

CITY OF MERRILL
REGULAR BUSINESS MEETING
301 E SECOND STREET MERRILL, OREGON 97633
Wednesday, August 12, 2026 6:00 P.M.

MEETING CALLED TO ORDER:

Mayor Guthrie called the Wednesday, August 12, 2026 Business Meeting to order at 6:00 p.m.

ROLL CALL:

Roll call was taken with the following members of Council and others being present: Councilor Johnson, Councilor Gatliff, Councilor Baley, Vacant, Mayor Guthrie and Interim City Recorder Northcutt.

FLAG SALUTE:

The **Flag Salute** immediately followed with Mayor Guthrie taking the lead.

MAYOR STATEMENT:

Mayor Guthrie asked that everyone please turn cell phones on silence. All meetings are recorded. When addressing the City Council, please speak clearly and state your name.

PUBLIC COMMENT:

Mayor Guthrie stated the public is invited to provide their comments and opinions to the City Council at this time on issues of concern. Non-emergency issues brought up in this form will not be considered tonight other than in this preliminary discussion, but if found warranted, may be considered at a future meeting of the city council. Public comment is limited to five minutes per person.

No public comment followed.

CONSENT AGENDA:

Meeting Minutes:

1. Approve July 08, 2026 Regular Business Meeting Minutes
Councilor Johnson made a motion to approve the July 08, 2026 Regular Business Meeting Minutes. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.

Phone Poll Ratification:

July 14, 2026 09:23 a.m. Seeking City Council Approval for File No. 04-2026 (Councilor Baley-Email; Councilor Johnson-Verbal; Councilor Gatliff-Verbal) Approved 3-0 in favor. Tabled.

Business Licenses:

15521 Swisher Rd A Rental Business License

Sandoval Handyman Business License

Councilor Gatliff made a motion to approve the Business Licenses. Councilor Johnson 2nd the motion. The motion passed 3-0 in favor.

Accounts Payable:

3. July 2026 Account Payables

Councilor Baley made a motion to approve the Account Payables. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.

4. July 2026 Water Transfer

Councilor Gatliff made a motion to approve the Water Transfer. Councilor Johnson 2nd the motion. The motion passed 3-0 in favor.

STAFF REPORTS:

Police:

- Report: Chief Hetherwick read submitted report into the record as follows: 10 traffic stops, 1 cite for speed, responded to juvenile issues on e-bikes, assisted Malin Police Department with animal complaint, followed up on trespass issue at Presbyterian Church, transported homeless individual to Klamath Falls with the assistance of Public Works, resolved numerous noise complaints from the residence at Monroe and Second Street, report taken for theft of lap top at Wild Goose Lodge, report taken for hit and run with damage on

Court Street (*sic*), unfounded trespass issue at 225 Monroe Street, and awaiting new radio for new patrol vehicle. Discussion of burglaries ensued.

Public Works:

- Report: Interim Public Works Director Roman Vazquez read submitted report into the record as follows: checked lift station pumps, hung pink tags, performed multiple locates, took water and sewer samples, sent Discharge Monitor Report (DMR) to Department of Environmental Quality (DEQ), outside dumping invoiced for \$28,470.00, bulk water invoiced \$375.00, cleaned lagoon, read water meters, sprayed weeds, mowed parks, chopped weeds, resolved multiple sewer plugs, ordered chlorine barrels for Chlorine Room, installed new door at Chlorine Room, Public Works Director Grounds and self worked on chlorine residues, Rocky Mountain Construction broke main sewer line on Front Street, Rocky Mountain Construction installed new water line, assisted homeless individual to Klamath Falls, caught Summit Sanitation (Ranch Dog Outhouses) illegally dumping into sewer ponds and will have no permissions to dump in the future, and caught residents washing vehicles at RV Dump Station without paying. Next offense will result in fines. Mayor Guthrie suggested a sign for car washing \$10.00. Councilor Gatliff stated No Car Washing.
Councilor Johnson discussed enforcement of vehicles travelling wrong way on Washington Street. Action item to paint stripes on Washington Street was taken.
- Discuss 420 14 Inch Gas Powered 66.7cc CutQuick Saw: CutQuick Saw was stolen.

City Recorder:

- Report: Interim City Recorder Northcutt read submitted report into the record as follows: reviewed USB Drives (Lagoon, RV Dump Station), submitted OCF Recommendation, submitted documents for new vehicle for insurance purposes, DMV Application, utility billing dispute resulted in residents' trespass, notarization training/examination/renewal, CIS Training, request for coverage renewal (RFC), submitted Public Records Request to City Attorney, City Attorney Ratliff responded to resident via letter, City Attorney Ratliff and City Clerk Northcutt attended Klamath County Justice Court regarding abatement with a ruling in City's favor, updated CIS Benefits Payroll, SAMS renewal, submitted Annual Housing Unit & Population Survey, hosted Klamath County Natural Hazard Mitigation Plan (NHMP) Update Meeting, submitted SAIF and GL/PL Annual Payment, Year End Audit Compilation, and other daily administrative duties. Councilor Baley suggested notary services be posted in newsletter.

Lawyer:

- Report: *Refer to Recorder Report.*

Code Enforcement:

- Report: Chief Hetherwick read submitted report into the record as follows: trash and weed abatement resolved at residence of First and Clay Street. Railroad abated weeds; therefore, no further action was taken. Verbal warning was issued to Les Schwab and Dollar General for weeds with no action. Formal letters will be mailed.

Planning:

- Report: No report.
- File #07-2026 Land Use Compatibility Statement (LUCS); Convert Assessory Structure/Barn into Single Family Dwelling for Tax Lot 4110-0011AB-01000: Upon review of the application, the Planning Commission approved File #07-2026 Land Use Compatibility Statement (LUCS); Convert Assessory Structure/Barn into Single Family Dwelling for Tax Lot 4110-0011AB-01000 with the condition the concrete slab be cut back to meet the 10 foot setback, proof of occupancy shall be withheld until condition is met. The intended driveway on the Site Plan is not included in the approval, and a new application must be submitted for said feature. Councilor Gatliff stated recusal due to conflict of interest. Councilor Johnson made a motion to approve File #07-2026 Land Use Compatibility Statement (LUCS); Convert Assessory Structure/Barn into Single Family Dwelling for Tax Lot 4110-0011AB-01000 with conditions. Councilor Baley 2nd the motion. The motion passed 2-0, 1 recusal.
- 21 Century Road to Housing Act: 21 Century Road to Housing Act submitted for informational purposes.

- Approve *Municipal Code Article 154 Development Code* June 12, 2007, Updates per DLCD Guidelines: Tabled.

LOST RIVER ARTS AND CULTURAL ALLIANCE:

- Report: No report.
- Saber Loan Rescinded: Saber returned to owner at owner's request.

NEW BUSINESS:

- Waste Management 2026 Rate Adjustment: Councilor Johnson made a motion to approve the Waste Management 2026 Rate Adjustment. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.

OLD BUSINESS:

- Discuss Dangerous Dog Restrictions and/or Ban: Tabled.

ORDINANCES:

RESOLUTIONS:

- Resolution 2026-1002 Transfer Funds to Comply with Budget Law Requirements: Resolution 2026-1002 Transfer Funds to Comply with Budget Law Requirements was read into the record by title. Councilor Gatliff made a motion to approve Resolution 2026-1002 Transfer Funds to Comply with Budget Law Requirements. Councilor Baley 2nd the motion. The motion passed 3-0 in favor.

OTHER-FUTURE AGENDAS:

PUBLIC COMMENT:

The public is invited to provide their comment and opinion to the City Council at this time on issues of their concern. Non-emergency issues brought up in this forum will not be considered tonight other than in this preliminary discussion, but if found to be warranted, may be considered at a future meeting of the City Council. Public comment is limited to 5 minutes per person.

No public comment followed.

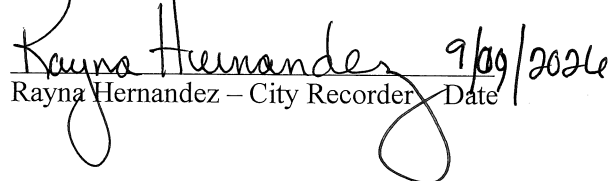
ADJOURN MEETING:

Councilor Johnson made a motion to adjourn the July 08, 2026 Meeting. Councilor Gatliff 2nd the motion. With all in favor, the meeting adjourned at 6:52 p.m.

Respectfully Submitted,


Terry Guthrie – Mayor

9/8/2026
Date


Rayna Hernandez – City Recorder

9/09/2026
Date

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