

**Regular Council Meeting Minutes**  
**July 12, 2023**

The regular meeting of the Arlington City Council was held on July 12, 2023, in the Council Chambers of the Municipal Building and via telephone conference.

**Presiding:** Council President Denise Ball.

**Council Present:** Denise Ball, Marshall Swope, Matthew Irby, Kayla Rayburn and Mark Davidson.

**Council Absent:** Mayor Bufton and Councilor Jerry Hanan.

**Staff Present:** Recorder Kari Hayter, PWS Shanna Gronquist, Attorney Ruben Cleaveland, City Engineer Brad Baird and City Planner Kirk Fatland.

**Guests:** Jed Crowther, Julius Courtney, Rod McGuire, Pat Shannon, Leah Shannon, Rita Miciak and Jeff Steeves.

**Call to Order:** President Ball called the regular meeting to order at 6:30 p.m. **Pledge of Allegiance Recited.**

1. **PUBLIC COMMENT** - No Public Comment.

2. **CONSENT AGENDA** - Consent agenda consisted of the following items:

- a. Approval of Minutes - Regular Meeting June 7, 2023.
- b. Approval of bills as listed.

**Councilor Irby motioned to approve the consent agenda and the bills as listed, motion seconded by Councilor Davidson. Motion passed unanimously.**

3. **KIRK FATLAND, TENNESSON ENGINEERING**

- a. **Ordinance 436 – An Ordinance Amending the City of Arlington Ordinance No. 383 to Include a New Residential Zone. The Low-Density Residential Zone will establish a Minimum Lot Size of 20,000 square feet for Single-Family Dwellings.** Planner Fatland presented the Ordinance and stated this is what the Planning Commission decided for creation of a new Residential Zone. This is now before the Council for approval or amendments. The Council needs to confirm the Planning Commission Ordinance recommendation. Planner Fatland stated a Comprehensive Zoning Amendment is required to put any property in this new zone. **Councilor Davidson motioned to accept Ordinance 436 – An Ordinance Amending the City of Arlington Ordinance No. 383 to include a New Residential Zone. The Low Density Residential Zone will establish a minimum lot size of 20,000 square feet for single family dwellings as presented, motion seconded by Councilor Irby. Motioned passed unanimously.**

Councilor Irby asked about creating a new zone for tiny homes. A discussion was had about tiny homes. Planner Fatland stated the Department of Land Conservation and Development (DLCD) has a Housing Planning Assistance Grant available. Planner Fatland stated we could look into tiny homes or multi dwelling units or work on definitions. Councilor Ball asked is there a grant match. Planner Fatland stated it is recommended but not required. **The consensus of the Council was for Planner Fatland to apply for the DLCD Grant to look into the City’s zoning code and put up a \$5,000 match.**

4. **PAT SHANNON, SERVICE BUSINESS** - Pat stated I wanted to ask the Council if they have concerns about new businesses I would like to open. I have talked to Devin’s about leasing the old deli. I would bring in U-Haul, light

excavation, and utilize the building for something similar to the Pop-up for artisans. Councilor Rayburn asked have you asked the Chamber about the artisans market. Pat stated I have not. Councilor Ball stated I don't have any concerns just make sure it goes through planning or is within our code. Recorder Hayter stated we can review the zoning Ordinance when you file for a business license.

5. **BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES** – Engineer Baird stated, we are working on completing the sidewalk improvements, Brown construction is the contractor. Once completed, we can request reimbursement and close out this ODOT SCA grant. A new ODOT SCA grant is available. We can't apply until the sidewalk improvement are completed for the existing SCA grant. The applications are due at the end of July. The grants are now \$250k, 5 million is available statewide. The City should turn in a grant request each year even if unsuccessful. I discussed possible projects with PWS Gronquist and there is a lot of open area between the High School and Grade School. We could fill in sidewalks to tie into the recent Grade School improvements and add crosswalks. I estimate that would cost between 100k-125k. **The consensus of the Council was for Brad to apply for the grant for the sidewalks.** The WWFP meeting was scheduled for Wednesday, August 16<sup>th</sup> at 6:00 p.m.

6. **Sewer Ordinance – Sewer line Repairs and Maintenance Discussion:** Councilor Irby stated I like the Ashland Ordinance the best, I think it is the most fair and specific. I like the way it is worded and who is responsible for what. The home owner is responsible to their property line. Councilor Davidson and Councilor Rayburn stated they agreed with Councilor Irby. Engineer Baird stated the bulk of the cities we work for the City is responsible from the easement to the mainline. Attorney Cleaveland stated the City of Ashland states from where the right of way begins to the mainline. The homeowner is only responsible for what is on their property. **The consensus of the Council was for Attorney Cleaveland to draft a Sewer Ordinance for the City similar to the City of Ashland's Ordinance.**

#### 7. COUNCIL ACTION

a. Ordinance 437 – An Ordinance Granting an Electric Utility Franchise and General Utility Easement to PacifiCorp. Attorney Cleaveland read the Ordinance by Title only. Councilor Ball called for a motion. **Councilor Davidson motioned to have the first reading of Ordinance No. 437 by title only, motion seconded by Councilor Swope. Motion passed unanimously.** Attorney Cleaveland read Ordinance No. 437 by title only. Councilor Ball called for a motion. **Councilor Davidson motioned to accept the first reading of Ordinance No. 437 by title only and have a second reading, motion seconded by Councilor Rayburn. Motion passed unanimously.** Attorney Cleaveland gave a second reading of Ordinance No. 437 by title only. Councilor Ball called for a motion. **Councilor Rayburn motioned to accept the second reading of Ordinance No. 437 by title only, motion seconded by Councilor Davidson. Motion passed unanimously.**

b. **Resolution 740** – A Resolution Identifying the Lack of Temporary Housing Facilities in the City and Declaring an Emergency. Recorder Hayter stated this Resolution expires each year and allows RV's to be place on the same tax lot as existing homes for an additional monthly utility permit fee. **Councilor Irby motioned to approve Resolution 740 – A Resolution Identifying the Lack of Temporary Housing Facilities in the City and Declaring an Emergency, motion seconded by Councilor Swope. Motion passed unanimously.**

#### 8. COUNCILOR REPORTS

- Councilor Davidson – No report.
- Councilor Rayburn – No report.
- Councilor Hanan – Absent.
- Councilor Irby – The basketball court is completed and under budget. I would like to purchase benches and pads. Recorder Hayter stated she will check with Delaney.

- Councilor Swope - Councilor Davidson stated he has some concerns about the shooting range. I spoke to Mayor Bufton and Burt Jenkins, with the Lions club, about the people that are shooting steel jacket ammunition. We need to prevent this from happening. The thought is taller fences, gates, an entry system and memberships. Councilor Swope stated I agree with Mark, there also needs to be a higher berm between the rifle range and hand gun range. Councilor Ball asked Councilor Swope, by the next meeting can you work with the Lions Club and Sheriff's office about a fence and berm and get some costs. Council Swope stated he will work on it.
- Councilor Ball – The Waste Water Facilities Plan meeting is August 16<sup>th</sup>.
- PWS Gronquist – Sanitation truck is on schedule.
- Attorney Cleaveland – No report.
- Recorder Kari Hayter – We're working on the year-end and audit. Beach Patrol position is to be fill after the applicant gets CPR certified. We are still looking for a Golf Clubhouse attendant.

In other business, a discussion was had about the old motel property owned by the City and the potential for an RV Park, spray park, pickle ball court and the possible preservation of the office for historical reasons, maybe an office.

Regular meetings closed at 7:46 p.m.



Denise Ball, City Council President



Kari Hayter, City Recorder