

CITY OF SUMPTER  
COUNCIL MEETING  
JANUARY 24, 2023

CALL TO ORDER – 4:00pm

- a) PLEDGE OF ALLEGIANCE
- b) MEMBERS IN ATTENDANCE –Mayor Wise, Councilor Demaris, Councilor Briscoe, Councilor Brandt and Councilor Smith
- c) VISITORS- Ron Shapland, Al Jones, Jenny Long, Mike Manning, Jennifer Lake, Lyle Olsen, and Kurt Clarke

APPROVE MINUTES

- d) MSP: To accept the January 10, 2023, Council Meeting minutes as presented. Councilor Demaris/Councilor Briscoe. Councilors Briscoe, Demaris, Brandt, Smith and Mayor Wise approved.

REPORTS

- b) Fire Chief Kurt Clarke
  - a) Thank you to all the volunteer firemen.
  - b) Volunteer Fire Department (VFD) received a donation for \$200 from John Wolford
  - c) February 4 & 5, Kurt wants to take QRU to the sled races for medical response.
  - d) The VFD was dispatched to a fire on 1/23/23 to provide mutual aid and were engaged in the fire.
  - e) The VFD is looking for more volunteers that work well with others. First & third Tuesdays, at 6:30PM.

NEW BUSINESS

- c) SCHEDULE EMPLOYEE EVALUATIONS – it is time to conduct employee evaluations for Tim & Jeff; Councilor Demaris will pull the evaluation forms. Councilors will meet February 3, 2023 at 9:30 to discuss/write reviews.
- d) DISCUSS TRUCK – Councilor Demaris excused herself from this agenda topic discussion. The city needs a new truck that will be added to the current fleet. Per Gaslin advisement, there is money in the budget as long as the city does not purchase a backhoe (backhoe would have to be in the budget for next year). There were seven potential vehicles from local dealers and a private citizen that were presented for consideration. Most of the vehicles reviewed [that were within the vehicle budget (\$20K)] had 100K miles on them. One vehicle that has 44K miles from a dealer was \$27K while private citizen's vehicle has 42K miles at \$14K price. This vehicle is a good deal for the city, and is in great condition. Councilor Smith suggested a possible vehicle donation from the state fleet and committed to investigating. Councilor Briscoe stated that the city should not wait for the donation scenario to play out and added that we should purchase the private citizen's Ford vehicle. The city could move forward with procurement of a donated vehicle to replace the current truck. The Ford truck is a good deal, and the city does not want to lose the opportunity. MSP: Councilors Brisco/Brandt to purchase the Ford pickup truck (42K miles) from a private citizen for \$14,000. All Councilors approved. Councilor Demaris abstained.
- e) MUSEUM CONTRACT PAST DUE – the Memorandum of Understanding (MOU) the city has with the Sumpter Valley Museum and Baker County Library has expired. The city has not received a financial statement in 6 to 8 months from the museum. Councilor Demaris stated the city does not know who the museum banks with and the city should have a copy of the 501c list of board members. This needs to be cleared up before we can renew the MOU without impeding the library or museum operations. Mayor Wise has requested board members to get the financial reporting resolved. The issue is tabled until February 2023.
- f) WATER GRANT/BID OPENING DATE – bids for the project are due to go out by January 31, 2023, for water tower construction. Contractors must submit bids by February 28, 2023, by 2:00PM. This is a scheduled council meeting; the

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bids will be unsealed for discussion/review. Once all bids are reviewed, they will be forwarded to HECO who will conduct their review.

- g) **SECURITY GRANT – APPROVED** - CIS announced the availability of a grant (January 6, 2023) for security cameras. Mayor Wise applied the same day, and the city was awarded \$350 for security cameras for city hall and potentially for the shop. The discussion proceeded onto the topic of city shop security. Councilor Briscoe suggests three cameras for the shop. Jenny Long stated that she had access to some used cameras that she would donate to the city.
- h) **ARPA FUNDS/WASTEWATER GRANT** – the design phase of the wastewater grant has to be finalized; we had to do a topographical and survey (where it all started). Since we are filing for a Business Oregon Grant (\$20K), we are required to do a cultural survey, a wetlands delineation and assure there are no artifacts in the ground [if we break ground]. This grant may not be enough for the wastewater project. Wetlands evaluation, artifacts assessment, etc. could take what was a \$20K cost up to \$30K. Nick Ducote (grant administrator) will not know until the engineer gets on site and starts to work on it. It was suggested to earmark ARPA funds (\$45,000) for the project and not take the Business Oregon 50/50 grant. ARPA funds were awarded to the city in 2021, since then, it has not been earmarked for any project. Those funds must be committed by 2024 and spent by 2026. If committed to the wastewater project, the ARPA funds should cover the risks associated with cultural and/or discovery of artifacts on site. Any unused funds could be allocated to other projects at a later date(s). **MSP: Councilors Demaris/Smith to earmark ARPA's \$45,000 for wastewater. All Councilors approved.**
- i) **OREGON MAYORS ASSOCIATION** – Mayor Wise participates in Zoom meetings and finds the Oregon Mayors Association to be a good source for information, networking, etc. She proposed to sign up for the association at a cost of \$71.00/yr. The association holds Mayor's conferences (Sumpter is hosting this year's meeting on July 20) and provides training on a variety of topics relevant to city government. Participating in this organization gets Sumpter noticed and assists with getting grants, plus other soft benefits. **MSP: Councilor Demaris/Brandt motioned to approve the expenditure. All Councilors approved.**

#### OLD BUSINESS

- j) **CITY HALL SECURITY DOOR LOCKS** – Mayor Wise addressed security of door locks at city hall. Previously, the cost of a unit was prohibitive. Gaslin has a unit they use that is less than half the price of a unit the city considered and works well for their needs. Mayor Wise proposes the use of keyless code locks which feature assigning unique codes by individuals. The preferred lock set would include an activity log function and a physical key for override in the case of a dead battery. One benefit of the keyless code locks is not having to manage keys handed out to employees, city council members, etc. Councilor Briscoe suggested purchasing three lock sets for: the city hall building door, the office door and the VFD door. The topic was tabled for additional investigation.

#### COUNCIL COMMENT

- a) **Mayor Wise** – the city will host the Memorial Day and Labor Day flea markets; fees will be the same as last year. The Fourth of July will be hosted by Sumpter Volunteers. Although the city loses or breaks even from the markets, the focus is on overall economic benefits to local businesses and promotes the city as a recreational destination. Worthy of note: dust abatement alone is a large expense for the city. Mayor Wise supports the city hosting Memorial Day and Labor Day. **MSP: Councilors Brandt/Smith to approve hosting Memorial Day and Labor days, seconded by Councilor Briscoe. All Councilors approved.**
- b) **Councilor Demaris** – reiterated that folks/organizations who want to reserve the School House community center, must fill out a *City of Sumpter Community Hall Application and Agreement*. This ensures accurate scheduling of the hall.

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- c) **Councilor Demaris** – AirBNB units are increasing in the city. It is incumbent upon the city to ensure proper licensing and zoning is considered. Councilor Demaris suggested holding a public meeting to entertain comments and discussion on the topic. It was decided to schedule the meeting for February 6, 2023, at 6:00PM.
- d) **Councilor Briscoe** – dust abatement: the state allows the city to change speed limits. It is suggested that the speed limit throughout the city be changed to 15 MPH; it is currently 25MPH. An article read by Councilor Demaris stated that small cities can change their speed limits. This change will help keep the dust down.
- e) **Councilor Briscoe** – the power overhead door at the city shop went out and could not be opened/closed manually. The repair contractor diagnosed the problem as a burnt circuit board and replaced it. The repair included the addition of a chain actuated door opener. The total cost of repair was ~\$1600. There was further discussion on the access to the shop and that a man door should be installed on the gable end side of the building. It was suggested that current doors could be moved, however that may cost more than purchase/installation of a new door. The estimated cost could be over \$1000: including the door, jacks, and concrete landings.

**PUBLIC COMMENT**

- a) Kurt Clarke proposed that if a truck can be procured by donation, perhaps one could be designated to the Fire Chief. It would make fire/emergency events assessment more efficient since the Fire Chief could depart ahead of fire equipment and communicate/direct assets needed to deal with the event. Many fire departments do have a vehicle for the Fire Chief.
- b) Jenny Long stated that they have the donation check from the VFD for the Santa Photos. They ended up with \$400+, but they increased it to \$500. Thanks were expressed by folks in the chamber.
- c) Ron Shapland commented on the negative connotation of the Fourth of July market on the city website. He would like to see a more positive message. The volunteers will host the Fourth of July market. Nancy Myers has been designated as the point of contact for questions and information.
- d) Mike Manning was informed that the alley (West Fairview) between Fairview St. and High St. will no longer be plowed by the city; even though it has been plowed for many years. After substantial discussion on the topic it, was decided to table the issue and revisit it in the Spring when proper assessment of needs can be completed.

**ADJOURNMENT – 5:06 PM**

**MSP: To adjourn. Councilor Demaris /Councilor Brandt. All Councilors approved.**

Approved by the City Council this 24th day of January 2023.

Approved: \_\_\_\_\_

Attested: \_\_\_\_\_