

**Paisley City
Hall**

PO Box 100

Paisley, OR

97636

541-943-3173

**Paisley City
Council**

Mayor

Keith Harra

**Councilor/
President**

Lora Mayea

Councilor

Toni Bailie

Councilor

Travis Garner

Councilor

Wes Houston

Recorder

Melissa Walton

**CITY OF PAISLEY
Regular Meeting Agenda
February 7, 2023
5:00 pm at City Hall**

1.0 CALL TO ORDER / PLEDGE OF ALLEGIANCE

2.0 CONSENT AGENDA *Action/Consideration*

- January 17, 2023 RM Minutes
- January Invoices

3.0 BUSINESS *Action/Consideration*

- Meeting Dates & Times
- Scheduling Work Sessions
- Craig DeLarm; Preparedness Committee
- Google Workspace
- Follow-up Actions from January 17th
- Committee for Interviews
- Community Center Rental for Bible Study Group

4.0 PUBLIC APPEARANCES

Public comments will be heard for any item NOT on the posted agenda.

5.0 REPORTS

- Public Works
- Mayor
- Recorder
- Committees/Boards

6.0 EXECUTIVE SESSION

Public Meeting Law authorizes governing bodies to meet in Executive Session in certain limited situations. O.R.S. 192.660. No action will be taken.

7.0 ADJOURNMENT

- Next regular meeting February 7, 2023, 5:00 pm at City Hall.

Note: Although not anticipated, circumstances may require, and the Council may make decisions, at any official meeting. Agenda items without a specific time slot may be rearranged in order to make the best use of available time.

If you require a sign interpreter, large print materials, or other accommodations, call (541) 943-3173 at least 72 hours in advance of the meeting date.

Virtual access to this meeting is available upon request; call City Hall at (541) 943-3173 at least 24 hours in advance of the meeting date.

City of Paisley

February 7, 2023

Regular Council Session

Paisley City Hall

Please Sign In

PRINT

SIGN

1. Melissa Walton

Melissa Walton

2. Lora Mayes
West Houston

Lora Mayes
West Houston

4. Travis T. Garner

Travis T. Garner

5. Keith W. HARRA JR

Keith W. HARRA JR

6. Toni Bailie

Toni Bailie

7. Stu Burgess

Stu Burgess

8. Craig DeLorm

Craig DeLorm

9. KERRY FURL

Kerry Furl

10. Gary E. Sobers

Gary E. Sobers

11. Carrie Wann (Jeri)

Carrie Wann (Jeri)

12. Rick Wann

Rick Wann

13.

14.

15.

16.

17.

18.

19.

20.

City of Paisley
Minutes of February 7, 2023
Regular Council Meeting

- 1.0 Call To Order/ Pledge of Allegiance** The Regular Council meeting of the City of Paisley was held on February 7, 2023 at Paisley City Hall. Mayor Keith Harra called the meeting to order at 5:01 pm. Council Members in attendance were Toni Bailie, Lora Mayea, Wes Houston, and Travis Garner. Others in attendance: Stu Burgess, Krissy Funk, Jeri Wann, Rick Wann, Craig DeLarm, Bev Scherer, Gary Scherer, and Melissa Walton, recording minutes.
- 2.0 Consent Agenda** **Lora Mayea moved, Wes Houston 2nd, to approve the January 17, 2023 Regular Meeting Minutes, MCU.** Council agreed they would like payments for services to be issued after receipt of services rather than prior; will work on motion for next meeting. **Toni Bailie moved, Keith Harra 2nd, to approve the January Invoices, MCU.**
- 3.0 Business**
- 3.1 Craig DeLarm; Preparedness Committee** The state of Oregon proposed last year that law enforcement, or LEOs, are not up their standards on emergency preparedness. Now they are required to hold 5 emergency preparedness trainings; most are annual. Those trainings are active shooter, mass shooter, active hazmat and decontamination, military activity and everyday emergencies. There will be an announcement before most of the trainings to help alleviate fears. They are telling everyone that once the exercises start people need to stay out of the way. There are some dates set for trainings during March, April, and June. It's recommended the City set up an Emergency Committee of about 3 members. These people will be the ones with information during fires or any other emergency, and also a liaison between the City and the responding emergency service crews.
- 3.2 Meeting Dates & Times** **Wes Houston moved, Lora Mayea 2nd, to hold one meeting a month on a Friday at 6:30 or 7:00.** Toni stated Fridays are not a good day because the recorder is not normally around and starting at 6:30 makes the meetings go too late. Stu Burgess also pointed out the public is usually busy on Fridays; games or out of town and the Community Center is probably more in demand on Fridays. **Keith Harra moved to amend the motion to move the meeting to the first Tuesday of the month at 6:30 pm, to call Special Meetings as needed, Lora 2nd, MCU.**
- 3.3 Scheduling Work Sessions** **Keith Harra moved to schedule work sessions once a month.** After discussion **Keith Harra moved, Lora Mayea 2nd, to have a regularly scheduled work session each month on the third Tuesday at 6:30 pm, MCU.** These meetings can be canceled if not needed.
- 3.4 Google Workspace** Melissa stated she had contacted CenturyLink about setting up emails for Council members. They said yes it could be done but it would cost \$5 to \$10 per email, per month. She looked into Google Workspace and it will cost \$6 to \$10 per month. Using Google Workspace will give each Councilor their own email and gives access to Google Docs. Wes Houston will not have one as he doesn't have a computer. His

information will be mailed to him or Keith can get him into the office to pick up his packet. Keith asked if Melissa had explored other options. Melissa stated she did not know of other options. **Lora Mayea moved, Travis Garner 2nd, to go with Google Workspace and have Missy set it up, MCU.**

3.5 Follow-up Actions from January 17th Keith Harra moved, Lora Mayea 2nd, to hold a work session on Council goals and priorities to present at the next meeting for approval, along with the follow up on this list on February 21st at 6:30 pm, MCU.

3.6 Committee for Interviews Keith Harra moved to set up a committee for interviews for the Public Works position, with Travis not being a part of it as he's fairly close to the situation and the people. Travis feels he should be fine for being a part of the interviews but he will not vote on the new person. Melissa had talked with Travis Way about being a part of the committee and he said no. She also talked to Ralph Paull and he said yes. The interviews are set for 9 am and 9:30 am. The lawyer had suggested having an interview committee so the interviewees don't feel pressured during a public meeting as the interviews can't be held in executive session. Council will be given a copy of the resumes and the answers given to the questions, for them to review. **Keith Harra amended the motion to set up the interview committee with Melissa Walton, Ralph Paull, and Travis Garner, Lora Mayea 2nd, MCU. Keith Harra moved, Toni Bailie 2nd, to hold a special meeting on the 8th at 7:00 pm. for hiring a Public Works person, Council will meet at 6:30 to review the answers to the interview questions, MCU.**

3.7 Community Center Rental for Bible Study Group Keith Harra moved, Toni Bailie 2nd, to waive the cleaning fee for the Bible Study Group and to charge \$25.00 per use, MCU.

4.0 Public Appearances Krissy Funk is following up on the fence on her property. She has met with the County Building Department, the Tax Assessor and the title company. They say there is not information to be found. The only survey they can find is from 1961. She was told to go back to the City for plat maps and to have them research from there for surveys and set-backs. Wes stated he wants the property surveyed. Krissy stated that if she is required to spend \$1000 to survey her property everybody else in town better be prepared to survey their property also. Lora said no only properties that have complaints or questions against them. Keith stated he doesn't feel it's going to come to that and it will be discussed at the work session. He said with the age of the survey and the plat maps probably also being outdated, more than likely every property within the City is going to come under question. To have an issue made over it isn't necessary unless there is a need for that space.

5.0 Reports

5.1 Public Works Travis has been talking with Duane Hand on the church well. He did a tour of the treatment plant with the school kids. There was an issue at the sewer lagoon with the pump. He worked on it for 3 days and got it working. The pumps need to be greased, and the air compressor needs to be bled monthly. He is working on an operating guide for the public works position. The next certification class is March 6 in Sunriver. Travis is willing to do the water samples until the next person is certified. Lora brought up the water tower and the tires behind the pioneer. The tires need to be moved by the owners. The dunk tank and information booth need to be moved by the

Mosquito Festival committee up around the treatment plant. Travis wonders if the fire tower or the old jail could be designated as historical. Jan Murphy's truck is being moved. The bid for fire hydrants is going out along with the vector control bid. The public works position should not touch the hydrants. Need to get a list of broken meters from Dustin. The fire department should be in charge of flushing the hydrant lines not the public works department. Travis discussed using #2 or #3 well for dispersing water to fire trucks, etc. Put a valve and meter on it.

5.2 Mayor None at the moment; able and willing to learn. His intent is to do right by the citizens of Paisley.

5.3 Recorder Included in the packets are print outs from Anderson Engineering for payment bond and performance bond for the bid on the sewer pipe on Mill Street. There are also nine water right applications for ODFW sent by the Water Resources Department. A memo from LOC looking for hosts for Small Cities Meetings. And information on House Bill 3115.

5.4 Committee/Board Reports None

6.0 Executive Session None

7.0 Adjournment Meeting adjourned at 6:30 pm.

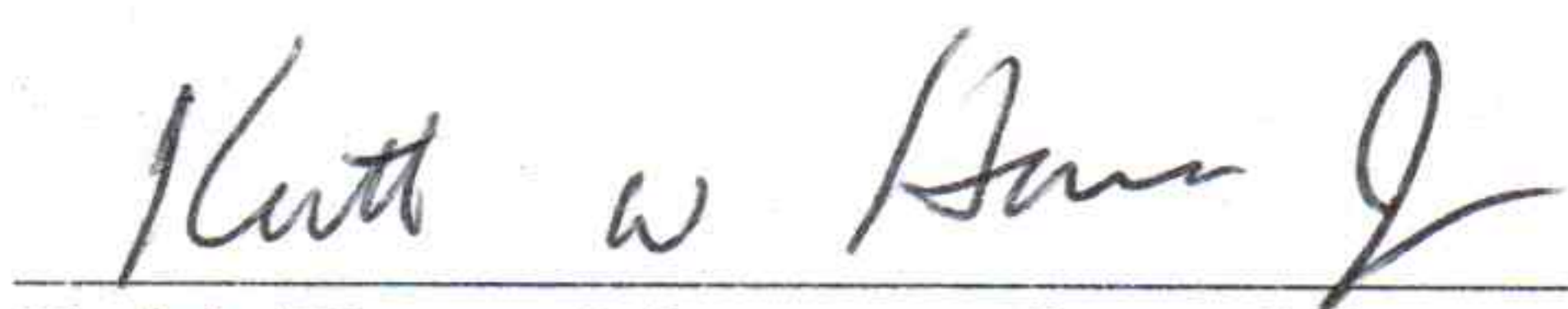
Next Meeting: The next Regular Meeting will be held March 6, 2023 at 6:30 pm at City Hall.



Melissa Walton, Recorder / Treasurer Date

2/23/2023

Approval



Keith Harra, Mayor or Lora Mayea, President Date

3/20/2023