way intersection of Bidwell/ Columbus/ Second Street. Among that request to do a swap of property with the City, it has been discovered that a complete address change may need to be considered; which could alter the setbacks of the property. Further discussion was held that if a property swap happens with Mr. Harvey and the City of Moro, an easement may need to be put in place, due to a sewer line which allows access of service to Cranston and Azure. Direction was given for Planner Fatland to bring information to the next Council meeting which will address the corrected property line, and additionally any easements if needed, if the sewer lines are involved with the new projected property line and a proposal for a new physical address for the residence.

Business License Ordinance Discussion- Counselor Alley reflected on the push back from local business owners who attended the last council meeting in regards to a mandatory business license ordinance.

Alley shared that the City is in need of a process which will ask and encourage businesses to report their employee base and any updates to the City. Councilor West Abstained from discussion.

Business Registry- Councilor Travis West presented a draft that he created for a business registry that *encourages* businesses to register, without fee. The draft listed the perks to businesses for registering as well as the perks for the city and the benefits to the flow of information. A motion was made to table the discussion, for full council discussion at the next council meeting (**Anderson/ Alley) Motion Carried** with West Abstain and Cranston Absent.

Speed Limit Boundaries- Mrs. Wood (CA) read email correspondence from Travis West on behalf of Deputy Sol Jacobsen. Sol had cited 5 people in the course of a week that were driving over double the speed limit in town. Mayor Perisho announced that the speed limit signs are that of ODOT's jurisdiction and they are not the City's property or responsibility. Additionally, to adjust the placement of a speed limit sign would require a traffic/speed study to be requested and if one sign gets moved to extend the length of a speed zone, all speed zones leading up to that transition would need to be relocated as well. Mrs. Wood stated that she had gone back and read through May 2022 meeting minutes looking for clarification on if it had been documented to order a Speed Radar Mobile trailer, and she did not find such documentation. Councilor Alley asked Mrs. Wood to go back and listen to the recorded audio to see if it had been missed. Mr. English (DPW) mentioned a 2 for 1 deal for a larger more visible Speed limit sign that can flash specific messages, which would need approval from ODOT. It was discussed and if Mrs. Wood can find the documentation in writing or on Audio that a motion had been made to order a Speed radar trailer, that the Council wanted her to go ahead and place the order. If such documentation is not found, it was requested to bring this item onto next month's agenda, to properly go through the process in a public setting.

Merger of Moro Rural Fire/ City Fire Departments/ Tax discussion- Mrs. Wood shared that she had reached out to the City's Attorney, to determine the process it would take to undergo merging efforts, to

annex the City's Fire department and to join the Rural Fire Protection District. Ruben began to research the process and provided Mrs Wood with ORS 478.010 which stated that a Rural Fire Protection District cannot operate within City limits unless otherwise authorized by law. Mrs. Wood shared further that it was explained to her that the only way to do business with a RFPD is to have an Intergovernmental Agreement in place, which the City of Moro currently has.

Scott Belshe, Moro Fire Chief, shared that Moro is the only city in the district that doesn't have a MILL rate for taxes is the City of Moro. Council members asked how the other cities joined the rural fire protection district, and Scott explained that they voted to join the Rural Fire Protection District. Mrs. Wood will continue to reach out to local residents who were instrumental in the previous merging efforts at other cities, as well as the City's attorney to continue to research the topic and possibilities.

Banking Updates with BEO- Mrs. Wood (CA) shared that it had been discovered that the signers on the Cemetery Time Certificate have not been updated in the past 5 years, minimally; and it is worth updating the signers due to all financial accounts being set up and monitored in dual signing capacity. A motion was made to update the signers on the BEO CD to reflect the signers on the City's account.

**(Anderson/ Alley) Motion Carried.** (Cranston Absent.) Mrs. Wood (CA) Requested that the council would give approval for the enrollment into the Online Banking Program offered through Bank of Eastern Oregon. An administrator is needed to be named for the enrollment. Mrs Wood felt it necessary to be able to view account activity on a weekly basis, as opposed to at the end of the month when the paper statement comes in the mail. Discussion was held and a motion was made to enroll the City's bank account in Online Banking with Bank of Eastern Oregon, appointing Brittany Wood as the Administrator **(Alley/West) Motion Carried** with Cranston Absent. The last discussion that Mrs. Wood brought before council was a letter requesting a change in the process in which banking requests are processed between the City of Moro and the Bank of Eastern Oregon. If approved, requests would be prepared on letterhead and submitted to the bank, signed dually, which would eliminate the standard month-long process for requests to be processed with BEO. Council held a discussion and did not feel comfortable changing the process in which financial requests are handled.

Cyber security/ Password security/ Equipment purchase- Mrs. Wood provided a quote for a Dell Laptop to council, which would allow for remote work, as outlined in her job description. Cyber security was addressed, and the process in which the council would like to see the cyber security policy to be established before the new laptop would be allowed to leave the building for remote work. Councilor Alley asked who the city uses for IT security, or what the options are that are out there. Mrs. Wood will look into this and see what other cities are using for cyber security for remote work. A motion was made to allow Mrs. Wood to purchase a new laptop, but the laptop is not to leave the office until a cyber security policy is in place. **(Anderson/ Alley) Motion Carried.** (Cranston Absent)

Azure Old School Concept Update- Mrs. Wood shared that Heather Coffie wanted to present a new concept design for the 3<sup>rd</sup> floor of the Old School, and she expects that a public hearing will be requested in the near future. Heather was not available to give an update.

#### **COMMENTS FROM CITIZENS CONCERNING ITEMS NOT ON AGENDA-**

Perry Thurston 602 Scott Street- asked a question to the council, wanting to know how much money was being spent on the access road. He was reminded by Mayor Perisho that this is not a time to ask questions, but to rather present concerns. Mr. Thurston wanted to know what the process was which required the city to be responsible for that road, and the pipe for the development. Mr. Thurston addressed that the pipe for that development should be the responsibility for the developer, not for the citizens of the town. He asked "How did the citizens become accountable for the funding of the access

road?" Mr. Thurston also requested that Council would entertain the thought to hold two town hall meetings to discuss the items coming up within the city, for the citizens to discuss the upcoming changes and events.

Scott Belshe Presented a safety concern for the upcoming month of October and knowing that trick or treaters will be out past dark. Mr. Belshe discussed the dangers due to the street lights being dim/ out. Mr. Belshe additionally addressed the risk of the rate of speed in which travelers are speeding through town and the dangers associated with it. He urged the council to please continue to address this.

**GOOD OF THE ORDER-**

Mrs. Wood shared that John and Isaac have painted the front supports of City hall and that it really looks fresh and the update is appreciated.

Councilor Alley wanted to thank Fire Chief, Scott Belshe, and the other firefighters/ farmers across the county who have so selflessly helped in the fire efforts over the summer.

**ADJOURNMENT-**

A motion was made to adjourn the Meeting at 9:07 PM (**Alley/ West**) **Motion Carries.** (Cranston Absent)

**Next Council Meeting is scheduled for October 4<sup>th</sup>, 2022 @ 7:00 p.m.**

 \_\_\_\_\_ Date 10-4-22  
Bert Perisho, Mayor

ATTEST:  \_\_\_\_\_ Date 10-4-2022  
Brittany Wood, City Administrator