

CITY OF MERRILL
REGULAR BUSINESS MEETING
301 E SECOND STREET MERRILL, OREGON 97633
Wednesday, February 11, 2026
6:00 P.M.

MEETING CALLED TO ORDER:

Mayor Guthrie called the Wednesday, February 11, 2026 Business Meeting to order at 5:54 p.m.

ROLL CALL:

Roll call was taken with the following members of Council and others being present: Councilor Johnson, Councilor Gatliff, Councilor Baley, Councilor McCollam, 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:

Meeting Minutes:

- Approve January 14, 2026 Regular Business Meeting Minutes: Councilor McCollam made a motion to approve the January 14, 2026 Regular Business Meeting Minutes. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.
- Approve January 20, 2026 Special Meeting Minutes: Councilor Gatliff made a motion to approve the January 20, 2026 Special Meeting Minutes. Councilor Baley 2nd the motion. The motion passed 4-0 in favor.

Business License:

- Tater Patch Quilts; Herman Rental; Santiago Rental; Basin Fertilizer & Chemical Co., LLC; Pape Machinery, Inc.; Rookstool Moden Realty (x 5); Carter Office Building; Heaton Farming, LLC; Heaton Transportation, LLC; Reynolds Ag Service; Quail Mountain, Inc.; Merrill Market; Tacos ala Mexicana; La Michocana; Petrik Rentals; Pantry Rentals (x 2); Pappy Ganders; Villanueva Rentals (x 4); Casa Villanueva; Superior Fence, LLC; H & T Organics, LLC; Ed Staub & Sons Petroleum, Inc.; Ed Staub & Sons Petroleum Cardlock; Baley Rental; Frankie's Hair Salon; Kucera Inc dba Mia & Pia's Pizzeria & Brewhouse; Walker Rental; Oliver Holding Rental; Krakatoa, Inc.; Bennett Firearms; Hendrix Rentals; Holt Ag Solutions; K & K Espresso & Deli; Sam Wongs & Sons; Merle's Custom Butchering: Councilor Gatliff recused self due to conflict of interest from the Herman Business License. Councilor Johnson made a motion to approve the business licenses. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor, 1 recusal due to conflict of interest on the Herman Business License.

Phone poll ratifications:

Accounts Payable:

January 2026 Account Payables: Councilor McCollam made a motion to approve Account Payables. Councilor Gatliff 2nd the motion. The motion passed 4-0 in favor.

January 2026 Water Transfer: Councilor Baley made a motion to approve Water Transfer. Councilor McCollam 2nd the motion. The motion passed 4-0 in favor.

STAFF REPORTS:

Police:

- Report: Sergeant Hetherwick read submitted report as follows: Performed 6 traffic stops with 3 cites for speed, no insurance, and suspended driver's license. Took report for alleged burglary at Pappy Ganders; performed welfare check at 130 Monroe Street; performed 2 citizen assists; responded to 911 hang up call (McKinley Street); rectified an abandoned vehicle complaint on Front Street.
- Klamath County Sheriff's Department Police Contract: The contract with amendments was submitted to the Klamath County Sheriff's Office. Tabled.

Public Works:

- Report: Interim Public Works Director Roman Vazquez read submitted as follows: Checked lifts; well level with pump running is 67'; Interim Public Works Director Roman Vazquez appointed by City Council; via Mutual Aid Agreement, City of Malin Public Works Director Grounds supervises Interim Public Works Director Roman Vazquez; submitted Annual Water Quality Report to DEQ; Public Works Director Grounds will sign DEQ's Discharge Monitoring Report (DMR) and water samples; submitted Oregon Department of Transportation Bridge Mileage Report; Water tank professionally cleaned (every 3-5 years), no issues; acquired 3 quotes for pump replacement for Lincoln Street Lift Station; acquired 3 quotes for new riding lawn mower; met with Tyler Swanson regarding water line relocation, waiting on City Engineer Anderson before proceeding; removed Christmas wreath from telephone poles before deadline, thank you to Gary Fields; hung pink tags; performed multiple locates; submitted sewer samples for testing; received outside dumping, \$84,000.00 to date; \$1,854.00 revenue in bulk water to date; fixed sewer pumps at Lincoln Lift Station; hired part-time Utility Worker Zeke Nunn; stated thanks for City Council, Mayor, Office staff, and Public Works Director Grounds for help and support. Interim City Recorder Northcutt inquired about vacation for a part-time employee, state law mandates sick leave. Councilor McCollam made a motion for 2 hours of sick leave and vacation for every 30 hours worked. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.

City Recorder:

- Report: Interim City Recorder Northcutt read submitted report as follows: DeGroot and Northwest Retirement, Midland Empire, CIS, State of Oregon agencies (ODOT, OHA, DEQ, OWRD, etc.), Klamath County and municipality notifications, transfer of contact information, contacted City Engineer, vendors, and other miscellaneous notifications; assisted with life insurance claim, retirement claim, COBRA, and life insurance transfer; deactivated cards; Ricoh printer serviced due to scanning issues; submitted 1979 backhoe claim, communications, and submissions; continued audit testing and document submissions; ASYST deleted updates, redownloaded recorder and clerk systems to complete year end; completed W-2/W-3's and distributed; I-Wire reconciliation; OR Revenue Online W-2/W-3's, 1096-1099 submissions; Social Security Administration W-2/W-3's submissions; completed and mailed 1099/1096; set-up new overtime requirements in accounting system; ordered bereavement gift in lieu of flowers for Matthew's Family; attended RKC meeting; assisted in set-up for memorial service; and other daily administrative duties. The 1979 backhoe with bucket claim valuation is \$9,498.00. After \$1,000.00 deductible, CIS will issue a payment in the amount of \$8,498.00. Councilor McCollam made a motion to accept the valuation. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.

Lawyer:

- Report: No report.

Code Enforcement:

- Report: 2 continuing issued citation for 181 E Court Dr. city violations. Issued 1st and 2nd Abatement to Mexican Market (*sic*) for trash and people living out back. Councilor Johnson inquired whether vehicles are towed for driving with no insurance. Sergeant Hetherwick stated verbally warning drivers of state law. Mayor Guthrie inquired about what dictates incarceration within the Klamath County Jail. Normally, offenders are cite and release due to staffing issues. Mayor Guthrie discussed the "no ice" protest at the Good Duck Park by a Lost River teacher. Councilor McCollam stated no issue as long as the protest is civil.

Planning:

- Report:
- File No. 01-2026 LUCS Application; New Construction for Tax Lot No. 4110-002DD-03700: File No. 01-2026 LUCS Application; New Construction for Tax Lot No. 4110-002DD-03700 was read into the record (storage shed at Refuge Church). Councilor McCollam made a motion to approve File No. 01-2026 LUCS Application; New Construction for Tax Lot No. 4110-002DD-03700. Councilor Baley 2nd the motion. The motion passed 4-0 in favor.
- File No. 02-2026 LUCS Application; T-Mobile Antenna & Telecommunications Tower Modifications for Tax Lot No. 4110-012BA-01300: File No. 02-2026 LUCS Application; T-Mobile Antenna & Telecommunications Tower Modifications for Tax Lot No. 4110-012BA-01300 was read into the record. Councilor Johnson made a motion to approve File No. 02-2026 LUCS Application; T-Mobile Antenna & Telecommunications Tower Modifications for Tax Lot No. 4110-012BA-01300. Councilor McCollam 2nd the motion. The motion passed 4-0 in favor.

LOST RIVER ARTS AND CULTURAL ALLIANCE:

- Report: No report.

NEW BUSINESS:

- Approve John Deere S140 48in. 22HP V-Twin Gas Hydrostatic Riding Lawn Mower Bid: Three bids were submitted to the City Council for a John Deere S140 48in. 22HP V-Twin Gas Hydrostatic Riding Lawn Mower: The Home Depot \$2,999.00, Lowes \$2,899.00, and Pape Machinery \$2,999.00. Councilor McCollam made a motion to approve the Pape Machinery \$2,999.00 bid due to locality. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.
- Approve Hydromatic 30 MP Self Priming Sewage Pump: Three bids were submitted to the City Council for a Hydromatic 30 MP Self Priming Sewage Pump: Manufactures Edge \$11,950.54, PumpCatalog.com \$12,120.12, PumpTech \$9,490.00. J & K Deese returned the City's spare pump after nine months stating the pump is unrepairable; however, Butler Machine stated the pump is repairable (\$1,500-\$2,000). Public Works is requesting a motion to approve the purchase of a new pump to have a spare pump. Councilor McCollam made a motion to approve the bid for PumpTech \$9,490.00. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.
- Approve Corrective Action Plan: Tabled.
- Proposal for Website Maintenance: Tabled.

OLD BUSINESS:

- Consider Apple Air Tags for Employee Safety/inReach/Tracking: Discussion ensued regarding air tags, tracking, and inReach in regards to subscriptions and safety features. Councilor McCollam made a motion to approve the purchase if inReach mini 2 lightweight compact communicator for \$298.00 + \$15.00 monthly subscription. Councilor Gatliff 2nd the motion. The motion passed 4-0 in favor.

ORDINANCES:

RESOLUTIONS:

- Resolution 2026-991 Transfer Funds to Comply with Budget Law Requirements: Resolution 2026-991 Transfer Funds to Comply with Budget Law Requirements was read into the record by title. Councilor Johnson made a motion to approve Resolution 2026-991 Transfer Funds to Comply with Budget Law Requirements. Councilor Baley 2nd the motion. The motion passed 4-0 in favor.
- Resolution 2026-992 Transfer Line-Items to Bring Budget Lines into Balance: Resolution 2026-992 Transfer Line-Items to Bring Budget Lines Into Balance was read into the record by title. Councilor Baley made a motion to approve Resolution 2026-992 Transfer Line-Items to Bring Budget Lines Into Balance. Councilor McCollam 2nd the motion. The motion passed 4-0 in favor.

OTHER-FUTURE AGENDAS:

- Tractor Replacement
- Memorial at Good Duck Park

- Stage Project in Memory of Public Works Director Matthews at Veteran's/MIA Park
- Councilor McCollam Invite Dale Miller (Lost River)

PUBLIC COMMENT:

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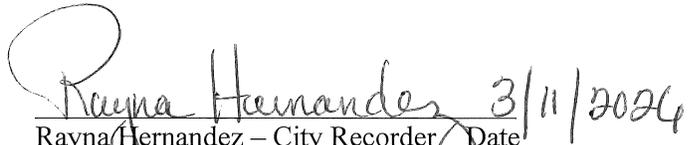
ADJOURN MEETING:

Councilor Johnson made a motion to adjourn the February 11, 2026 Meeting. Councilor Baley 2nd the motion. With all in favor, the meeting adjourned at 6:47 p.m.

Respectfully Submitted,


Terry Guthrie – Mayor

3/11/26
Date


Rayna Hernandez – City Recorder

3/11/2026
Date

File #2024-06-06-10-55-25