



City of Seneca

Phone/Fax: (541) 542-2161

PO Box 208 / 106 A Ave.

Seneca, OR 97873

**CITY COUNCIL
REGULAR MEETING
April 11th, 2017**

Present Council

Bill Williams

Melissa Pettyjohn

Brad Smith

Andrea Combs

Sue Holliday

Public

Matt Wenick

Dave Hannibal

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

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

Open Floor:

- Mayor Combs called for open floor. Mr. Wenick asked for an update on the subdivision. City Manager Walker said he'd been in contact with Jack Watson at Sisul Engineering and they said they were swamped and behind. Mr. Watson claimed they would "bump us up" to the top of the list as weather allows. City Manager Walker also spoke with Joe Hitz about the right of way. They went over the maps and discussed the new sewer plant and the lines coming from the subdivision to the new lagoons. Seneca is projected to have its new sewer system in by the end of 2018. They will decide at a future meeting whether or not to allow septic systems since there will be city sewer availability to each lot.
- Mr. Hannibal asked if the new plant will overlap the snowmobile racetrack. City Manager Walker said he didn't know since the initial plans were not done to scale and were completed before his employment as City Manager. They will try to spare the racetrack, if they can.
- Mayor Combs informed everyone present that the OMA does a contest every year for kids and would like the City Council to pick the appropriate winners that will be submitted to the state at the next council meeting.



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- Mr. Hannibal asked if there was a 4H in Seneca, answer was no. He wants to host a luncheon for the City at the Hotel and wants the locals to be able to benefit by providing the services needed; catering, set-up and clean-up, maybe a raffle, etc.

Approval of Minutes:

Mayor Combs read the agenda item aloud. She confirmed that the minutes from the Regular Council Meeting from March 14th, 2017 were read prior to the meeting by all Councilors. Mayor Combs asked if there were any additions or corrections that needed to be made to the minutes before signing.

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

Solar Eclipse Update:

Mayor Combs read the Agenda item aloud. Not much to be updated on. A decision was made to have the next public meeting in June, closer to the event. Councilor Pettyjohn asked about the bathroom ratios. Raamin informed the Council that the approximate ratio is one restroom per 50 people per day. This is the reason the decision was made to limit the number of tent spaces on the fairways to 75.

Grayback Offer:

Mayor Combs read the line item from the Agenda. Mr. Hannibal presented the letter that he sent to the City on behalf of Grayback Forestry which states that he wants to slightly amend the previous proposal. (Attachment A) He reiterated that the actual property line on the south side of the lot is only 4 feet south of the actual building. As such, since the right of way that is proposed to be vacated is 60 feet wide, he'd like to extend that space to 75 feet wide, citing that it would be better for the company in the long run. Also Grayback is looking forward to the possibility of purchasing the next lot south, should it become available for sale by the City. Mr. Hannibal stated that the right of way gains the City nothing as it's already partially blocked by an old tree and the existing fencing around the Hotel building. The offer still stands, as stated in the letter, to pay the surveying costs, appropriate administration time/fees, and possibly making an offer for the next lot south, once/if it becomes available. Mr. Hannibal also stated that he'd like to put in a small mill, have a molder/planer, and possibly market sellable items. City Manager Walker stated that the existing right of way is 60 feet wide by 100 feet long and that the proposal to extend th at to 75 feet will incur more cost due to the surveying. He



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made a recommendation to look at the terrain to help divide existing lot space. Mr. Hannibal stated that the increase was to create a larger buffer zone and more parking spaces. Mayor Combs asked about the exact placement and size of the lots in question, so City Manager Walker brought out a large-scale version of the tax lot map so all the Council could see exactly what was being discussed. City Manager Walker stated he would look into what was going on with the existing right of way behind the property to measure its continued viability, as it would now dead-end at the Grayback lot. Also would look into the placement of existing (old) water and sewer lines that may be connected to why the right of way was there behind the Grayback lot. Mr. Hannibal stated that the main intent was to solidify the size of the purchased lot and/or easement needs in such a way as to benefit Grayback and the City. City Manager Walker stated that the process to vacate a right of way includes a public hearing, the appropriate notices, and surveying the spaces proposed. Then the City can move forward with vacating the right of way with the intent to sell the lot space. He also suggested that either at or before the next Council meeting, the entire Council go to the lot and take a look at what is going on with the lots. The City Manager will bring tax lot maps and info to the next meeting. Mayor Combs confirmed that the cost of surveying goes to Grayback, Mr. Hannibal confirmed. Mayor Combs asked the Council about voting to move forward with the Public Hearing in regards to vacating the right of way. Date will be set with approval and schedules of all in mind.

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

Current Employee Update:

Mayor Combs read the title of the Agenda item aloud. City Manager Walker stated that most were probably aware that Jerry Wayne Pettyjohn wanted to move on this year around April or May, but now has a Workmen's Comp claim. Since there is a State program that reimburses up to 45% of the wages of the injured employee, Jerry Wayne will stay on for the immediate future, while his claim is handled. City Manager Walker ran the posting for the job for 2 weeks, with only one applicant. That applicant, Shane Koppel, was hired and is doing really good, learning fast, and his pay incentive based. He gets a \$1.00 raise upon completion of each of the Water and Wastewater Certifications. The first course is a class for the Water Certifications, at which City Manager Walker will renew his license, as well.



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Former City Employee Gift:

Mayor Combs read the title of the Agenda item aloud. All confirmed the plan for the actual or design of a manhole cover with the City of Seneca stamped on it somehow. Mr. Wenick stated that he needed to get the info to the metal worker so he can do the work.

City Park Structure:

Mayor Combs read the agenda item aloud. City Manager Walker started by stating that at the Golf Committee Meeting they all decided that the current structure is unsatisfactory in usefulness and appearance and that plans were in the works for replacement. Plans are being drafted, info sent to the state planning commission for approval, pricing estimates, and permitting for the structure are all being coordinated in a very tight time frame. If all goes well, then the new structure should be up in time for the Oyster Feed on May 20th. Mayor Combs asked if the new plans were to include plumbing and storage. City Manager Walker stated that those can be implemented at a later date, for now it's just the frame work. Future sessions can plan out actual design for plumbing and accessories.

Dog Nuisance:

Mayor Combs read the agenda item aloud. Mayor Combs stated that the Council packets included the city codes on animal nuisance. Councilor Pettyjohn expressed concerns for the safety of kids and that with summer coming, more people would be out. Mayor Combs said that her first thoughts on correcting a problem always lean toward education, in that, there should be handouts made to educate people as to the law and regulations surrounding this issue and that those that are not in compliance will be notified and dealt with appropriately. City Manager Walker went over the documentation in the packets and reiterated what was in the City Code. That a notice is sent to the owner declaring precisely what the nuisance is, the fines possibly involved, and any further repercussions for noncompliance. Not sure how to abate a nuisance animal, should it come to that. The City may need a resolution determining an appropriate fee for vet/housing costs. A roundtable discussion ensued with the highlights being that a certified "Dog Catcher" or "Animal Control Officer" may have to be involved or the position created; the process for the Sherriff handling the issue; dollar amounts per fine as stated in the City Code for nuisance violations; putting a notification in the next Newsletter to the effect of "this issue is being looked into and people need to be aware that something will be done about this issue."



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City of Seneca Website:

Mayor Combs read the agenda item aloud. The website is up and live: SenecaOregon.com. Everyone is invited to check it out and provide feedback.

Grant Administrator RFP:

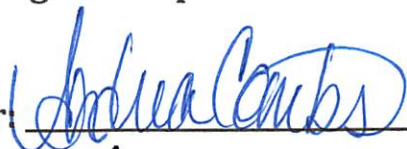
Mayor Combs read the agenda item aloud. The Council (acting as “contract review board”) is required to review the proposals and decide between the two. City Manager Walker presented the council with two options: 1) Review proposals and vote at this meeting OR 2) Take the proposals and scoresheets home and complete them by Thursday. The Council decided to proceed with the review and decision at the meeting. City Manager Walker and Assistant Raamin Burrell reviewed the scoresheet criteria and the council completed their assessments. Numbers will be tallied and the applicants notified of the Council’s decision.

Bills Before Council:

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

-Councilor Pettyjohn made the motion to pay and sign the bills. Councilor Smith seconded it. All were in favor, motion passed, checks were signed.

Mayor Combs adjourned the meeting at 7:35pm.

Mayor: 

Attest: 

Grayback Forestry Inc.

PO Box 537 John Day Or. 97845

March 28, 2017

Dear Seneca City Council:

Regarding the property just south of our hotel lot at 109 Barnes Ave. Seneca. Or.

In an effort to resolve the easement issue to the south of the property we propose the following:

Land owned by the City of Seneca just off our south boundary would be surveyed and split into multiple lots, Grayback would offer to buy the newly created lot connecting our own with a size of 60'X100' for the sum of \$7000.00 we would also pay the survey cost attributed to our lot and a reasonable fee to the city for its time in administration. (the amount of the fee should be made known before we move forward with this deal)

We see this offer making the most since to both parties as our original agreement with the city was to have an easement for use of the area, which is basically a driveway and a few trees and largely unusable for any other use or sale as a buildable lot. While bare lots in town may be worth a little higher amount than our offer, this plan generates an additional \$7000.00 to the city over an easement deal and allows the city to survey more adjoining lots to the south for further development, which may be of future interest to us. In either deal Grayback is covering the surveying cost and willing to continue to work with the city to resolve the odd lot lines originally created as well as being good neighbors in the community.

Thank you for your consideration of this proposal

Sincerely,



Dave Hannibal
Base Manager
Grayback Forestry Inc.
John Day / Seneca

541-575-1501 o
541-620-0626 c