

CITY OF MOSIER

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Meeting Minutes October 18th, 2017 <i>Mosier Senior Center at 500 Second Ave.</i>		
I	6:34 p.m. - Meeting was called to order by Mayor Arlene Burns	
	<p>In attendance:</p> <p>Council: Mayor Arlene Burns, Councilors Emily Reed, Lacy Gries, Acasia Berry, Ann Van Osdol. Excused: Councilor Marc Berry, Peny Wallace</p> <p>Staff: City Manager Colleen Coleman, City Attorney Laura Westmeyer, Planner Nick Kraemer</p> <p>Community: Sigrid Scully, Evie Young, David Skakel, Mark Cherniack, Lynda Sacamano</p> <p>Visitors: David Amiton, ODOT, Michael, ODOT</p>	
II	Agenda corrections or additions - None	
III	<p>Business from the Audience: 1) Sigrid Scully addressed the Council with a letter appeal to the City to solve the problem of no mail carrier service to the Mosier Creek Terrace. Currently, the post office requires mandatory pick up at the post office. Citizens must keep a P.O. Box in order to receive mail. Ms. Scully was accompanied by Ms. Evie Young. Together, they expressed their emphatic concerns that not all individuals in Mosier have the ability to go to the post office and each U.S. citizen has a constitutional right to receive mail. When inquiring to postmaster Harry Nuzio about the problem, he suggested a cluster box for the 12 units situated in a roundabout at Mosier Creek Terrace. Mayor Burns expressed gratitude for their concerns and said that while it is not under the City's jurisdiction (postal service is a function of the federal government), the City would communicate with the postal service and do our best to alleviate the problem. 2) David Skakel of Tri County Hazardous Waste and Recycling made an announcement that several problems are ensuing with recycling due to food contamination and the closure of the A&P Transfer Station in The Dalles. Policies around transport of recycling to China are set to change January 2018. Currently, there are no new instructions for citizens, however, some of the recycling is being taken to landfills because of the lack of services available for separation of contaminated materials and transport issues.</p>	10 min
IV	<p>Approval of City Council Meeting Minutes: 10/4/2017 - Councilor Acasia Berry made a motion to approve the City Council meeting minutes, seconded by Councilor Gries. Motion passed unanimously.</p>	
V	BUSINESS	
1.	<p>Quarterly Financial Report: Kayla Nelson, Finance Director. Kayla provided the attached quarterly financial report and confirmed there are no expected expenditures. The Mayor requested a breakdown of contracted services. Counselor Acasia Berry asked Kayla to add a column for a year to date, percentage of budget. Kayla agreed and will provide in the next quarterly report.</p>	

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2.	<p>Gorge Happiness Month Activity: Emily kicked off gratitudes expressed around the room!!</p>	
3.	<p>Approval of Mayor’s signature for ODOT STP-Enhance Grant Project Agreement: Mosier Streetscapes Improvements – David Amiton from ODOT provided a handout that described the components of the Mosier Streetscapes Project, why the project is needed, and what is being proposed (pedestrian crossings, bike facilities, and sidewalks on US 30, much of which were identified in the “Slo-Mo Plan”). See attached handout from David. This led to discussion of the TSP demonstration project and its relationship to final design of the streetscapes. Michael Bryan from ODOT, spoke about how the Transportation System Plan (TSP) will be a guiding document and public process for the Streetscapes project. Mayor Burns asked a few questions about the character of the demonstration project. Councilor Ann Van Osdol added concerns about agricultural trucks having fair access through town in order to get their products to market—that their livelihood will be compromised by preference for tourists. Michael Bryan responded by saying that the TSP process would be a vehicle (no pun intended) for design solutions to vetted through public engagement and that by the time the Streetscapes project gets into selecting design solutions, these priorities will be addressed and decided upon by the community. Council President Emily Reed made a motion to approve the Streetscapes ODOT Agreement #32319. Acasia seconded the motion. All approved. Second order under this item- Acasia motioned to authorize the City Manager as signatory for the final Streetscapes ODOT Agreement #32319. Ann seconded. All approved.</p>	
4.	<p>City Manager Employee Agreement - Laura Westmeyer, City Attorney. Laura Westmeyer described the City Manager Employee agreement and made clarifications such that: 1) City mgr. position description be incorporated for reference; 2) This agreement rules in the event of conflict; 3) No over time; 4) Can have outside employment as long as it fits within the City of Mosier’s ethics policies; 5) Contract is effective 10/16/17 to 7/1/19 at which time, a salary review is recommended; 6) City manager must provide notification to the City Council if she will be absent 3 or more business days; 7) Termination – City Council can terminate with 60 days’ notice or waive notice with mutual consent; Written notice is required by email with confirmed receipt or by USPS letter. Councilor Lacy Gries moved that the Council approve the provisions of the Employee Agreement. Councilor Ann Van Osdol seconded. All approved.</p>	
5.	<p>Employee Letter of Offer reflecting change of status - Kayla Nelson, Finance Director. Kayla presented a letter of offer for the Council to approve her employment as a part time temporary employee to assist with training the new City manager and completion of upcoming projects. Councilor Emily Reed moved to approve the employee letter of offer as</p>	

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	written to Kathy Fitzpatrick. Councilor Lacy Gries seconded. All approved.	
6.	Mosier Hub: Travel Oregon Large Grant program application and LGGP Project Agreement - Colleen Coleman, City Manager. Colleen presented the option to participate in a Large Grants program with the Gorge Hubs, using pre-awarded grant funds as match to apply for final design and construction funds for the Mosier Hub. She reported that Heidi Beierle of the West Hood River Chamber of Commerce has time to write the grant. The council approved. No formal vote was required.	
7.	DLCD Grant Resolution 2017-09: Economic Opportunities Analysis, Natural Hazards Landslide Risk Analysis, and Buildable Lands Inventory – Nick Kraemer, City Planner. Nick requested a Council resolution to be approved to apply for Department of Land and Conservation Development Grant #2017-09. Funds will be used to contract with consultants for an economic opportunities analysis, geotechnical investigation of the Gravel Pits property, and a city wide buildable lands inventory. While most of the study will focus on the gravel pits area, this will be another chance to review residential and commercial lands throughout the City. Councilor Emily Reed motioned to approve the DLCDC Grant Resolution 2017-09. Councilor Lacy Gries seconded. All approved.	
8.	Civic Center discussion and scheduling to meet with Fire District Board. Laura explained that we'll need to finalize an IGA (intergovernmental agreement) with the fire board to accept the State's appropriated funds for the civic center. The fire district asked us to draft the IGA. Laura agreed to draft the agreement and it was suggested she could use the template from the Team Mosier IGA. Further discussion ensued, with mention that in addition to state funds, 100% of the City's funds from the UPRR settlement will go to building the civic center and that would be approximately \$500,000. Mayor Burns mentioned that she would be out of town 10/27 – 11/11/17 and would not be able to available to sign an IGA until she returns.	
9.	City Fee Updates / Site Development Permits. Discussion around the city's permitting fees started with concerns over the permit review process and cost over runs for site inspections. It was mentioned that a committee could be formed with interested citizens and that Witt Anderson had volunteered to lead or be part of the committee. Nick mentioned that if site inspection cost over runs were consistent, the City should look at raising permit fees. He said that other cities usually adopt annual fee increases prior to budget season. Mayor Burns mentioned that we would want to be sure the public is informed with plenty of notice before raising fees and asked that any proposed fee structure changes be presented to City Council at the December 6, 2017 meeting.	
10.	Announcements: Councilor Ann Van Osdol announced the Senior Center's annual Harvest Festival 10/28/17 as fundraiser for Mosier Valley	

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	seniors. Nick mentioned that the City of Mosier was the subject of an Oregon Business Article: https://www.oregonbusiness.com/article/regional-report/item/17954-small-town-big-changes	
VI	7:44 pm - Meeting Adjourned	