



**City of Mosier City Council Meeting  
October 06, 2021  
6:30 PM ZOOM**

**6:30 Mayor Burns calls the meeting to order.**

**Additions or corrections to the agenda:**

**Ron Wright: Review for City of Mosier staff item added (item number 6)  
STR agenda item moved to first position**

**Roll call:**

**Peny Wallace, Acasia Berry, Witt Anderson, Ron Wright, Mayor Burns (Charlie Cannon: absent excused).**

**Staff: Katie Skakel City Planner, Colleen Coleman City Manager, John Grim City Engineer, Jayme Bennett City Recorder**

**Audience: Todd Reeves, Brenna Campbell**

**Approval of 09/22/2021 MTG MINS: changes or amendments:**

**Motion to approve:**

**Because of the email transition, the packet was not received by council - minutes will be approved at the following council mtg.**

**Business Item I: STR Update: Katie Skakel**

Overview of process of STR committee, and objectives. (slide show provided and available upon request).

Committee comprised of local residents, valley, council members, staff. Several interest groups were represented, good neighbor policies, active brain storming sessions. 8 public mtgs over 5 months. Data gathered within the city, collected comments, researched ordinances and regulations in several communities around the world. The committee is a working group. Community input was a challenge.

Next steps: staff report and presentation to City of Mosier City Council on November 3rd mtg. This will include data gathered and community input. The last meeting will be October 28, 2021. This is a high level 30k foot overview. All considerations from committee and their input and review will be included in the final recommendation.

Questions?

Witt: How does the committee get to that recommendation?

Katie: Consensus - but different - the recommendation will be an objective consensus.

Todd Reeves: Access to minutes?

Jayne Bennett: I will be providing the minutes to the STR committee for their review, at which point they will be released to the public. Recordings are available now for the public upon request.

Katie will first review documentations, findings and conclude on the last committee meeting, which will result in a staff report. The October meeting is open to the public, we invite you to attend.

The recommendation to council is just a recommendation and staff report with findings. It is up to council to deliberate and decide.

Ron Wright comment: I felt there was a good compromise middle ground approach that addressed both sides of the spectrum.

### **Business Item II: WWTP Warranty Testing Status Report: John Grim**

From the UPRR derailment, there is a warranty testing and review of infrastructure required at the WWTP prior to release of liability.

There was extensive cleanup work required, there is a memo from 2016 that shows all the work was done.

5-year warranty is the testing to ensure no damage or apparent problems historically or at this time, but to be prudent, we are doing testing anyways, per our City of Mosier City Engineer's advice.

Comment: The cost of this time on the staff of City of Mosier needs to be documented for final settlement reserve from Team Mosier.

Outlined in the memo that is appendices to the (John Grim) staff report: Testing of all accessible components - everything that was online during the derailment will be emptied, clarified and reviewed by a Corrosive Engineer specialist, John Grim, Jacobs etc. The secondary process is to pressure test all underground pipelines.

Pressure testing of all underground pipelines that were online during the derailment. This is a very complex and difficult process. This will take around a week to ensure there are no leaks. If there are leaks detected, we will decide to replace or repair with slip lining depending on each circumstance.

Staff report reflects all work done, justification and details on all aspects.

Witt Anderson: What ballpark is UPRR into on this with expenses etc?

(J. Grim: Just the testing is 6 figures).

### **Business Item III:**

Tire Berm Update: Only lost a couple of trees - it has been hydro-seeded, new soil added, tires removed. Erosion control is in place currently.

Colleen is waiting to receive the list of native plant seeds that were applied. After the establishment the erosion control will be removed.

The original intent of the tire berm was to create a sound barrier. (not a City of Mosier action).

### **Business Item III: Joint Use Facility Fund Raising Update**

In the last meeting, committee voted for progressing to the next phase of design (we are at 60%)- this is required to secure funding for New Market Tax Credits.

The COO of the Timbers has offered to host a fundraising event at the last game of the season and allowing 75 people (catered by Timbers).

**November 7, 2021, 1.5 hours prior to game - food, drink, auction, presentation prior to the game.**

Peny Wallace: Everyone on the JUF committee invited?

Colleen- All council, Fire and School Board are invited, team involved thus far, potential future donors. We want to thank our volunteers and staff also.

Do we have consensus from council to go forward with further design on the JUF?

Witt Anderson: There is risk here, if the money doesn't come in and we are shy 1m or 1.5m we need to be aware that we spend money on a design that becomes a strand investment. We want to go in eyes wide open. We have a funding gap to fill, having considered this, I still support moving forward.

Ron: Can we quantify this in any way?

Colleen Coleman: Yes, we are at conceptual design. We haven't specified the details in design development (geo-tech specs, interior etc). If we don't get to shovel ready for additional funds, we could lose opportunity. We are obligated to spend the 500K state tax dollars. This is 180k investment which will allow us to further value engineer as needed. I recommend we spend the money and move forward. If we have a complete permitted set, we can extend fundraising.

There are additional properties on the UPRR parcel that we can sell for fundraising and partner with other entities for community needs.

Todd Reeves, this is just a design concept that we are moving further down the road allowing us to move forward.

Consensus: Motion: Witt Anderson Move City Council agree with recommendation of JUF C to have archivech move forward with design

2nd: Peny Wallace

All in, no opposition, motion passes 7:30

### **Business Item IV: Second Reading of Pacific Power Ordinance**

**178 is new number of the ordinance**

**Motion: Penny Wallace**  
**2nd: Acasia Berry**  
**All in, motion passes 7:37**

**Business Item V:**

If I were Mayor contest - we did this a couple years ago and one of the kids won the Oregon State contest.

Brenna read these and it was when the market was starting, and it was a great intro to the adventure of the market.

Not due until April, so they need all the time in advance being teachers, especially with the Corona Virus. The hardest part is deciding on the winners with such an incredible group of kids.

**All in favor and in support of If I were Mayor contest. 8:00**

**Business Item VI: Audit Update**

Colleen has draft audit; the management letter is in review. The audit findings have been distributed to the council already. The largest concerns have been addressed already since we are talking about the 2019 audit. The transition to Hood River alone resolved several issues inadvertently. I estimate 160 hours to get prepared for the next audit, likely heavily weighted on Jayme working under Tammy. I have 30% built into my estimate of hours based on life events (COVID, babies, staff turnover).

The transition to cash books will assist. The late filling for the next audit is obviously the COVID, not staffing this year.

When management is done with their letter, we can file it with the State of Oregon, and council. Tammy has a newborn baby, and works from home due to the COVID.

**Business Item VII: DLCD Grant Proposal**

Katie Skakel the last update was in 2004 for the comprehensive plan for Mosier. I would like to pursue this grant to assist us with our process to tidy up the code etc.

DLCD encouraged us to apply for this grant. Mosier needs an update to the comp plan. There has been a lot of work done from then to today - with Colleen's consent, we have a resolution for your consideration to pursue a 10,000 grant with a 1,200 in kind staff contribution.

Result: Road map with what policies and ordinances need updating to bring us to current day. Scope of work is in the packet provided to council.

**Motion: Penny Wallace would like to make a motion to pass Resolution 2021-09 authorizing grant request to DLCD to update the 2004 Mosier Comp Plan.**  
**2nd: Ron Wright**

**All in, no opposition, motion passes. 8:10**

## VIII: Employee Evaluation

Ron Wright has taken lead on finalizing an employee evaluation form for the City of Mosier that can be used now and going forward. It also contains a procedure for doing this process. I am seeking feedback (individual) from counselors on this process.

Seeking input and feedback from the position itself, the staff, the community, the council etc.

Laura Westmeyer has been involved; we have all looked at it.

City Council feels it is a good document and something that can assist to build a longer-term policy and procedure format.

Ron will move ahead with gathering information on the process.

Colleen will provide Ron with some addition information (contacts).

The review would be written by a select person to write a final draft review to present to council, rather than engaging all 7 members simultaneously.

Colleen: Is this a public session where you review the staff or executive session?

Executive session, with public by request of staff.

Announcements: Witt Anderson will be traveling but available on Zoom November and December. Mayor Burns will be traveling the end of November through December.

Colleen: November 07 trip planned- unknown at this time the status of that (5-day trip).

Second meeting in November - let's start discussion on the operations of the gate. Not the hours, but the actual hands-on management to ensure it is closed at night.

Colleen would like to get a meeting on the books for the site restoration at the park/UPRR property. Tuesday the 19th of October 9:00 at Arlene's house. If anyone has thoughts ahead of this, please share them prior to the meeting. The agenda is to review the concept drawing and modify as needed or wanted to meet the needs of the community.

**Adjourn: 8:34**

DRAFT