

**Minutes**  
**Aurora City Council Meeting**  
Tuesday, August 09, 2016, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main Street NE, Aurora, OR 97002

**STAFF PRESENT:** Kelly Richardson, City Recorder  
Mary Lambert, Finance Officer  
Darrel Lockard, Public Works Superintendent  
Officer Bell, Marion County  
Dennis Koho, Koho Law

**STAFF ABSENT:** NA

**VISITORS PRESENT:** Chris Green, 14643 Ottaway Building C  
Scott Ross, Aurora  
Kris Sallee, Aurora

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**1. CALL TO ORDER OF THE CITY COUNCIL MEETING**

Meeting was called to order by Mayor Bill Graupp at 7:11 pm

**2. CITY RECORDER DOES ROLL CALL**

Mayor William Graupp- Present  
Councilor Jason Sahlin - Absent  
Councilor Kris Sallee-Present  
Councilor Robert Southard-Present  
Councilor Tom Heitmanek - Present

**3. CONSENT AGENDA**

- a) City Council Meeting Minutes – July, 2016, City Recorder Richardson informs council there were a few sentence structure items that have been corrected.
- b) Planning Commission – NA
- c) Historic Review Board Meeting – June, 2016

**ACTION ITEM: NA**

Motion to approve the consent agenda as presented was made by Councilor Sallee and is seconded by Councilor Southard. Motion approved by all.

**4. CORRESPONDENCE –**

- a) NA.

## 5. VISITORS

Anyone wishing to address the Aurora City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Aurora City Council could look into the matter and provide some response in the future.

- Scott Ross, 21200 Hwy 99E. I brought a matter to the council last month regarding a possible tort claim I would like a status. City Attorney Koho informs Mr. Ross the city is taking its insurance advice as there is no case and we have no intention to settle and if you want go ahead and file.
  
- Chris Green, 14643 Ottaway Rd building C, I received a cease and desist letter from the city regarding not having a business license. I currently lease the building from John Smets and I am not currently doing business however I would like an extension to apply for a code text amendment to remove the buffer zone or two make a deal with the other business to buy us out. Mr. Green states they submitted a letter to Joseph Schaefer today were beginning the process. Richardson informs council that this is the business that she was directed to send out the violation letter regarding the lack of permits and no site development review being approved for the lease of the building. Council consensus is to give Mr. Green until the next council meeting and discuss this issue again.
  
- Kris Sallee, addresses the council as a citizen who received a bill for services provided to her per the sign application that was applied for. Sallee has concerns regarding the bill and how it was handled. 1. Why am I receiving this so long after the fact? 2. Why is the attached showing my name and others I don't really care for other people seeing what I am doing, is this normal? 3. Due date was wrong. 4. Question regarding her check and the amount due.

## 6. REPORTS

- a) Mayor Bill Graupp, informs council that he attended the Mayors conference and received some good information regarding public meetings laws and because of what he learned feels we need to look at our email practices. City County insurance is working hard to address the recreational immunity law. CIS is offering a service to inspect playgrounds and I would encourage staff to take advantage of this service.

Council discussed. NA

**ACTION ITEM: NA**

- b) Planning, August meeting was cancelled.

**ACTION ITEM: NA**

- c) Public Safety, Officer Mike Bell our new deputy gives a bit of background and experience. He presents his report and informs council that currently approximately 90% of the citizens treat the stop sign on Liberty as a yield sign and soon he will be issuing cites. Currently were getting ready for the Colony Days events. Councilor Sallee asks for a yearend report. Mayor Graupp asks for deputy Bells reaction to the free lunch trailer in the park and deputy Bells think it's a great idea. There have been no issues in the park during the concerts either.

Council discussed, NA

**ACTION ITEM: Yearend Report**

- d) Finance,
- Everything is going great does council have any questions.

Council discussed, NA

**ACTION ITEM: NA**

- e) Public Works
- Presents his report and is happy to be in the new budget cycle as some areas were operating thin near the end.
  - The water leak at 21383 has been addressed and the leak was as earlier reported on the customer's side of the meter.
  - Yukon water leak has been addressed as well along with Bobs and Liberty.
  - We have cut back water usage in the park.
  - Working on the water rate study items.
  - Councilor Sallee ask about how many meters can be done in a day and Lockard states approximately 3-5.

Council discussed, various items regarding Colony Days.

**ACTION ITEM: Get completed and updated contract.**

- f) Parks Committee
- Mayor states that there has been a lot of good feedback from Aurora Colony Days committee regarding the addition of the farmers market.

**ACTION ITEM: Web payment portal.**

- g) City Recorder, gives her report and informs council 3violations went out last month and there are no questions from council.
- h) City Attorney
- During this time Councilor Sallee informs the group she contacted Tamara Jones the pre-loss attorney at the League of Oregon Cities and spoke to her about the Employee Manual. Staff informs Councilor Sallee that the Employee Manual originated from there and was adapted towards Aurora and went through the review process from City

County Insurance Services and the League of Oregon Cities that last time is was updated.

Council discussed, NA

**ACTION ITEM: NA**

## **7. ORDINANCES, RESOLUTIONS AND PROCLAMATIONS**

- a) Resolution Number 713 A Resolution to Validate in Writing Heitmanek Appointment,

Motion to approve Resolution Number 713 and Validate Heitmanek Appointment is made by Councilor Sallee and is seconded by Councilor Southard. Passed by All.

- b) Resolution Number 714 A Resolution to Purchase a 2017 Ram Truck for Public Works Department as budgeted. , There is a brief discussion regarding what to do with the old trucks.

A motion is made by Councilor Heitmanek to approve Resolution Number 714 to purchase 2017 Truck for Public Works and is seconded by Councilor Southard. Passed by All.

## **8. NEW BUSINESS**

- a) NA

## **9. OLD BUSINESS**

- a) Discussion and or Action on Ordinance Violations/Nuisance Declared Property Location 21367 Hwy 99E Richard Reneau. Council discussion the safety issue at this property and various options. It is the consensus of the council to think about where they want to go with this and table until next month.

**ACTION ITEM;** Public Works needs to get a bid for cleaning up the lot.

- b) Discussion and or Action /Review of Council Procedures, leave as ongoing.  
c) Discussion and or Action/Review of Employee Manual. Leave as ongoing.

## **10. FUTURE TOPICS**

- a) IGA List  
b) Chapter 8 Noxious Vegetation

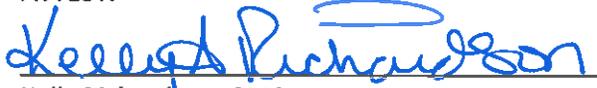
**11. ADJOURN,**

Mayor Graupp adjourned the August 09, 2016 Council Meeting at 8:29 PM.

A handwritten signature in blue ink, appearing to read "Bill Graupp", written over a horizontal line.

Bill Graupp, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Kelly Richardson", written over a horizontal line.

Kelly Richardson, CMC  
City Recorder