



City of Seneca

Phone/Fax: (541) 542-2161

PO Box 208 / 106 A Ave.

Seneca, OR 97873

**CITY COUNCIL
REGULAR MEETING
September 12th, 2017**

Present Council

Bill Williams

Andrea Combs

Sue Holliday

Brad Smith

Public

Matt Wenick

Tina Jahn

**City Manager/Recorder Josh Walker,
Minutes taken by Raamin Burrell**

Mayor Combs called the meeting to order at 6:05 pm.

Open Floor:

Mayor Combs called for open floor items from the public.

Approval of Minutes:

Mayor Combs read the agenda item aloud. She confirmed that the minutes from the Regular Council Meeting on August 8th, 2017 were read by all Council members. After a couple of minor corrections, Mayor Combs called for a motion to approve the minutes.

-Councilor Holliday made the motion to accept the meeting minutes, Councilor Smith seconded it. All were in favor, motion passed and Minutes signed.

Discuss Creation of "Green Space":

Mayor Combs read the Agenda item aloud and stated that she loved this idea. Raamin explained that this was an idea that was presented to the City office by a few different people in town with the most vocal about it being Tina Jahn, whose residence is directly across Fourth Street from the space in question. At this point, the floor was handed over to Tina Jahn to hear her ideas. Mrs. Jahn started by stating that the space is already used for viewing the surrounding area and already has a seasonal pond on it. If the space were designated, then a walk path could be put in, people in town could donate trees, and plaques could be placed near the trees with a description. This space would serve as more of a park solely for the townspeople, not as public as the City Park on Highway 395. As there is no local cemetery for people to pay their respects to passed loved ones, another option



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would be for the townspeople to place memorial markers, like trees, benches, etc. Mayor Combs stated that this lot has a lot of things going on around it and that she has also talked about a need to keep industry separate from residential to preserve the sanctity of peoples' homes. Funds are currently allocated elsewhere for other City projects but Mayor Combs definitely wants to see this in the future. City Manager Walker contributed that according to City Code, the City would have to do a conditional use permit or change the zoning for that lot in order to be legal. However, there is a new Bill in the State legislature right now that would allow for zoning changes to be made more cost-effective and less restrictive. Mrs. Jahn read that the possible change would also make the zoning change tax free for communities. Raamin added that the conditional use permit has a set time limit and would have to be renewed. Mayor Combs reiterated that she's definitely interested in this project, but that it's currently lower priority because we have several projects underway and limited staffing for additional projects. Mrs. Jahn asked if the Council could vote to keep the lot empty? Mayor Combs said that is wasn't necessary since the City has no intentions to sell that lot any time soon. We need to see what the new legislation looks like and go from there. We can keep it on the agenda for the future. Mrs. Jahn volunteered to lead any volunteers that want to contribute when the time comes. City Manager Walker asked when would be an appropriate time to follow up on this item? Mayor Combs suggested an update for the January Council meeting. Councilor Williams asked if mowing further out would mess with the zoning since it would be on industrial not residential? Mayor Combs said there would be no issue with that and, in fact, it would be good to maintain a firebreak and buffer space for the residential zone. Mrs. Jahn finished by stating that she would donate time and funds when the time comes to do this.

Selection of New City Logo:

Mayor Combs read the agenda item aloud and stated that the possibilities were included in the Council packets for Councilors to vote on. Raamin stated that if there's one that someone preferred but wanted to suggest a minor edit, then just write it on the paper of the one they like the best. The choices will be tallied and the new logo will be shown at the next Council meeting.

Review Scope of Work for Fire Station Design:

Mayor Combs read the Agenda item aloud. City Manager Walker stated that this was an update of the progress being made. The City has been pre-approved for a USDA Rural Development Grant of \$50,000, but there is a list of things that have to be done before proceeding. City Manager Walker contacted Levi Voigt to see if he was interested in doing the engineering work for the project. He thinks that he and



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his new company, Strux Engineering, LLC, would give the project a more personal touch since they are locals. He's the one that has done the engineering work for the City Park Structure. City Manager Walker met with them on Wednesday (9/6/17) and by Sunday they had a scope of work with a total and a not-to-exceed amount for the project. It is basically a feasibility study. They will look at both possible sites for the Fire Station and build drawings with architectural designs. Specifications will include ODOT rigs, pull-through radius for the apparatus, etc. The cost is approximately \$4,000, but they will allow us to do the full design and construction, not to mention the availability of other grant funds are more likely once there is a plan to submit. Mayor Combs asked if City Manager Walker was looking to approve the expenditure? City Manager Walker said yes and passed the document from Strux Engineering around for the Councilors to review. Once thoroughly looked over, Mayor Combs called for a motion to approve the expenditure and the scope of work.

-Councilor Williams made the motion to approve, Councilor Smith seconded it. All were in favor, motion passed.

Discuss/Approve Summary Abatement of Abandoned Property:

Mayor Combs read the Agenda item aloud and explained what property this was pertaining to and asked what kind of timeline was needed for this. Raamin explained the process set forth in the City Code to declare the nuisance and summarily abate. City Manager Walker stated that no one really knew what was going on with that property until research was done earlier in the year in regards to the County Foreclosure List, which that lot is one of those properties. Since the person who was currently squatting on that lot left in August, the City has become aware that there has been a long line of squatters just handing the property off to each other since approximately 2001. Raamin verified that the owner has indeed passed away some years ago and that nobody has legally claimed the property, the County has worked exhaustively to try to locate someone with a legal claim to it, with no luck. The City is not going to hook up or turn on City Utility services until the County takes over or a legal inheritor shows up. Councilor Holliday stated that she would definitely recommend boarding it up. Mayor Combs stated that as long as she could remember it's never been empty for more than 6 months at a time. City Manager Walker wants to tow the vehicles that are abandoned on the lot to the City Yard until the owners can be found or the vehicles scrapped. Mayor Combs called for a motion to declare the property located at 207 A Ave a nuisance of being an abandoned property.

-Councilor Smith made the motion to approve, Councilor Williams seconded it. All were in favor, motion passed.



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Then Mayor Combs called for a motion to approve the summary abatement of the nuisance by way of boarding up the dwelling and removing the abandoned vehicles from the lot.

-Councilor Smith made the motion to approve, Councilor Holliday seconded it. All were in favor, motion passed.

Review/Approve Updated Abatement Costs:

Mayor Combs read the agenda item aloud and stated that this was in regards to the current abatement procedure at 106 B Ave. City Manager started with an update to the progress so far. All of the accessory buildings, trash, debris, etc. have been removed from the lot and taken to the dump, over 7 tons worth. Before they decided to knock the dwelling down, they realized that the outer siding on the house may have asbestos in it. In researching the asbestos, we found out that, as of January 1st, 2016, the DEQ requires every building past a certain age to have an asbestos survey done on it prior to demolition. He explained the process of demolition for different types of asbestos. The City may be able to do the abatement, depending on the types found. We received three different quotes for work to do the survey with the least expensive being about \$900. The biggest part of the fee is the expense of the time to get here from a larger city. There is a possibility that the survey for this lot may be combined with a survey on another lot in order to reduce the cost. A general discussion ensued about the process of demotion and the types of asbestos. City Manager Walker then explained that he was requesting Council approval on the cost expenditure to move forward. Mayor Combs called for a motion to approve the expenditure.

-Councilor Williams made the motion to approve, Councilor Holliday seconded it. All were in favor, motion passed.

LGIP Signatures for Approval:

Mayor Combs read the agenda item aloud. Raamin explained that this document was left out of the earlier update packet from LGIP due to the fact that they didn't realize how out-of-date their previous information was. Earlier information was dated 2009. As approval was given by Council in a previous meeting to sign these documents, no further approval was needed. Document signed by Mayor Combs and City Manager Walker.

Final Engineering Draft for the Wastewater facilities Project:

Mayor Combs read the agenda item aloud. City Manager Walker explained why the process took so long. It was mostly due to the cost of having a project



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overseer on-site that would have to come from out of the area. He asked HECO Engineering to remove that section of the draft so that project work can begin. That section can be revisited and/or renegotiated at a later time without delaying the overall project. Mayor Combs called for a motion to sign the final engineering draft.

-Councilor Williams made the motion to approve, Councilor Holliday seconded it. All were in favor, motion passed.

Review of Response Letter to Zoning Complaint:

Mayor Combs read the agenda item aloud and asked that the Council read the letter. (Copies were provided for Councilors) Mayor Combs stated that there was no issue with us providing them with a copy of the complaint. Since the complaint was verbal, then if Mr. McWilliams was no longer in town, then the City would need to get his permission to sign. City Manager Walker asked that the City provide a simple response asking for a copy of the surveying results. Mayor Combs suggested starting with, "we appreciate your response to the complaint . . . and would like to see their response by the November Council meeting."

Approval and Signatures for Pasture/Lease Agreements:

Mayor Combs read the agenda item aloud and signed the agreements. As the motion had already been carried and passed in a previous meeting, no further approval was needed, agreement was signed.

Bills Before Council/Banking Signatures:

Mayor Combs read the agenda item aloud and called for a motion to sign the monthly bills.

-Councilor Holliday made the motion to approve and sign, Councilor Smith seconded. All in favor, bills signed.

Mayor Combs adjourned the meeting at 7:05 p.m.

Mayor:

Attest: