



City Council Meeting  
February 21, 2017 7:00 pm  
City Hall Council Chambers  
201 NW Douglas Blvd.

## Minutes

### I. Call to Order—*Ken Barrett, Mayor*

- A. Pledge of Allegiance
- B. Roll Call

**The meeting was called to order at 7:00 by Mayor Barrett and he performed the roll call. Those present were councilors Hayes, Cunningham, Berquist and Hobson and Douglas High School representative Joshua Herrera. Chief Scott Gugel, Lt. Brandon Sarti, public works director Andy Howell and city manager Mark Bauer were also in attendance.**

**Following roll call, Bauer added item I under New Business.**

### II. Consent Agenda

- A. Approval of Council Minutes—*February 6, 2017*
  - B. Acceptance of Minutes—*Boards, Commissions, Committees and Schools*
- Motion to approve consent agenda as presented by Hobson; second by Hayes; unanimous.**

### III. Citizen Comments—*anyone wishing to discuss items not covered on this agenda are welcome to address the City Council as a whole. Please state your name and address for the record. Each speaker will be given a maximum of 3 minutes. The Council reserves the right to delay action until they have full information on the issue.*

**Bud Spier, 123 Winston Section Rd. Spier, commander of VFW Post 9745 has several patrons that desire to play “Texas Hold Um” at the club. Spier was directed to put his request in writing and bring it back.**

### IV. Reports of Boards, Commissions, Committees and Schools

- A. Douglas High School—*Joshua Herrera*  
**Computer lab wall concaved; Leadership book drive; proceeds go to Lookingglass Elementary School Library which recently was damaged by fire; March is Unity Month; multiple sports teams/individuals going to state competitions; Talent Night March 9<sup>th</sup>; Prom is May 13<sup>th</sup>.**
- B. Economic Development February 8<sup>th</sup>—*Dick Hayes*  
**O’Reilly Auto Parts has employed 10 people; Chamber and Wildlife Safari partnering to clean up Kyam; Lookingglass Brewery raised just under \$7,000 in 4 hours to benefit Lookingglass School.**

C. Park Board—February 13<sup>th</sup>

**Sandy Lipphardt submitted a written report.**

D. Parks Gift Catalog Committee—*Edie Young*

1. Gift Catalog Concept

**Concept would provide a way for citizens to donate playground equipment/benches etc. to city parks. Nothing installed without going through approval process. Concept to be introduced at upcoming first citizen's banquet.**

**V. Department Reports**

A. W-G Wastewater Treatment Facility—*Christopher Sherlock, Superintendent*

1. January, 2017

**Sherlock was absent but submitted a written report which Bauer read to the council.**

B. Winston Police Department—*Scott Gugel, Chief of Police*

1. February 21, 2017

**New contract with school district for SRO; officers have completed LEDS training; firearms training in rifle and side arms; disposed of over 100 lbs. of medication.**

C. Administration—*Mark Bauer, City Manager*

1. February 21, 2017

**Restroom project coming in over budget. Options are being researched including pre-cast drop in place buildings, to bring project costs down. Edie Young was presented with the beautification committee's sign in appreciation for her volunteer efforts. Power outage at treatment plant for approximately 30 hours. Plant superintendent Chris Sherlock reported that even with failing generators, there were no spills and the treatment process was not interrupted. Power was restored by 1:30 pm on the 21<sup>st</sup>. Will attend Policeman of the Year ceremony with Chief Gugel who will be a speaker at the event.**

**VI. Old Business**

**VII. New Business**

A. New Business Licenses—**None**

B. Set Council Workshop Dates—**No dates set**

C. Second Quarter Financial Report—**Power point presentation of 2<sup>nd</sup> quarter spending.**

D. Appointments to Boards, Commissions, Committees and Schools

**Motion to reappoint Don Richardson, Sandra Thorn and Rob Price, and to appoint Victor Petrucci to the planning commission by Berquist; second by Hayes; unanimous.**

**Motion to reappoint Bruce Justis Sr. and to appoint Sharon Harrison, Beverly Heyer Cathy Petrucci and Sandy Lipphardt to budget committee by Hobson; second by Cunningham; unanimous.**

**Motion to Reappoint Christie Glen-Knutson and appoint Sandy Lipphardt to the park board by Hobson; second by Hayes; unanimous.**

E. Appointment of One Council Member to Douglas County Library Futures Committee

**Motion to select Councilor Cunningham for DC Library Futures Committee by Hayes; second by Hobson; unanimous.**

F. Placement of Mayor on Bank Signature Cards

**Motion by Cunningham; second by Hobson; unanimous.**

G. Administration Request to Purchase Website Software

1. Staff Report—*Mark Bauer*
2. Citizen Comments
3. Council Action

**Motion to approve request by Berquist; second by Hayes; unanimous.**

H. Resolution 17-771—*Sewer Digester Repair*

1. Read by Title Only—*Mark Bauer, City Manager*
2. Staff Report
3. Citizen Comments (3 minutes each speaker)
4. Council Action

**Motion to approve by Berquist; second by Cunningham; unanimous.**

**I. Major Amendment to Subdivision Fee**

**City staff recommends approval of a fee of 50% of the original application fee to be implemented on all major amendments to subdivisions. No fee has ever existed for the service and according to research of similar areas, the fee is appropriate.**

**VIII. Non-Agenda Items from Council**

**Berquist followed up with request for hand rail repair on state highway.**

**IX. Good of the Order**

- A. Check Copies
- B. Claims in Excess of \$500

**X. Announcements**

- Urban Renewal Agency Regular Meeting 3:00 Feb. 22<sup>nd</sup> City Hall
- City Council March 6<sup>th</sup> 7:00 City Hall
- Economic Development March 8<sup>th</sup> at noon City Hall
- Park Board March 13<sup>th</sup> 6:30 City Hall
- Daylight Savings Time Begins March 12<sup>th</sup>. Set Your Clocks Ahead 1 Hour
- Elephant's Walk Project Meeting March 14<sup>th</sup> 7:00 Community Center
- Planning Commission Public Hearing—RV Park on Abraham March 1<sup>st</sup> 7:00 City Hall
- First Citizen Banquet and Ceremony Feb. 27<sup>th</sup> 6:00 Community Center

**XI. Executive Session—Pursuant to ORS 192.660**

**XII. Adjournment**

**There being no further business, the meeting adjourned at 8:45pm.**

Respectfully submitted by Cindy Sarti, Finance Clerk

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Kenneth L. Barrett, Mayor

Attest:

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Mark D. Bauer City Manager/Recorder

**AMERICANS WITH DISABILITIES NOTICE**

*As part of public policy, the City of Winston will attempt to provide public accessibility to services, programs and activities. If accommodation is needed to participate at this meeting, please contact Winston City Hall at 541-679-6739, at least 48 hours prior to the scheduled meeting time.*