

SUPPLEMENTAL BUDGET HEARING
and
REGULAR BUSINESS MEETING
301 E SECOND STREET MERRILL, OREGON 97633
Wednesday, May 14, 2025 6:00 P.M.

MEETING CALLED TO ORDER:

Mayor Guthrie called the Wednesday, May 14, 2025 Business Meeting to order at 5:58 p.m.

ROLL CALL:

Roll call was taken with the following members of Council and others being present: Councilor Johnson (absent), Councilor Gatliff, Councilor Baley, Councilor McCollam, Mayor Guthrie, and City Recorder Hernandez.

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.

SUPPLEMENTAL BUDGET HEARING:

- Resolution 2025-965 Appropriate Emergency Funding Lincoln Lift Station Expenditures: Councilor McCollam made a motion to approve Resolution 2025-965 Appropriate Emergency Funding Lincoln Lift Station Expenditures. Councilor Baley 2nd the motion. The motion passed 3-0 in favor.
- Resolution 2025-966 Appropriate Reserves Transfer to Sewer Fund for Unforeseen Expenditures: Councilor Gatliff made a motion to approve Resolution 2025-966 Appropriate Reserves Transfer to Sewer Fund for Unforeseen Expenditures. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor.

CONSENT AGENDA:

- **Meeting Minutes:**
Approve April 09, 2025 City Council Meeting Minutes
Councilor Gatliff made a motion to approve the April 09, 2025 City Council Meeting Minutes and the entire consent agenda. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor.
- **Business License Renewals:**
Cobian Rentals (410 E First, 124/132 N Main), Everardo Cobian Rental (316 Clay), The Bunkhouse, The Merrill Clinic, R & J Auto Repair (New Ownership), G & D Rentals (638 E First), Ruby Ru Bakery, Pantry Rentals, Lana's Garden
Councilor Gatliff made a motion to approve the Business Licenses. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor.
- **Phone poll ratifications:**
- Ferguson Meter Boxes and Lids \$1,258.50 + Shipping (Councilor McCollam, Councilor Johnson, Councilor Gatliff-Approved 3-1 No Vote)
- Emergency purchase for Lincoln Street Lift Station Pump \$9,625 and amended to \$10,010.09 (Councilor McCollam, Councilor Johnson, Councilor Gatliff-Approved 3-1 No Vote)

- Resident at 435 Polk Street submitted letter requesting a waiver to have FFA livestock at property (letter texted to Council)(Councilor McCollam, Councilor Johnson, Councilor Gatliff, Councilor Baley-Approved 4-0 in favor)
- Approve Rhonda Lyon as a Budget Committee Member for a 1-year term (Councilor McCollam, Councilor Johnson, Councilor Gatliff, Councilor Baley-Approved 4-0 in favor)
- **Accounts Payable:**
 April 2025 Account Payables: Councilor Gatliff made a motion to approve the Account Payables. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor.
 April 2025 Water Transfer: Councilor McCollam made a motion to approve the Water Transfer. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.

STAFF REPORTS:

- **Police:**
 Report: Sergeant Hetherwick read the staff report into the record: 10 traffic stops, no citations; towed a hazardous abandoned vehicle on Hill Road; responded to a missing persons report whom was found to be late from track practice; responded to a domestic violence report at 401 Water Street that resulted in an arrest for Assault IV DV, which is currently being handled by the District Attorney; responded to a harassment report at 201 Third Street, which was unfounded; attended part 1 of 2 DPSST Middle Management Academy; installed a new alternator on the 2017 Ford Explorer; provided extra patrol for the Safe Routes to School construction project; reviewing applications for a police officer as they come in.
- Ratify Emergency Vehicular Repair Expenditure: Councilor McCollam made a motion to approve the Emergency Vehicular Repair. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.
- Discuss Civiceye Report Writing System: Tabled.
- **Public Works:**
 Report: Street Commissioner Baley reported in Public Works Director Matthews absence: Checked lifts; well level is at 66' foot with pump running; submitted Discharge Monitoring Report; hung pink tags; performed multiple locates; took water and sewer samples; received certification for Level 1 Water Distribution; case tractor requires a rebuilt motor approximately \$6,000.00; stripped motor on case for readiness; received outside dumping totaling approximately \$100,200 to date; cleaned restrooms; fixed 2 sewer plugs; wrote article for newsletter; replaced pump at Lincoln Street Lift Station; Billy Gallagher worked on electrical panel at Lincoln Street Lift Station; J & K Deese Construction installed new hydrant on East Front Street; Oregon Department of Transportation (ODOT) crack sealed streets for Chip Seal Project; ODOT and Centurytel potholing for Safe Routes to School Project (STRS); collecting informative locates on water and sewer lines due to potholing; mowed parks; replaced blades on mower; mapped site for new meter on Elm Street; sprayed weeds; purchased lawn edger for park maintenance; and attended Rural Klamath Connects Meetings.
- **City Recorder:**
 Report: City Recorder Hernandez reported attending Rural Klamath Connects Meeting; submitted PFCP Public Depositor Annual Verification; paid audit fees, submitted and scanned into master file; assembled map hanger for proper archiving; uploaded ASYST 941 Hot Fix; assisted with SEI; resolved file "Z" deletion; attended PacifiCorp Meeting with Todd Andres; submitted Letter of Support for Wild Goose Lodge; published budget notification; published Police Officer position; submitted Oregon Community Foundation grant request; assisted with City Hall Park maintenance; resubmitted Weed Shop Transfer Request to Klamath County Commissioners, which will require a notarized Letter of Conveyance; and other daily administrative duties.
- **Lawyer:**
 Report: No report.
- **Code Enforcement:**
- Report: Code Enforcement Officer Perry read report from laptop: 11 abatements (3 resent, 1 3rd notice). The Swisher Road Abatement has met compliance; E. Front Street 2nd notice was hand delivered; received 2 resident contacts.

- **Planning:**

- Report
- File #02-2025 4110-00200-01703 Merrill Tract, Lot 9 General Review Application: The owner is performing a title search to obtain the easements requested by City Council. Tabled.
- File #11-2025 LUCS Application and Site Plan for Tax Lot 4110-00100-0070: A Land Use Compatibility Statement (LUCS) Application was submitted to the Planning Commission for review. The City of Merrill Planning Commission recommends to the City Council File #11-2025, LUCS & Site Plan for an Ag Exempt 23,975 sq ft 18 ft tall potato storage be approved. Councilor McCollam made a motion to approve File #11-2025 LUCS Application and Site Plan for Tax Lot 4110-00100-0070. Councilor Baley 2nd the motion. The motion passed 3-0 in favor.
- File #05-2025 (2) LUCS Application and Site Plan for Tax Lot 4110-011AB-00300: A Land Use Compatibility Statement (LUCS) Application was submitted to the Planning Commission for review. The City of Merrill Planning Commission recommends to the City Council File #05-2025 (2), LUCS & Site Plan for 2 Electric Vehicle Service Equipment (EVSE) Charging Stations with 4 parking stalls be tabled until more information is provided listed within the May 6, 2025 letter mailed to Mr. Sams. Tabled.

LOST RIVER ARTS AND CULTURAL ALLIANCE:

- Report: No report.

NEW BUSINESS:

- Presentation by Phillip Squibb: Phillip Squibb, Mental Health Worker, presented his group practice Squibb Counseling Services, which serves all of Klamath County, Chiloquin, Bonanza, Merrill, and Malin Elementary. The group practice works on 11 schools and has a certified interpreter. The mission is to serve the entire family (parents, siblings, etc.) and engage in outdoor activities instead within a confined room. Phillip Squibb secured an office at the Civic Center in Merrill and an office within City Hall in Malin. Phillip Squibb discussed days of operation with a goal to increase to 5 days per week. Chiloquin has 5 therapists. Phillip Squibb ended the presentation by distributing stress balls to the Council and audience.
- Approve Commercial Price Reduction and Listing Extension: Fairfield Realty is requesting a listing extension and price reduction from \$180,000.00 to \$140,000.00. Councilor Gatliff made a motion to approve the Commercial Price Reduction and Listing Extension request. Councilor Baley 2nd the motion. The motion passed 3-0 in favor.
- Approve Three Rivers Mosquito and Vector Control Proposal: Vector Control submitted a proposal for \$5,200.00, \$1,040.00 split across 5 funds. Budget Committee approved the increase for the 25/26 FY. Councilor McCollam made a motion to approve Three Rivers Mosquito and Vector Control Proposal for \$5,200.00. Councilor Gatliff 2nd the motion. The motion passed 3-0 in favor.
- Discuss Pastor Casimiro Tavaréz La Iglesia de Dios; Mission Hispanic City Hall Usage and Conditions: Pastor Tavaréz submitted a letter to the City Council to utilize the City Hall. The letter states Friday from 6:00 p.m. to 7:30 p.m. and Sundays from 9:30 a.m. to 12:00 p.m. The City of Merrill normally donates the chambers to non-profits with proof of IRS status; however, the City of Merrill has rented the chambers nearly every Friday throughout the year by another church that pays a daily rent, approximately \$5,000.00 annually. Saturday's and Sunday's are rented on a regular basis. The City Council consensus was La Iglesia de Dios can reserve and rent the chambers as a customer in the same manner as the other church. City Council stated opposition of donating the chambers on weekends or days that conflict with City business. There also needs to be a separation of church and state.
- SB 926A Logo Support: PacifiCorp is seeking Logo Support to oppose SB 926A, which increases the costs for utility customers, jeopardizes energy reliability, threatens the state's clean energy progress and targets, and discourages settlements with those affected by wildfires. The proposed amendments to Senate Bill 926 is within the packet for further consideration. Tabled.

OLD BUSINESS:

- HB 3917 Logo Support: Rescinded.
- Approve City of Merrill Employee Handbook Amendments: Councilor Gatliff made a motion to approve City of Merrill Employee Handbook Amendments. Councilor McCollam 2nd the motion. The motion passed 3-0 in favor.

ORDINANCES:

RESOLUTIONS:

- Resolution 2025-968 Transfer Funds to Comply with Budget Law Requirements: Resolution 2025-968 Transfer Funds to Comply with Budget Law Requirements was read into the record by title. Councilor Gatliff made a motion to approve Resolution 2025-968 Transfer Funds to Comply with Budget Law Requirements. Councilor Baley 2nd the motion. The motion passed 3-0 in favor.

OTHER-FUTURE AGENDAS:

- Refuge Church Rental Business License
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PUBLIC COMMENT:

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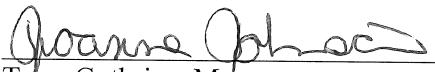
Code Enforcement Officer Perry reported on doors being left unlocked after City Hall Rentals. Discuss regarding the unlocked doors ensued.

Councilor Baley reported on the status of the flags located at the City Hall Park, donated by the Merrill Lions Club.

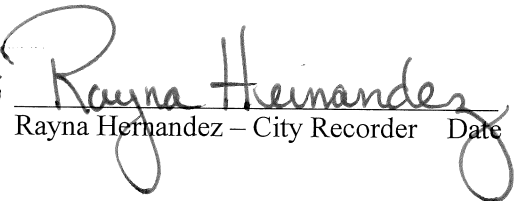
ADJOURN MEETING:

Councilor Gatliff made a motion to adjourn the May 14, 2025 Meeting. Councilor Baley 2nd the motion. With all in favor, the meeting adjourned at 6:50 p.m.

Respectfully Submitted,


Terry Guthrie – Mayor

Date


Rayna Hernandez – City Recorder

Date

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