

CITY OF JOSEPH COUNCIL MEETING MINUTES

Thursday, November 14, 2019

Community Center
102 East First Street
Joseph, OR 97846

1. **Call Meeting to Order and Pledge of Allegiance** at 7:00 by Mayor Teresa Sajonia. Attending: Councilors Tanya Collier, Lisa Collier, Patty Bufford, Pearl Sturm, Richard Pointer, Mayor Teresa Sajonia, City Administrator Larry Braden, Public Works Supervisor Levi Tickner, and City Recorder Belinda Buswell, recording.
2. **REPORTS:**
 - A. **Police Report** – Deputies Paul Pagano, Austin Bueller – (Appendix A)
 - B. **Library Report** – Eric Shoudel – Presented Library report (Appendix B)
 - C. **Fire Chief Report** – Chief Jeffrey Weeks – Presented Fire Chief Report (Appendix C)
 - D. **Administrative Report** – Larry Braden – (Appendix D)
 - E. **Public Works Report** – Levi Tickner – Water Sanitary Survey was completed and the City passed. Public works installed signs for Dead End and Day Care speeds.
 - E. **Committee Reports** –
 - **Community Center Committee** – Raider Heck-
3. **PUBLIC COMMENT – ITEMS NOT ON THE AGENDA**
 - a) None
4. **UNFINISHED BUSINESS**
 - a) **Anderson Perry Update** – Brad Baird-Motion was made by Mayor Sajonia, 2nd by Councilor Pointer to approve the Final Acceptability of Work, motion passed 6-0. SDC study has been approved by City Administrator. Please see report (Appendix E)
 - b) **Caselle Update** – Belinda Buswell- In process of
 - c) **Codification Update** – Belinda Buswell
5. **NEW BUSINESS**
 - a) **Resolution 2019-Base Rate – Larry** -The base rate is when someone leaves town and they shut their utilities off, due to the infrastructure financial need, you can shut it off but you will continue to be billed. Mayor Sajonia – We won't begin this fee schedule until March when the folks that have left town are back again. Scott Lanier – If you are charging them a fee to turn off the water if they shut off their water? Larry – As it stands, yes. Becky Rushton – I've been in several times about a water bill over \$200 for five months. Are you still looking at those fees? Where are we at right now? Am I paying this winter or not? Mayor Sajonia – We are pushing this out until March 2020 since some of our residents have left town for the winter and it isn't right to charge them when they weren't told before they left.
 - b) **Resolution 2019-23 Fee Schedule for Administrative Services** – After some discussion Mayor Sajonia asked for the 1-10 days permit be removed, change the 1 month to 6 months, increase the Annual from \$150 to \$200, Commercial increased from \$250 to \$300. Scott Lanier (601 S Lake) Instead of comparing other cities, determine what the fee is and set it to fit your cost. Mayor Sajonia – We will readdress this in December.

- c) **Audit Report** – The audit has been completed. Mayor Sajonia read the summary to the audit where Teresa Hanford commented on the positive changes the City made this year.
- d) **Jingle Thru Joseph** – The Joseph City Chamber is requesting road closure for their annual Jingle Thru Joseph parade on November 30, 2019 from Community Bank to 3rd street. A motion was made by Councilor Bufford to approve the road closure on November 30, 2019, 2nd by Councilor Tanya Collier, vote passed 6-0.

6. ACTION ITEMS –Larry Braden

- a) **Community Center Contract** – The rental rates have changed for the better and now has an ala carte menu to only rent what you need.
- b) **CJDs Flag Swap for Snowflakes** – The snowflakes are up and look great.
- c) **ODOT Crosswalk** – If ODOT decides it is an applicable site they will install a crosswalk. At this point, if the City decides to put one there then we will own it and maintain it. Wendy Sommers mentioned it is a much busier area and a lot more foot traffic. The crosswalk would be a good way to slow traffic down too. Larry Braden- We are moving that direction (North) so we will need to address it. Larry will look at the cost and report out at the December meeting.
- d) **10 Min Parking Signs for Main St/ Post Office & City Hall** – The shipments should be here this week. The other signs have been installed.
- e) **15 MPH Daycare Sign** – The signs should be coming with the next shipment.

7. CONSENT AGENDA

The items on the Consent Agenda are considered routine and all will be adopted by one motion unless a councilor member or a person in the audience requests, before the vote on the motion, to have any item considered separately. If any item is removed from the Consent Agenda, the Mayor will indicate when it will be discussed.

a) ***City Council Minutes Regular Meeting October 3rd, 7th & 22, 2019***

Motion was made by Mayor Sajonia to approve the consent agenda, 2nd by Councilor Tanya Collier. Vote passed 6-0.

8. STAFF ITEMS

- a) The City is having a Christmas Home Decorating contest through December 20th, the voting will be held on December 23rd. Sponsored by Community Bank, Joseph Electric and Joseph Hardware (Jo-Hard).

9. COUNCILORS' and MAYOR'S ITEMS

- a) **Councilor Tanya Collier** – Small trailers on East street meet the minimum square footage? There are two there being lived in. Larry will address this site.
- b) **Councilor Lisa Collier** –
- c) **Councilor Patty Bufford** – The new signs that were put on McCully that say do not enter, I see a lot of entering. They are blocking traffic to get into the pump site. Even on McCully the people are not paying attention to the do not enter. The speeding was coming from the swoosh to McCully. Larry-The best we can do with that is notify the sheriff. Patty-Good luck. Larry-Traffic violations are the sheriff's issue.
- d) **Councilor Richard Pointer** –
- e) **Councilor Sturm** –
- f) **Mayor Sajonia** –

10. CORRESPONDENCE

- a) Letter – Josephy Center

11. PUBLIC COMMENT

a) Becky Rushton- Is there a decision on the park? Larry- As it gets closer to the City taking possession of the property I will make it known where the park is located.

12. MOTION FOR ADJOURNMENT Motion was made to adjourn by Councilor Sturm 2nd by Councilor Bufford. Motion passed 6-0.

Teresa Sajonia, Mayor

Attested:

Belinda Buswell, Recorder

Action Items:

1. Additional Day care speed signs
2. Fee Schedule
3. Councilor term dates
4. Letter supporting a cross walk for safe route to school for mayor to sign
5. Letter to citizen on East street for multiple trailers on a tax lot

Appendix A: (Sheriff Report)

Joseph Calls4Service

11/5/2019 12:33:04 PM

Report Period from:

10-01-2019 - 10-31-2019

Unit:	Date:	Call:	Offense: (has NOT to be COJ)	Disp Time:	Clrd Time:	Hours:	Narrative:
401							
	10/4/2019	4962	TrafficStop	10:03	10:14	0.18	Traffic Stop
	10/9/2019	5052	Animal	12:20	12:21	0.02	Added to Call 5052
	10/9/2019	5056	TrafficStop	12:21	12:29	0.13	Traffic Stop
	10/9/2019	5052	Animal	12:29		0.00	Added to Call 5052
	10/31/2019	5399	Information	12:17	13:45	1.47	Added to Call 5399
Total Calls:		5		Total Hours		1.80	
402							
	10/16/2019	5166	Disturbance	10:26	10:59	0.55	Added to Call 5166
	10/29/2019	5385	Disturbance	11:22	11:53	0.52	Added to Call 5385
Total Calls:		2		Total Hours		1.07	
403							
	10/5/2019	5001	TrafficStop	21:19	21:28	0.15	Traffic Stop
	10/12/2019	5136	NoiseComplaint	22:07	22:07	0.00	Added to Call 5136
	10/19/2019	5209	PublicAssist	17:29	18:01	0.53	Added to Call 5209
Total Calls:		3		Total Hours		0.68	
405							
	10/3/2019	4947	Information	20:45	20:45	0.00	Added to Call 4947
	10/4/2019	4954	Disturbance	1:52		0.00	Added to Call 4954
	10/4/2019	4956	Criminal Mischief	1:52	1:52	0.00	Added to Call 4956
	10/4/2019	4968	164.215	13:41	14:29	0.80	Added to Call 4968
	10/4/2019	4973	Fire	21:07	21:32	0.42	Added to Call 4973
	10/5/2019	4981	Information	2:15	2:15	0.00	Added to Call 4981
	10/8/2019	5042	Criminal Mischief	17:11		0.00	Added to Call 5042
	10/16/2019	5171	WelfareCh	13:58	14:24	0.43	Added to Call 5171
	10/23/2019	5292	Civil Service	18:14	18:17	0.05	
	10/25/2019	5335	Information	22:13	22:13	0.00	Added to Call 5335
	10/31/2019	5426	ALARM	14:58	15:03	0.08	Added to Call 5426
Total Calls:		11		Total Hours		1.78	
408							
	10/5/2019	4981	Information	2:15	2:15	0.00	Added to Call 4981
	10/5/2019	4992	TheftComplaint	20:52	20:52	0.00	Added to Call 4992
	10/5/2019	4994	AttemptToLocate	22:03	22:03	0.00	Added to Call 4994
	10/11/2019	5108	Warrant	16:24	22:35	6.18	
	10/12/2019	5124	Domestic	0:59		0.00	Added to Call 5124
	10/18/2019	5246	Ambulance	21:28	21:43	0.25	Added to Call 5246
	10/31/2019	5426	ALARM	14:58	15:03	0.08	Added to Call 5426
Total Calls:		7		Total Hours		6.52	
409							

Joseph Calls4Service

11/5/2019 12:53:04 PM

Report Period from:

10-01-2019 - 10-31-2019

<i>Unit:</i>	<i>Date:</i>	<i>Call:</i>	<i>Offense: (has NOT to be COJ)</i>	<i>Disp Time:</i>	<i>Clrd Time:</i>	<i>Hours:</i>	<i>Narrative:</i>
	10/1/2019	4913	Animal	20:33	20:33	0.00	Added to Call 4913
	10/16/2019	5181	Civil Service	18:42	18:42	0.00	Added to Call 5181
	10/21/2019	5258	TheftComplaint	16:07	16:09	0.03	Added to Call 5258
	10/28/2019	5372	WelfareCh	17:02	17:02	0.00	Added to Call 5372
	10/28/2019	5375	R	17:03	18:27	1.40	Added to Call 5375
	10/29/2019	5391	Disturbance	15:33	15:33	0.00	Added to Call 5391
	10/30/2019	5399	Information	23:06	23:06	0.00	Added to Call 5399
<i>Total Calls:</i>		7		<i>Total Hours</i>		1.43	
				<i>Total Hours</i>		13.28	

Activity by Unit Joseph

11/5/2019 12:38:38 PM

Report Period from:

10-01-2019 - 10-31-2019

Unit:	Date:	Call:	Offense: (has to be COJ)	Disp Time:	Card Time:	Hours:	Narrative:
401							
	10/8/2019	5039	COJ	8:36	9:42	1.10	Added to Call 5039
	10/9/2019	5057	COJ	12:43		0.00	Added to Call 5057
	10/17/2019	5189	COJ	9:20	12:21	3.02	Added to Call 5189
	10/25/2019	5328	COJ	9:29		0.00	Added to Call 5328
	10/29/2019	5383	COJ	8:51	9:27	0.60	Added to Call 5383
Total Calls:						5	
						Total Hours	4.72
402							
	10/16/2019	5167	COJ	11:00	12:24	1.40	Added to Call 5167
	10/21/2019	5256	COJ	12:27	14:31	2.07	Added to Call 5256
	10/22/2019	5272	COJ	17:30	19:00	1.50	Added to Call 5272
	10/23/2019	5287	COJ	15:32	16:16	0.73	Added to Call 5287
	10/29/2019	5386	COJ	11:53	12:52	0.98	
Total Calls:						5	
						Total Hours	6.68
403							
	10/4/2019	4972	COJ	19:42	22:20	2.63	
	10/5/2019	4987	COJ	12:52	17:48	4.93	Added to Call 4987
	10/5/2019	4999	COJ	20:56	21:19	0.38	
	10/5/2019	5002	COJ	21:29	22:56	1.45	
	10/6/2019	5008	COJ	14:40	23:53	9.22	Added to Call 5008
	10/11/2019	5101	COJ	13:02	17:46	4.73	Added to Call 5101
	10/12/2019	5131	COJ	14:03	22:58	8.92	
	10/12/2019	5131	COJ	22:07	22:58	0.85	Added to Call 5131
	10/13/2019	5142	COJ	13:21	23:52	10.52	Added to Call 5142
	10/18/2019	5217	COJ	13:33	23:57	10.40	Added to Call 5217
	10/19/2019	5239	COJ	15:01	17:29	2.47	Added to Call 5239
	10/20/2019	5251	COJ	15:05	23:59	8.90	Added to Call 5251
	10/26/2019	5355	COJ	14:22	22:55	8.55	
	10/27/2019	5367	COJ	19:35	23:36	4.02	
Total Calls:						14	
						Total Hours	77.97
406							
	10/2/2019	4931	COJ	14:59	17:39	2.67	Added to Call 4931
	10/3/2019	4938	COJ	1:04	1:40	0.75	Added to Call 4938
	10/3/2019	4948	COJ	17:39	19:07	1.47	
	10/3/2019	4953	COJ	21:11	23:59	2.80	
	10/4/2019	4955	COJ	1:02	1:19	0.28	Added to Call 4955
	10/4/2019	4957	COJ	14:50	17:34	2.73	
	10/4/2019	4975	COJ	21:14	22:22	1.13	
	10/4/2019	4976	COJ	22:46	23:59	1.22	Added to Call 4976
	10/5/2019	4978	COJ	0:05	2:15	2.17	
	10/9/2019	5058	COJ	14:13	14:46	0.55	Added to Call 5058
	10/9/2019	5062	COJ	15:47	17:15	1.47	Added to Call 5062

Activity by Unit Joseph

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Report Period from:

10-01-2019 - 10-31-2019

Unit:	Date:	Call:	Offense: (has to be COJ)	Disp Time:	Clrd Time:	Hours:	Narrative:
	10/9/2019	5089	COJ	17:37	20:22	2.75	Added to Call 5069
	10/9/2019	5071	COJ	22:08	23:11	1.08	Added to Call 5071
	10/10/2019	5072	COJ	0:18	2:08	1.83	Added to Call 5072
	10/10/2019	5081	COJ	14:03	17:27	3.40	Added to Call 5081
	10/10/2019	5085	COJ	20:34	20:58	0.37	
	10/10/2019	5087	COJ	22:19	23:27	1.13	Added to Call 5087
	10/11/2019	5092	COJ	1:32	2:07	0.58	Added to Call 5092
	10/11/2019	5105	COJ	15:28	18:52	3.40	Added to Call 5105
	10/11/2019	6118	COJ	21:06	22:15	1.15	
	10/12/2019	5123	COJ	0:16	1:32	1.27	Added to Call 5123
	10/12/2019	5123	COJ	1:15	1:32	0.28	Added to Call 5123
	10/16/2019	5172	COJ	14:25	14:36	0.18	Added to Call 5172
	10/16/2019	5183	COJ	18:52	21:25	2.55	Added to Call 5183
	10/16/2019	5186	COJ	21:54	23:39	1.75	Added to Call 5186
	10/17/2019	5187	COJ	1:31	2:06	0.58	Added to Call 5187
	10/17/2019	5195	COJ	13:58	15:21	1.38	
	10/17/2019	5202	COJ	18:31	20:11	1.87	
	10/17/2019	5205	COJ	23:10	23:57	0.78	
	10/18/2019	5207	COJ	0:13	2:07	1.90	Added to Call 5207
	10/18/2019	5219	COJ	14:01	14:10	0.15	
	10/18/2019	5221	COJ	16:37	18:25	1.80	Added to Call 5221
	10/18/2019	5228	COJ	22:00	23:34	1.57	
	10/19/2019	5229	COJ	0:51	2:06	1.25	Added to Call 5229
	10/23/2019	5284	COJ	14:07	17:06	2.98	Added to Call 5284
	10/23/2019	5284	COJ	14:43	17:06	2.38	Added to Call 5284
	10/23/2019	5293	COJ	18:18	18:53	0.58	Added to Call 5293
	10/23/2019	5299	COJ	22:59	0:04	0.00	Added to Call 5299
	10/24/2019	5301	COJ	0:08	2:09	2.02	Added to Call 5301
	10/24/2019	5314	COJ	19:27	20:24	0.95	
	10/24/2019	5318	COJ	20:57	23:56	2.98	
	10/25/2019	5322	COJ	0:01		0.00	
	10/25/2019	5332	COJ	14:06	14:25	0.32	Added to Call 5332
	10/25/2019	5339	COJ	17:46	18:46	1.00	
	10/25/2019	5344	COJ	22:28	22:57	0.53	
	10/26/2019	5348	COJ	0:47	2:17	1.50	Added to Call 5348
	10/30/2019	5401	COJ	14:03	15:18	1.25	Added to Call 5401
	10/30/2019	5402	COJ	16:07	18:13	2.10	Added to Call 5402
	10/30/2019	5410	COJ	21:47	0:02	0.00	Added to Call 5410
	10/31/2019	5415	COJ	1:36	2:12	0.60	Added to Call 5415
	10/31/2019	5423	COJ	14:04	16:19	2.25	Added to Call 5423
	10/31/2019	5423	COJ	15:03	16:19	1.27	Added to Call 5423
	10/31/2019	5433	COJ	18:29	19:41	1.20	Added to Call 5433
					Total Hours	73.97	
		Total Calls:	53				
408							
	10/4/2019	4968	COJ	15:53	17:36	1.70	

Activity by Unit Joseph

11/5/2019 12:38:38 PM

Report Period from:

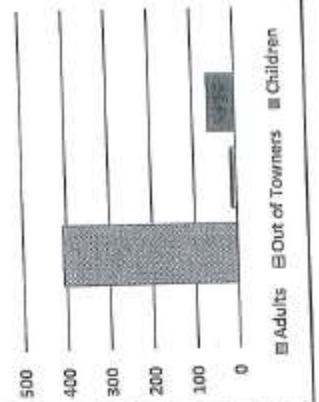
10-01-2019 - 10-31-2019

Unit:	Date:	Call:	Offense: (has to be COJ)	Disp Time:	Clrd Time:	Hours:	Narrative:
	10/4/2019	4974	COJ	21:13	22:00	0.78	
	10/4/2019	4977	COJ	22:47	23:59	1.20	Added to Call 4977
	10/5/2019	4979	COJ	0:05	2:15	2.17	Added to Call 4979
	10/5/2019	4991	COJ	15:53	17:48	1.92	
	10/10/2019	5083	COJ	16:15	20:57	4.70	
	10/10/2019	5088	COJ	22:19	23:27	1.13	Added to Call 5088
	10/11/2019	5104	COJ	15:28	18:52	3.40	
	10/11/2019	5104	COJ	16:54	18:52	1.97	Added to Call 5104
	10/11/2019	5117	COJ	21:05	22:15	1.17	
	10/11/2019	5122	COJ	23:20	23:57	0.62	Added to Call 5122
	10/12/2019	5125	COJ	1:15	1:57	0.70	Added to Call 5125
	10/12/2019	5133	COJ	15:43	16:32	0.82	
	10/12/2019	5135	COJ	19:25	22:58	3.55	
	10/12/2019	5135	COJ	20:30	21:57	1.45	Added to Call 5245
	10/19/2019	5245	COJ	21:43	21:57	0.23	Added to Call 5245
	10/19/2019	5245	COJ	17:29	18:12	0.72	
	10/24/2019	5313	COJ	19:27	20:24	0.95	
	10/24/2019	5315	COJ	22:54	23:56	1.03	
	10/24/2019	5320	COJ	0:01	1:48	1.78	
	10/25/2019	5323	COJ	17:50	19:27	1.62	
	10/25/2019	5340	COJ	22:26	22:57	0.52	
	10/25/2019	5345	COJ	0:47	1:51	1.07	Added to Call 5349
	10/26/2019	5349	COJ	15:24	16:22	0.97	
	10/26/2019	5356	COJ	18:16	18:46	0.50	
	10/26/2019	5360	COJ	14:48	16:19	1.62	Added to Call 5425
	10/31/2019	5425	COJ	15:03	16:19	1.27	Added to Call 5425
	10/31/2019	5432	COJ	18:29	18:49	0.33	Added to Call 5432
Total Calls: 28				Total Hours		39.77	
409							
	10/3/2019	4949	COJ	16:52	23:59	7.12	
	10/9/2019	5063	COJ	22:21	23:56	1.58	Added to Call 5063
	10/10/2019	5089	COJ	20:06	23:51	3.75	Added to Call 5162
	10/15/2019	5162	COJ	18:52	21:08	2.27	Added to Call 5162
	10/16/2019	5182	COJ	14:25	16:37	2.20	
	10/17/2019	5198	COJ	16:48	23:59	7.18	Added to Call 5260
	10/21/2019	5280	COJ	17:30	23:59	6.48	Added to Call 5273
	10/22/2019	5273	COJ	14:19	0:00	0.00	Added to Call 5390
	10/29/2019	5390	COJ	15:34	0:00	0.00	Added to Call 5390
Total Calls: 10				Total Hours		39.97	
						Total Hours	242.07

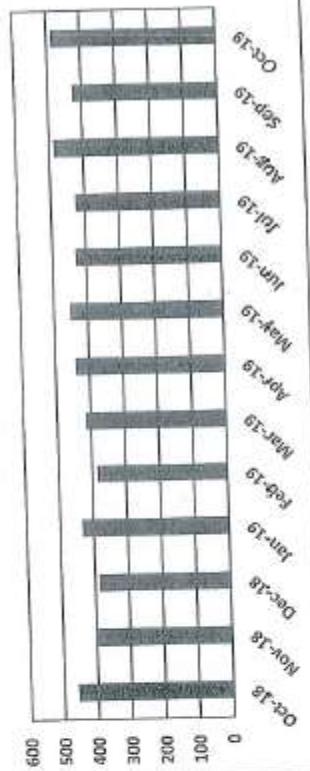
Appendix B. (Library Report):

Month	Circulation	Library2Go	Interlibrary Loans Out	Interlibrary Loans In	Computer	Patrons	Adults	Out of Towners	Children
Oct-18	832	127	102	174	89	458	407	12	66
Nov-18	866	113	77	150	88	401			
Dec-18	848	96	88	154	83	388			
Jan-19	908	160	99	199	111	433			
Feb-19	823	102	86	176	86	384			
Mar-19	936	148	119	182	87	413			
Apr-19	804	149	64	111	92	440			
May-19	857	142	64	123	111	450			
Jun-19	882	150	97	169	110	430			
Jul-19	782	139	107	169	125	426			
Aug-19	765	155	112	145	152	486			
Sep-19	667	173	81	125	114	425			
Oct-19	934	155	128	159	117	485			

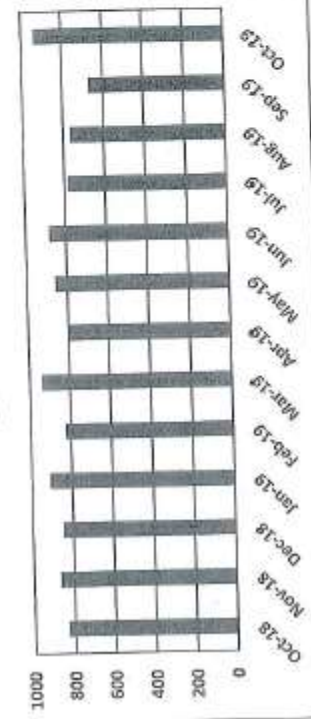
October Patrons



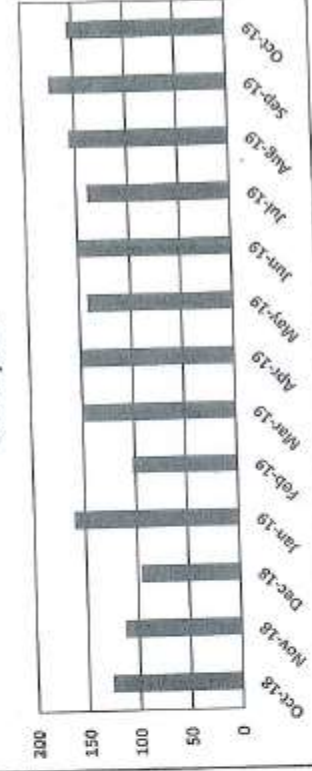
Patrons



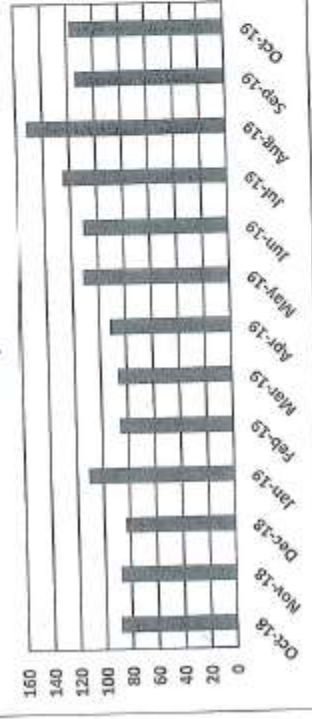
Circulation



Library2Go

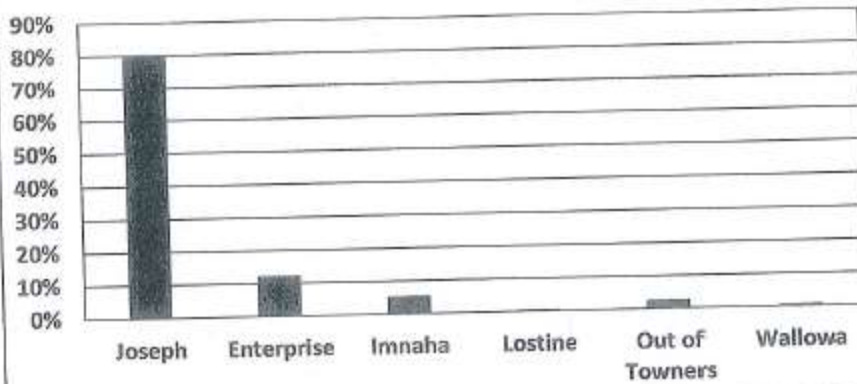


Computer

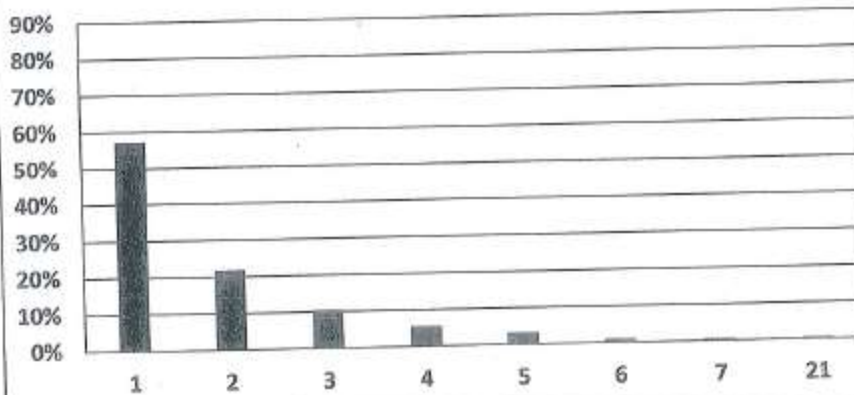


Patron Town	% Attendance	Count individual patrons
Joseph	79.71%	205
Enterprise	12.08%	31
Imnaha	5.07%	13
Lostine	0.24%	1
Out of Towners	2.42%	12
Wallowa	0.48%	1
Total		264

Where are you from?



How many times a month do you go to the library?



Frequency	Percentage
1	57.27%
2	21.82%
3	10.45%
4	5.45%
5	3.18%
6	0.91%
7	0.45%
21	0.45%

Appendix C. (Fire Chief Report):

Not submitted

Appendix D. (City Administrator Report):

City of Joseph

Administrative Report

November 14, 2019

In the month of October, I started work on a project that will add a new park to our City. With this park the City of Joseph would have a park roughly the size of our main park located on the north end of town offering different amenities than our current parks. I will report on the progress next month.

Earlier this summer I started work on and submitted a Grant for \$100,000. to continue our paving in the City. The City of Joseph received an e-mail Congratulating us on being awarded the grant. I will finish up the paperwork next week to receive funds and work on putting the project out for bid.

I had our annual audit close out meeting, and set a plan for the up and coming budget season. We made huge improvements over last year's audit. At this point our Auditor is very satisfied with our financials.

In early November Raider Heck and myself traveled to Portland for several days to attend a conference to learn about how the City of Joseph could benefit from smaller housing. The amount of information that was available was a lot to take in. I am looking forward to getting together with our zoning taskforce to discuss what we learned.

Respectfully yours,



Larry Braden, City Administrator