

City of Durham
CITY COUNCIL MINUTES
October 27, 2019

- A. OPEN REGULAR COUNCIL MEETING.** Mayor Schirado opened the City Council meeting at 7:30 via Zoom.
- B. ROLL CALL OF COUNCIL MEMBERS.** *Councilors Present:* Mayor Gery Schirado, Council President Chris Hadfield, and Councilors Keith Jehnke, Leslie Gifford, and Chuck Van Meter
Staff Present: City Administrator Linda Tate and Administrative Assistant Emily Baker
Public provided with a Zoom link: Heather Pilkington, Durham resident, Kristin Leichner from Pride, Eric Anderson from Pride, Chief Officer Cassandra Ulven from TVF&R, Chief Steve Forster from TVF&R and Chief Allen Kennedy from TVF&R.
- C. COUNCIL MINUTES.** Councilor Gifford moved to approve the minutes of the September 22nd meeting. Councilor Van Meter seconded the motion. The vote was unanimous (5-0).
MO102720-1
- D. Mayor Schirado read the CALENDAR OF MEETINGS.**
- **Tuesday, November 10, 2020**, Regular Meeting of the Planning Commission at 7:30 p.m., via Zoom
 - **Tuesday, November 24, 2020**, Regular Meeting of the City Council at 7:30 p.m., via Zoom
 - City Hall will be closed on **Wednesday, November 11** for Veterans Day and **November 26 and 27** for Thanksgiving
- E. PUBLIC FORUM.** None.
- F. PLANNING COMMISSION UPDATE.** There was no Planning Commission meeting in October.

- G. RESOLUTION 634-20, A RESOLUTION OF THE CITY OF DURHAM APPROVING THE FIRE CODES AND STANDARDS OF TUALATIN VALLEY FIRE & RESCUE, A RURAL FIRE PROTECTION DISTRICT, AND PROVIDING FOR THE BUILDING OFFICIAL TO INTERPRET CERTAIN PROVISIONS OF THE STATE BUILDING CODE, THE DURHAM MUNICIPAL CODE AND THE FIRE CODE.** Chief Steve Forster gave an overview of the resolution they are requesting the City to pass. He said that whenever TVF&R updates their ordinances cities in the district must pass a resolution approving the ordinance. He added that the changes that were made were just updates and involved no major changes. Councilor Jehnke asked about the Fees section of the ordinance. Chief Forster said the section is acknowledging their master fee schedule and went over some fees they have.

Councilor Gifford moved to adopt Resolution 634-20, a resolution of the City of Durham approving the fire codes and standards of Tualatin Valley Fire & Rescue, a rural fire protection district, and providing for the building official to interpret certain provisions of the State Building Code, the Durham Municipal Code, and the Fire Code. Councilor Hadfield seconded the motion. The vote was unanimous (5-0).
MO102720-2

Councilor Jehnke asked the representatives from TVF&R if Durham is safe with all the trees around the City and if there are any changes that should be made to the City's Tree Ordinance. Chief Ulven said she is not familiar with the City's Tree Ordinance, but that

Durham is in a pretty good spot. She added that they can look into sites around Durham to see if there are any concerns. Chief Forster said he could work with the City to work out any concerns the City may have regarding this issue. Mayor Schirado said the Council would need to come to a consensus and direct staff to pursue this. Councilor Hadfield described what he saw around the Beechie Creek Fire area while he was on his way to Central Oregon.

H. RESOLUTION 633-20, A RESOLUTION OF THE CITY OF DURHAM ADJUSTING SOLID WASTE DISPOSAL RATES FOR PRIDE DISPOSAL COMPANY. Leichner said she provided the Council with the information that was requested at the last meeting and is available to answer any questions. Councilor Hadfield said that the information they received from Pride answers the concerns he had at the last meeting and that he is in support of moving forward with the resolution now. He added that he would like to have a conversation at a later date to review the information he learned reviewing the report. Councilor Hadfield moved to adopt Resolution 633-20, a resolution of the City of Durham adjusting solid waste disposal rates for Pride Disposal Company. Councilor Jehnke seconded the motion. The vote was unanimous (5-0). **MO102720-3**

I. DISCUSSION OF RECOMMENDATION FROM AUDITOR. Tate gave an overview of the auditors' recommendation to increase the fidelity insurance coverage. She said the City is covered for \$50,000 and the auditor said most cities of similar sizes have higher coverage. However, she added that the City rarely has over \$50,000 in the checking account, receives very few payments and that the Council has oversight of the finances via the monthly finance reports of the check detail and the outside accountant. Councilor Hadfield asked what the coverage is for. Tate said, as she understands it, it is for embezzlement or crime against the City. Councilor Van Meter asked if it is to cover petty cash at City Hall, and Tate said the City never has more than \$100 in petty cash. She added that there are a lot of checks and balances in the 2-person office to make sure crime does not happen within the City. Mayor Schirado said in his time in the City government of Durham, he has never come across embezzlement or fraud in the City and that his feeling is that there is not a need for any additional protection. Councilor Jehnke said he agrees with Mayor Schirado. Councilor Hadfield said this type of issue is not an issue until it happens, and now if something does happen it will fall on the Council for not acting now. Tate clarified that the auditor recommended that the council examine the exposure risk and make a determination as to the amount of insurance coverage they feel is prudent in regard to their oversight. Councilor Hadfield said they have reviewed it and will give it further consideration next year. Councilor Gifford added that the Council has reviewed the recommendation and decided the current coverage is adequate.

J. ADMINISTRATOR'S REPORT.

- Update on storage container at 16805 Upper Boones Ferry: Tate told the Council that the storage container has been removed.
- Update on Fanno Creek Trail missing link section: Tate gave the Council an overview of the updates for the extension of the Fanno Creek Trail. Councilor Jehnke asked why it is not going through Durham anymore and Tate said the terrain presented safety hazards for the trail. Mayor Schirado said the traffic from the trail will not be going through Durham and so Durham does not need to worry about parking facilities in and around the City Park. He added that the Durham Park Trail will remain there for the people who currently use it, rather than for an influx of people from outside of Durham.

- Update on Community Psyche Project: Baker gave an overview of the Community Psyche project the City is working on in partnership with other cities in the area. Councilor Van Meter ask the purpose of the program. Tate and Baker explained the community impacts from COVID and that the program looking to improve people's spirits and create a sense of unity within the community. Mayor Schirado asked about the funding of the program. Baker explained that the funding is coming from the Washington County CARES Act funds.
- Draft of meeting calendar for 2021: Councilor Gifford asked to move the December 2021 meeting to the 21st, before Christmas.

K. FINANCIAL REPORTS. Councilor Gifford moved to approve payroll checks 597 to 598, vendor checks 16740 to 16761, and electronic fund transfers totaling \$6239.13. Councilor Jehnke seconded the motion. The vote was unanimous (5-0). **MO102720-4**

L. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS. Councilor Hadfield asked if there was any update on the In-N-Out Burger in Tualatin. Mayor Schirado said there is nothing new and that from his conversations, the mayors of the surrounding cities are not enthusiastic about it. He added that there is talk of building one in Beaverton as well. Councilor Van Meter said he has spoken with someone at Tualatin and that there is a way for individuals to voice their concern over the matter. Mayor Schirado asked Tate to find out how the City could take a stand on the issue as a whole, rather than just as private citizens.

M. ADJOURN. Mayor Schirado adjourned the meeting at 8:43.

Approved:

GERY SCHIRADO, MAYOR

Attest:

LINDA TATE, CITY ADMINISTRATOR/RECORDER