

CITY OF MERRILL
REGULAR BUSINESS MEETING
Tuesday January 16, 2018

MEETING CALLED TO ORDER:

The meeting was called to order at 6:00 p.m. by Mayor Carlson

ROLL CALL:

Roll call was taken with the following members of Council and others being present: Councilor Smith, Councilor Lesh, Councilor Carleton, Inter-Recorder Jensen and Mayor Carlson

The Flag Salute immediately followed with Mayor Carlson asking Councilor Carleton to lead it.

MAYOR STATEMENT:

Mayor Carlson asked that everyone please turn cell phones on silence. That all meetings are recorded and that when addressing the council to please speak clearly and state your name.

PUBLIC COMMIT:

Mayor Carlson states the public is invited to provide the commits and their opinions on issues of concern. The non-emergency issue brought up in this form will not be considered tonight. Other than the preliminary discussion but if found to be warranted may be considered at a future meeting of the City Council. Public commit is limited to five minutes per person. Mayor Carlson asked if anybody is present for public commit.

CONSENT OF THE AGENDA:

MEETING MINUTES:

- **December 12th, 2018 meeting minutes**
 - Councilor Smith made a motion to approve minutes and Councilor Lesh 2nd the motion with all in favor say aye and all against state Nah. Motion passed with 3-0.

PHONE POLL RATIFICATIONS:

- Business License:
 1. **2018 Business License Review attached sheet**
*Councilor Carleton made a motion to approve business license renewals and Councilor Lesh 2nd the motion, with all in favor say aye and all against state nah. Motion passed with a 3-0
- Accounts Payables:
 1. Councilor Smith made a motion to approve the account payables and Councilor Carleton 2nd the motion, with all in favor state aye and all against state Nah. Motion passed with a 3-0

STAFF REPORTS:

POLICE:

- City Marshall Bicknell report that the De Leon case is on an ongoing investigation still, also that meth use is down in the community and that theft is down to zero. Marshall Bicknell also reported that Officer Srch car had to have a water pump replaced which was an estimated cost of \$500.00 including oil changes and that during that time the Code enforcement car was a good fill in car.
- Marshall Bicknell presented the City Councilor with a Telephone System Equipment for the City of Merrill. Marshall Bicknell reported that with this System there would be 3phones for the recorder office, 2 phones for the police office and 1 in the public work office. Bicknell reported that he had cancelled internet services through Century Link which is a saving of \$350.00 a month and the internet is through fire serve. The phone would cost \$90.00 a piece for a total of \$630.00, the city would also need an either switch for \$270.00, a apc back-ups pro1500 for an hour at the most for \$170.00 and 2 analog phone converter for the fax machine bring the ground total to \$1070.00. City Councilor agreed to split cost five ways to pay for phone system. Councilor Smith made a motion to approve the telephone system and phones, Councilor Carleton 2nd the motion, with all in favor say aye and all against say Nah. Motion passed 3-0

PUBLIC WORKS DEPARTMENT:

- Council Carleton reported that the contract with Daryl Anderson for the Water project was ready to be signed. Council Approved to sign documents for the water project.
- Matthew's joined at 6:38 p.m. and gave his report

CODE ENFORCEMENT:

- Code Enforcement Officer Hinton reported that everyone is complying with verbal notices.
- Hinton asked council what they wanted to do with the Hart place and another one property and possible doing liens on it. They would need a contract for the fixing of the property so they have an expense to fill a lien on. Would also need a lien structure and recorded process which could be done with in the recorder office. Next would be to write a lien procedure with steps for this. Klamath County wants this stuff of their books so there more than willing to help out. Councilor Smith and Mayor Carlson both recommended to move forward with this issue.
- Hinton reported that they are working with Umpqua Bank on their drains.

RECORDER:

- **Carbonite:** Renewal of contract. They back up fills out of the office. City Council approved for the renewal for 1 year agreement.
- **Pitney Bowes:** Postage Machine renewal, same as previous contract just needs renewed. City Council approved the renew for Pitney Bowes.

LAWYER: Not requested to attend

PLANNING: Nothing to report

PROJECT MERRILL: Nothing to report

NEW BUSINESS:

- **Hearing of concern from home owner Arlene Morris:** Cancelled 1/16/18 at 2:30 p.m. Item was tabled.
- **Discussion of Cable Plant Condemnation Effort:** Mayor Carlson report that he had been in contact with Klamath county and pacific corp and that if the City of Merrill wanted to condemn the cable plant that the City of Merrill has to authorization to do it. Mayor Carlson stated the risk in which he sees would be that if the custodian dropped a cable line that they would be responsible and there need to be a referred custodian for this project. Mayor Carlson stated his goal is to have a week or lease of exposure. Councilor Carleton made a motion to move forward with this , Councilor Smith 2nd the motion, with all in favor voting aye and all against stating nah. Motion passed with a 3-0
- **Discussion of Potential Authorization to Release for Proposal for Cable Plant Custodian:** Mayor Carlson reported that the ordinance proposal would include himself and Councilor Carleton and the City Attorney have a release the request for proposal. The goal would be to have that in hand, the process would be that the City of Merrill condemn the plant turn it over to the Cable plant custodian. The City of Merrill will only have for a few days. Councilor Carleton made a motion to release a request for approval and Councilor Smith 2nd, with all in favor voting aye and all against stating Nah. Motion passed with a 3-0
- **Define Employee Hiring Process:** The city Recorder position will be posted for candidates and to review and keep the options for the City of Merrill. Inter Recorder Jensen is allowed to apply for this job.
- **Land Scene Access for Solar Company:** Mayor Carlson reported that he had spoken with Matt Christian and that he reported that they had sold the company but they fell it there responsibility to keep up on the plant maintenance. The new company would like a 30 years access grant so that they can care for the plants and not fall against the City of Merrill agreements. The new would company need to write up a proposal and bring it in front of City Council for approval. This item will be tabled for next meeting.

- **Introduce Manufactured housing Code Update:** Mayor Carlson reported that he had revised these three code and consolidated them with new regulations and fee's which he plans to purpose as a new ordinance next month. Councilor Carleton state that we need to rewrite all codes at one point and Mayor Carlson agreed to this with maybe putting a committee together and finding some grants to help do this.
- **Aspects of Residential Zoning Revisions Intro.:** Mayor Carlson stated that at this time we do not define the deference between a multiple family duplex and a single family duplex. The point of this is to wave the conditional use permit per a duplex build. This would eliminate section A of 152.201 and keep the B section, which states that a new residential developmental lands are not eligible for a multiple dwelling or duplex conditional use permit until such time as the number of vacant in-fill residential lots falls below three.
- **Proposal from Vector Control:** Mayor Carlson reported that they would like to come in and present use with a presentation for the City Council Meeting. City Council agreed to invite them for February meeting.
- **Authorize Emergency Book Keeping Services:** Service are not needed at this time
- **Legal Billing from Attorney Ferguson:** Mayor Carlson stated he had meet with attorney 2 times for less them five minutes, in which the attorney made copies of the personal records information and that is what the City of Merrill is being charged for. Ferguson stated said he need copy's for himself to protect his emphasize himself. This item was tabled for next month with getting an opinion from the current City attorney.

OLD BUSINESS:

- **Consider Front Street Beautification Process:** Mayor Carlson stated that he does not have a rewritten copy from Rod Green on this so either they can proceed with this or table it for next month. The City Council decided to table it until the next meeting.
- **Consider PacifiCorp Franchise Agreement Renewal:** Mayor Carlson referred to Melody about this and the City Council had agreed upon this and it will be purposed as a resolution later tonight.
- **Status of Utility Rate Study:** Mayor Carlson reported that he, Councilor Carleton and Greg Matthews had not been able to meet about this item at this time.

ORDIANCES:

- **Cable Plant Condemnation:** Mayor Carlson stated that he can read the whole thing or it can be adopted by the name and it can be read twice tonight or once now and once next month. Councilor Carleton made a motion read the ordinance twice tonight, Councilor Lesh 2nd the motion all in favor stated aye all against stated Nah. Motion passed with a 3-0. Mayor Carlson stated that this is the second reading of the Cable Plant Condemnation. Councilor Smith stated she made a motion to approve the Cable Plant Candemnation ordinance Councilor Carleton 2nd the motion all in favor stated aye all against stated nah, motion passed with a 3-0.
- **Down town Beatification:** The first reading of the ordinance happened in December 2017 due to not having the revised copy the item was table for next month meeting.

RESOLUTIONS

- **PacifiCorp Franchise agreement Renewal:** Councilor Smith made a motion to approve the PacifiCorp Franchise Agreement Councilor Lesh 2nd the motion all in favor voted aye all against stated Nah. Motion passed with a 3-0

FUTURE AGENDAS:

- **Origis yearly payment plan with the amount and due date of the payments.**

PUBLIC COMMENT: Teresa Perry states that once again there were no agenda out for the public viewing at the meeting as well they are not posted on the website which was not up to date as well.

Councilor Carleton stated that we need to get a for sale sign for the commercial property out on the highway. Greg Matthews stated he had meet with a lady about a blue grass festival that she would like to put on in the City of Merrill and that she would like to give a presentation at the next City Council

ADJOURN MEETING:

Councilor Smith made a motion to adjourn the regular session Councilor Lesh 2nd the motion all in favor stated aye all against stated Nah. Meeting adjourned at 7:24 p.m. with a 3-0

Respectfully Submitted,

Mayor, Bill Carlson

Date

Jessica Jensen – City Recorder

Date