

MYRTLE POINT CITY COUNCIL AGENDA

Regular Meeting

Monday, December 16, 2024, 6:30 p.m.

Flora M Laird Library Meeting Room | 435 5th Street, Myrtle Point

For those wishing to attend remotely, please use one of the following options:

Join Zoom Meeting: <https://zoom.us/j/7532272341>

Meeting ID: 753 227 2341 | **Password:** Myrtle

or

Dial-in: 1 (253) 215-8782 | **Meeting ID:** 753 227 2341 | **Passcode:** 851522

- I. CALL TO ORDER – Mayor Clayburn
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL – City Council
- IV. CONSENT ITEMS
 - A. Minutes of November 18, 2024 Regular Meeting
- V. ACTION/DISCUSSION ITEMS
 - A. Discussion – Paying of Water/Sewer base rates – when water meter requested off**
 - B. Discussion – Review of wild turkey population in city- Next Steps- disposing??**
- VI. PETITIONS FROM THE AUDIENCE

This is a public meeting and the media may use information presented.
- VII. UPCOMING MEETINGS AND EVENTS:
 - A. Christmas Day Holiday-Wednesday December 25, 2024-City Hall Closed**
 - B. New Years Day Holiday- Wednesday January 1, 2025 – City Hall Closed**
 - C. City Council meeting- Monday January 6, 2025 – 6:30pm-Library meeting room**
- VIII. INFORMATION ITEMS
 - A. Myrtle Point Public Library Foundation Meeting Minutes- October 1, 2024
- IX. OTHER COMMUNICATIONS
 - A. Staff Reports
 - B. Council Concerns and Comments*
- X. ADJOURNMENT

Notice given this 16th day of December, 2024 – Scott Nay, City Manager

* indicates no material included in packet

THE CITY OF MYRTLE POINT IS A DRUG FREE WORKPLACE

The meeting room is handicapped accessible. If you wish to participate or attend the meeting and need special accommodations contact the City Manager's office at (541) 572-2626 in advance of the meeting.

**CITY OF MYRTLE POINT
CITY COUNCIL MEETING MINUTES
Regular Meeting
Monday, November 18th, 2024 – 6:30 p.m.,
Flora M Laird Memorial Library Meeting Room
435 5th Street, Myrtle Point**

Council Members

Present:

Samantha Clayburn, Mayor
Ivan Hawker, City Councilor
Berea Gibbons, City Councilor*

Amy Ligons, City Councilor
Mike Wood, City Councilor

Absent:

Gary Sullivan, City Councilor
1-Vacant council position

Staff and Others

Scott Robinson, Chief of Police
Scott Nay, City Manager
Ginny Groce, Accountant
Shelley Clayburn
Kathy Lewis*

Wayne Ramsey, Public Works
Haylee Young, Administrative Clerk
Amy Bruno, Library Director
Dan Kleis
Darin Nicholson

(* indicates remote attendance)

CALL TO ORDER

Mayor Clayburn called the City Council meeting to order at 6:30 p.m. and led those present in the Pledge of Allegiance.

ROLL CALL

Mayor Clayburn asked the City Council members to state their names for the roll.

CONSENT ITEMS

- A. Mayor Clayburn announced the Consent Items – Minutes of the October 7th, 2024 Regular Meeting. Councilor Hawker moved to approve the minutes as presented. Councilor Wood seconded the motion. Mayor Clayburn asked for any discussion or corrections, and hearing none motion carried unanimously- Councilors Hawker, Wood, Ligons, Gibbons and Mayor Clayburn- minutes approved.

ACTION/DISCUSSION ITEMS

A. FEMA – Discussion - Pre-Implementation Compliance Measures (PICM) For National Flood Insurance Program (NFIP)

Mayor Clayburn announced the discussion item. Manager Nay spoke on what this program is and what it is all about. Manager Nay recommended that the City does the permit by permit option. Councilor Hawker moves that the City of Myrtle Point follow the PICM pathway of permit by permit and authorize the City Manager to implement for FEMA requirements Councilor Wood seconded. After some discussion Mayor Clayburn asked for a vote, vote carried unanimously- Councilors Hawker, Wood, Ligons, Gibbons and Mayor Clayburn- motion carries.

B. Oregon Clean Water State Revolving Fund- Discussion - Application for update of Myrtle Point's Wastewater Facilities Plan

Mayor Clayburn announced the discussion item. Manager Nay explained what this is and why we need it. He asked for Darin Nicholson with Civil West to tell us more about this and what the loan is all about. He thinks that Myrtle Point has a pretty good chance of getting this. Mayor and Council members asked Mr. Nicholson to continue the application process.

PETITIONS FROM THE AUDIENCE

Mayor Clayburn called for petitions from the audience- Kathy Lewis wanted to wish everyone a safe and happy Thanksgiving.

UPCOMING MEETINGS AND EVENTS

- A. Thanksgiving Holiday- Thursday-Friday November 28th-29th - City Hall Closed.
- B. City Staff Christmas Party- Friday Dec. 6th- 6:30pm – 8:30pm-OSU Ext Bldg.
- C. Christmas Lights the Night-Downtown- Saturday December 14th.
- D. Planning Commission Meeting- Tuesday December 10th, 2024 -7:00pm.

INFORMATION ITEMS

- A. Myrtle Point Public Library Foundation Meeting Minutes – Oct. 1st, 2024.

OTHER COMMUNICATIONS

Staff Reports:

- 1. **City Manager- Scott Nay-**

New City Christmas Decorations

The City has been able to obtain some new Christmas Decorations for Spruce Street. It was a coordinated effort with Chamber of Commerce and City Hall Administrative staff in choosing types of decorations and with 42 and Spruce organization as they purchased and donated the decorations. A big Thank you to all who helped with this project.

New Revised Employee Handbook Update

I am in the early stages of a project of revising the City's Employee Handbook. Our current one is very outdated. I am using a Handbook template from CIS, which has all of the necessary general language and items needed to meet current handbook requirements. This will be ongoing into next year before completion, but am hopeful this will bring the city up to current standards. I will be seeking input from Dept. Heads and others. CIS will review once rough draft is completed. Once I have a final rough draft I will bring to council for approval and adoption.

ODOT ADA/crosswalks project on Hwy. 42 update

ODOT is tentatively scheduling this project for Fall of 2026. They have sent us a conceptual plan/drawings which Wayne Ramsey and I reviewed and sent back with comments. This is still in the initial plans stage. They have asked about whether the City would like to reapproach the 3-Lane idea through the city limits. They could combine that project with the ADA project if City wanted to pursue that idea. We have some time to discuss this, and they are willing to attend City council meetings and/or town hall meetings to present information and answer questions. We will look at dates after the first of the year to set some meeting dates for public input.

Election results

Congratulations to the following candidates:

Samantha Clayburn- Mayor - re-elected to a 2- year term

Mike Wood – City Council – re-elected to a 4-year term

Shelley Clayburn – City Council – elected to a 4-year term

Ryland Parker – City Council – elected to a 4-year term

Installation/swearing in of the electees will occur at our January 6th City Council meeting.

December City Council meeting scheduled for December 16th, 2024.

2. Accountant- Ginny Groce

PERS 2025-2027

Individual PERS rates for 2025-2027 have been posted. Our new rates will be:

PD/Fire – 27.25% from 20.95%

T1/T2 – 25.1% from 18.95%

OPSRP – 21.98% from 16.16%

SPRINGBROOK UPDATE

The program-wide October data issue with Springbrook software has been fixed and they assure the reports are accurate now.

UPDATE

I will be out for surgery starting Dec 6, expecting about three weeks recovery time.

3. Public Works Director- Wayne Ramsey

Patching: Another round of patching has been concluded. Speed bumps at Rotary Park are done.

Signs for parks: We have the signs in stock and are installing them. Signs for the school are in and waiting to be installed.

WWTP: WWTP has had several washouts due to rain events.

WTP: Slide work has been completed.

Brush pick up: Has been completed.

-Public Works Director Ramsey also stated that with the storm coming this week, if there are down trees or anything, don't hesitate to call him for help.

4. Police Chief- Scott Robinson

Personnel Report:

Sergeant Harris baby coming in January.

Training and Activities:

-Shell Hole Transient Activities.

-Res. Sgt. Hoyle and Res. Ofc. Fletcher & King Mutual Aid (Missing Child).

-Dispatch Transition Continues.

5. Library Director- Amy Bruno

-Library Programs Hot Dog Party 72 People came to our Hot Dog Party on Saturday the 19th out on the patio. We had a great time and used up the hot dogs left from the 100th anniversary. We gave away all the rest of the popsicles and got \$22.88 in donations, which was only \$2.22 short of breaking even. I love it when programs are practically free.

-Halloween We divided up the library and porch into zones. Lori and I did S.T.E.A.M. Science programs on the porch and in the Oregon Room. Jessica organized games and crafts in the meeting room. We rearranged the children's section and made that area available for crafts run by Donna and Morgan and Anna handled the desk. We had really great volunteers and lots of participation: 158 people came through our doors, Lori gave away 27 science kits (these were left from a grant several years ago.) Next year I would like to team up with another organization or business here in town and do this again.

-Di-November 29 people total came to the two separate tea party times. Tea Rex danced her way through both tea sittings and the kids and parents learned about manners, tea parties, and dinosaurs. A great time was had by all.

-Our next Saturday program is Family Make a Present event on Saturday December 7th from 1-3. We will have fun crafts for all ages to make and take home to loved ones. Snow Globes, make gnome, foam gingerbread men, icing trees, and much more.

Council Concerns and Comments:

1. Councilor Wood talked about the track project.
2. Mayor Clayburn is going to the Rotary meeting again about the Dog Park at Rotary Park. She also told us about a Christmas thing that the Chamber is doing to encourage people to shop locally. Mayor Clayburn will be out of town the first week of December.

ADJOURNMENT

Having no further business for the City of Myrtle Point, Mayor Clayburn adjourned the Regular Meeting at 7:37PM.

December 16th, 2024

Samantha Clayburn, Mayor
City of Myrtle Point

City of Myrtle Point Agenda Item Report

To: Mayor Clayburn and City Council
From: Scott Nay, City Manager
Date: December 16, 2024
Re: The paying of base Water/Sewer rate when water service is requested to be turned off



BACKGROUND

At the September 9th City Council Meeting, councilor Berea Gibbons had asked about the City of Myrtle Point's water shut off procedure and why we charge the way we do for the base rates. The council decided to have City Manager check with other local cities to see what their procedures were for this type of action. Information on two other cities, Bandon and Port Orford, has finally been received and this is a follow up with those cities procedures attached for review and discussion.

RELATED CITY POLICIES

Resolution 2024-03 establishing City of Myrtle Point Water and Sewer Service Rates-(attached)

COUNCIL OPTIONS

- This is a follow up to City Council request for information on the subject. Discussion whether current procedure remains or needs to be changed.
- **Do Nothing – Current procedure per Resolution 2024-03 will continue to be in effect**

CITY MANAGER'S RECOMMENDATION

Recommends -making no changes in Resolution 2024-03 and continuing to charge base rates for water service as outlined in the resolution.

ATTACHMENTS

1. **Resolution 2024-03 establishing water and sewer service rates**
2. **City of Bandon water shut off procedure**
3. **City of Port Orford water shut off procedure**

RESOLUTION 2024-03

**A RESOLUTION OF THE CITY OF MYRTLE POINT CITY COUNCIL
ESTABLISHING WATER AND SEWER SERVICE RATES**

WHEREAS, the City of Myrtle Point’s water and sewer systems are supported entirely by user fees and service charges; and

WHEREAS, these "Enterprise Funds" operate in business-like manner and finance their own repairs, maintenance and operations without the support of property taxes; and

WHEREAS, user rates must be adjusted from time to time in order to keep up with increasing labor and operational costs; and

WHEREAS, the most recent update to the City’s water and sewer service rates occurred under Resolution 2021-01 which had an effective date of February 1, 2021; and

WHEREAS, ORS 294.160 requires the City to provide opportunity for public comment on any resolution or ordinance “prescribing a new fee or a fee increase or an increase in the rate or other manner in which the amount of a fee is determined or calculated,” and such opportunity was given at the regular City Council meeting on **June 3, 2024** and notice published in the newspaper of record on **May 22, 2024** inviting public written or oral comment.

NOW THEREFORE, the Myrtle Point City Council hereby resolves:

SECTION 1. WATER RATES: Water service rates for the City of Myrtle Point water customers shall be:

	Base Rate	Consumption Charges per 100 cubic feet
Metered Water Service	\$21.00 per month	\$2.15 for first 299 cu. ft. \$2.15 for 300 cu. ft. to 599 cu.ft. \$2.25 for 600 cu. ft. to 999 cu. ft. \$2.35 for 1,000 cu. ft. to 2,999 cu. ft. \$2.45 for 3,000 cu. ft. and over
Senior/Disabled Discount	\$14.00 per month	\$2.15 for first 299 cu. ft. \$2.15 for 300 cu. ft. to 599 cu. ft. \$2.25 for 600 cu. ft. to 999 cu. ft. \$2.35 for 1,000 cu. ft. to 2,999 cu. ft. \$2.45 for 3,000 cu. ft. and over
Fire line charge	\$21.00 per month	No consumption charge
Flat Rate (non-metered)	\$43.00 per month	No consumption charge

Outside City Rates	\$32.00 per month	\$2.75 for first 299 cu. ft. \$2.75 for 300 cu. ft. to 599 cu. ft. \$2.85 for 600 cu. ft. to 999 cu. ft. \$2.95 for 1,000 cu. ft. to 2,999 cu. ft. \$3.05 for 3,000 cu. ft. and over
Outside Sr./Disabl. Discount	\$24.50 per month	\$2.75 for first 299 cu. ft. \$2.75 for 300 cu. ft. to 599 cu. ft. \$2.85 for 600 cu. ft. to 999 cu. ft. \$2.95 for 1,000 cu. ft. to 2,999 cu. ft. \$3.05 for 3,000 cu. ft. and over

SECTION 2. SEWER RATES: Sewer rates for customers of the City of Myrtle Point sewage utility shall be:

A. METHOD OF COMPUTATION

1. Winter Rates:

The sewer use rate for residential customers serving a single household is based on the actual volume of water used, as measured by the water meter, for the months of October, November, December, January, February, March, April and May.

2. Summer Rates:

The summer sewer use rate for residential customers serving a single household for the months of June, July, August and September of each year is based on the winter average water volume used, as measured by the water meter, for the 8 month period of October through May inclusive (winter rate period). This summer rate is subject to being discontinued by legislative action or requirements of debt service for wastewater improvements.

3. Industrial, Commercial and Multi-Occupancy residential customers:

The user rates for these customers are based on the actual monthly-metered water usage for each month of the year. Multi-Occupancy customers shall be charged a minimum one base rate for each dwelling unit or tenant space.

B. RATES

	Base Rate	Consumption Charges per 100 cubic feet
Metered Water Service	\$43.00 per month	\$3.22 for first 299 cu. ft. \$3.45 for 300 cu. ft. to 599 cu. ft. \$3.74 for 600 cu. ft. to 999 cu. ft. \$4.03 for 1,000 cu. ft. to 2,999 cu. ft. \$4.32 for 3,000 cu. ft. to 5,999 cu. ft. \$4.60 for 6,000 cu. ft. to 9,999 cu. ft. \$4.89 for 10,000 cu. ft. and over

Senior/Disabled Discount	\$24.00 per month	\$3.22 for first 299 cu. ft.
		\$3.45 for 300 cu. ft. to 599 cu. ft.
		\$3.74 for 600 cu. ft. to 999 cu. ft.
		\$4.03 for 1,000 cu. ft. to 2,999 cu. ft.
		\$4.32 for 3,000 cu. ft. to 5,999 cu. ft.
		\$4.60 for 6,000 cu. ft. to 9,999 cu. ft.
		\$4.89 for 10,000 cu. ft. and over
Flat (non-metered)	\$73.00 per month	No consumption rate

SECTION 3. OTHER CHARGES:

A. SYSTEM IMPROVEMENT CHARGES

These charges are intended to provide financing for system improvements and shall be collected and credited to the Water System Reserve Fund and the Sewer Reserve Fund, in addition to the regular monthly service charges:

1. Water System Improvement Charge:

Metered users shall pay an additional \$0.65 cents per 100 cubic feet of water.
Unmetered users shall pay an additional \$3.00 per month.

2. Sewer System Improvement Charge:

Metered users shall pay an additional \$0.65 cents per 100 cubic feet of water.
Unmetered users shall pay an additional \$3.00 per month.

B. LATE PAYMENT FEES

Utility Bills are due on receipt and become delinquent if not paid in full after the last day of the month billed. A delinquency charge of 10 percent (not less than \$10) shall be added to the unpaid bill. The City Manager, or his designee, may waive up to 2 late charges per calendar year.

C. BLUESLIP FEE

If an account becomes delinquent more than 15 days after the due date of the bill, the City will place a notice of disconnection (blue slip) upon the premises. Such notice shall contain the time by which payment must be made to the City to avoid disconnection of water service. When such notice is placed an additional penalty fee of \$15.00 shall be charged to the customer's account in addition to any other penalties or late payment fees.

D. TURN-ON AND TURN-OFF FEES

Whenever a service is actually turned on or off by a City employee for non-payment or unauthorized use, a \$50.00 fee shall be levied against the customer account.

The fee will not be charged when a customer requires a short term shut-off to repair plumbing on the premises, when done to test for leaking plumbing or when the City's main water lines are being repaired or reconnected or when it is done for the City's convenience or necessity.

E. METER REINSTALLATION CHARGE

If a meter is subjected to tampering by a customer the City will remove the meter to eliminate the connection to the system. Efforts to install a jumper in the meter box to connect water without a meter will be dealt with as an ordinance violation. A \$50.00 meter reinstallation charge must be paid before service is restored.

F. METER REPLACEMENT FEE

If a water meter malfunctions the City will replace that meter free of charge. If a meter or meter appurtenance has been the subject of tampering and is broken as a result of tampering, the customer may be assessed a fee of \$50.00 for repair and/or replacement of the meter or meter appurtenance. This fee shall be in addition to the reinstallation fee and actual cost of the replacement meter or meter appurtenance and any other relevant fees or charges.

G. LEAKS

The City shall adjust off one half of the amount over the customer's average monthly bill. An average bill will be determined using the same method as the sewer irrigation rate. The adjustment may only be made for up to two months prior to the leak repair and one month after the leak repair, in either situation proof of such repair must be presented to the City. The City shall not be obligated to make adjustments on any account.

H. MONTHLY MINIMUM CHARGE

Unless a utility is abandoned the monthly minimum fee (base rate) will be charged for each utility.

SECTION 4. NEW CUSTOMER DEPOSIT

All new customers to the Myrtle Point water & sewer system shall be required to pay a \$200.00 deposit in advance of water being turned on. The deposit amount shall be divided equally between water and sewer. For customers purchasing only one service, the deposit amount shall be \$100.00.

SECTION 5. FEES FOR THE PURCHASE OF WATER

Insurance liability requirements limit this type of sale to non-potable uses including construction, standby fire equipment and other uses not for human consumption.

The rate for persons located outside the City limits who wish to obtain City water by filling a private tank, from a City provided source, to be transported to a destination outside the City limits shall be:

0 – 74 cubic feet	(0 – 559 gal)	\$20.00
75 – 149 cubic feet	(560 – 1,124 gal)	\$30.00
150 – 299 cubic feet	(1,125 – 2,249 gal)	\$40.00
300 – 500 cubic feet	(2,250 – 3,750 gal)	\$50.00
Over 500 cubic feet	(3,750 gal)	\$50.00 plus \$5.00 per 100 cubic feet or part thereof over 500 cubic feet.

SECTION 6. CONNECTION FEES

A. WATER CONNECTION FEES:

For a new service to be connected to the water system a connection charge shall be levied on each premises requesting such connection based upon size of the service to be provided. This fee provides for the City permit, inspection, service saddle, water meter, meter box, pipe appurtenance and service line to the edge of the public right-of-way, up to 30' from the water main. This fee is also in addition to the System Development Charge required by Resolution 2007-03. Installation of the water service from the water meter to the premises is not covered under his permit and is the responsibility of the owner or an agent of the owner. Plumbing permits obtained through the State Building Codes Department are required for installation of service lines on the premises.

NEW INSTALLATION	FEE
Water connection permit	\$760.00 (This does not include deposit for service)
5/8 x 3/4 meter	See note 1.
1" service	\$790.00 (See note 1)
2" service	\$865.00 (See note 1)
Services over 2"	Actual cost of time and materials. (See note 1)
Standby fire line	\$1350.00 (See note 1)

Note 1: All materials, service lines or pipe appurtenance shall be approved by the Public Works Department before installation. A list of approved materials will be provided to the owner or agent of the owner.

B. SEWER CONNECTION FEE

A sewer connection fee of \$650.00 shall be levied upon each premises requesting a new connection to the City's sanitary sewer collection system. This fee provides for the City permit, inspection, service saddle and service line up to 30 feet from the sewer main. This fee is also in addition to the System Development Charge required by Resolution 2007-03. Installation of the sewer service from the property line to the premises is not covered under this permit and is the responsibility of the owner or an agent of the owner. Plumbing permits obtained through the State Building Codes Department are required for installation of service lines on the premises.

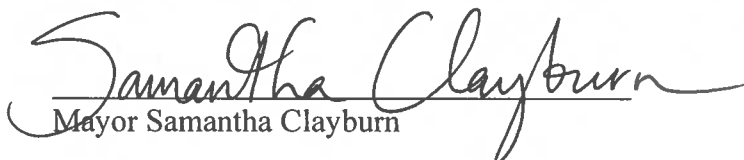
SECTION 7. REPEALER

Resolution 2021-01 regarding changes to the water and sewer utility rate schedule is hereby repealed.

SECTION 8. EFFECTIVE DATE

This Resolution shall become effective July 1, 2024.

Adopted by the Myrtle Point City Council this 3rd day of June 2024.


Mayor Samantha Clayburn

ATTEST:


Scott Nay, City Manager



RE: Water/sewer charges

1 message

Linda Eickhoff <linda@bandon-or.gov>

Thu, Dec 5, 2024 at 2:47 PM

To: "Clerk@ci.myrtlepoint.or.us" <Clerk@ci.myrtlepoint.or.us>

Hello Haylee.

These are our water and sewer rates for residential and commercial

Residential: water - \$35.50 (which includes 2,000 gal of water), per 1,000 gal after that is \$1.30

Commercial: water - \$45.50 (which includes 2,000 gal of water), per 1,000 gal after that is \$1.30

Residential: sewer - \$33.72 (which includes 2,000 gal), per 1,000 gal after that is \$4.01

Commercial: sewer - \$33.72 (which includes 2,000 gal), per 1,000 gal after that is \$4.01

****Shut off process:

If there is a past due amount on the bill we send out on the last working day of the month, there is a notice on their bill giving them 15 days to pay or make payment arrangements.

On the 10th of every month, if there is a past due amount with no arrangements, we send a 5 day shut off notice.

The day before we pull the meter, we call them to try and get payment. If we don't get a response, we add them to the pull list and the next day, our guy goes out to the residents and asks for the payment. If they don't pay, we pull the electric meter.

****Vacant account:

If someone is moving out of a residence and the landlord doesn't have an Uninterrupted Service Letter with us, we pull the electric meter. No one is charged during that time.

If people leave for the winter or summer and leave their power and water on, we still bill them. If there is no usage, then they are billed the basic charges.

****If the owner goes away for the winter and wants us to turn the water meter off, we will do that but they still get billed the basic charges.

****If the house is for sale, the owner usually keeps the power and water on until it is sold. If for some reason they don't want the electric or water on, then we will turn both off and it would go to vacant account and no one is charged for an basic rates.

Hopefully this has answered your questions. If you have any more questions, feel free to call or email me.

Linda Eickhoff

City of Bandon

541-347-2437 ext 222

From: Bandon OR <noreply@civicplus.com>

Sent: Thursday, December 5, 2024 10:25 AM

To: Linda Eickhoff <linda@cityofbandon.org>

Subject: Water/sewer charges

CAUTION: This e-mail is from an external source. Please exercise caution before opening attachments, clicking links, or following guidance.

Name: Haylee

Email: Clerk@ci.myrtlepoint.or.us

Message: Hi Linda. I work for the City of Myrtle Point, and we are checking with other cities on what your W/S charges are and what the shut off process is? If a house is vacant do you still charge the owner a base rate? If the owner of the property goes somewhere else for the winter, do you shut their water off and not charge them for while they're gone? Or if a house is for sale, do you still charge the owner while they may not be living there?? Thank you for your time. -Haylee



Shut off process

Keely Perry <kperry@portorford.org>
To: clerk@ci.myrtlepoint.or.us
Cc: mradcliffe@portorford.org

Thu, Dec 5, 2024 at 4:23 PM

Good Afternoon,

"Snowbirds" as we call them ☺ can decide to keep their water/sewer services on, or turn it off. If the customer chooses to turn the water off they have 30 days until they have to pay a \$180.00 reconnect fee. If they are gone for less than 30 days they do not pay the \$180.00, however, if they continuously call asking to have their services shut off and come back just before the 30 day mark, we will impose a \$10.00 fee for each time they ask for the shut off.

If they chose to keep it on they pay only the base rates (water and sewer) If there is a leak while they are away, the leak is on them (unless it's on our side), we will give an adjustment if they show receipts and it is only a small portion of the bill.

If there is a house selling and it's vacant the water is disconnected until the new owner moves in.

If the water/sewer is disconnected for non-payment and someone still resides at the property, they must pay the balance in full before they get reconnected, plus a \$75.00 reconnect fee. If they are a tenant they must repay the \$100.00 deposit. If they own the home, there is no deposit. If someone moved out and didn't pay then the landlord is responsible and cannot have services restored for another tenant until the balance is paid in full. The same goes for if there is a balance on a house that is selling. All balances must be paid before services are reconnected.

Hope this helps and that I answered all your questions, if I missed anything, please let me know.

Thank you,

Keely Perry

Port Orford Utilities/Court Clerk

PO Box 310, 555 W. 20th Street, Port Orford, OR 97465

Office Phone: 541-366-4570

Mon-Thurs 7:30 am to 5:30 pm

From: Melissa Radcliffe <mradcliffe@portorford.org>

City of Myrtle Point Agenda Item Report

To: Mayor Clayburn and City Council
From: Scott Nay, City Manager
Date: December 16, 2024
Re: Review of Wild Turkeys population within the City of Myrtle Point and next steps in decreasing population



BACKGROUND

Effective August 1, 2024 the City Council adopted Ordinance No. 1292 Establishing Wild Animal Feeding Regulations. Since then, the city has been providing education and warnings related to no feeding of wild turkeys and other wild animals. Unfortunately, the turkey population within the city limits has increased and is now becoming a larger and more invasive nuisance. It is time to review and discuss next steps in decreasing our Wild Turkey population which may include disposing of the turkeys by lethal and legal means through our local law enforcement agency. Our ordinance speaks to these next steps and will involve ODFW involvement in the process. I have contacted representatives from ODFW to provide information on the disposal process for the turkeys.

RELATED CITY POLICIES

Ordinance No. 1292 – Establishing Wild Animal Feeding Regulations

COUNCIL OPTIONS

- **Discuss and review next steps to include proper disposal process of the Wild Turkeys within the city limits.**
- **Sample Motion** – *“I move to authorize City Manager and Myrtle Point Police Department to Coordinate with ODFW officials in taking and following the proper procedures necessary for disposal of the wild turkey population within the city limits of Myrtle Point.”*
- **Do Nothing** – **The wild turkey population will continue to increase and nuisance will become larger and more damaging to properties.**

CITY MANAGER’S RECOMMENDATION

- Recommends a motion to coordinate with ODFW in proper disposal of wild turkeys

ATTACHMENTS

- Ordinance No. 1292 – Establishing Wild Animal Feeding Regulations

ORDINANCE NO. 1292

AN ORDINANCE OF THE CITY OF MYRTLE POINT, OREGON ESTABLISHING WILD ANIMAL FEEDING REGULATIONS, DEFINITIONS, PROHIBITED WILD ANIMAL FEEDING, ABATEMENT, PENALTIES AND ENFORCEMENT; AND SEVERABILITY

THE CITY OF MYRTLE POINT ORDAINS AS FOLLOWS:

Section 1. Purpose

The purpose of this ordinance is to protect the safety of citizens and regulate the feeding of wild animals on public and private property within City Limits.

Section 2. Definitions

For the purpose of this ordinance, the following definitions shall apply unless the content clearly indicates or requires a different meaning:

- (1) "City" means the city of Myrtle Point
- (2) "Songbird" means any of a large number of bird species in which the vocal organ is developed in such a way as to provide various sound notes commonly known as a bird song. Songbirds are generally described as passerines.
- (3) "Wild Animal" means any amphibian, bird, fish, mammal, reptile, or other animal which is not normally domesticated in this state; or any non-domestic, or untrained animal which because of its size, natural disposition, or other characteristic constitutes a hazard or menace to persons or animals or is likely to damage property. Without limiting the generality of the foregoing, such animals include, but are not limited to, a bear, rat, mouse, coyote, opossum, turkey, raccoon, skunk, fox, deer, feral cat, rabbit, squirrel, waterfowl, or any bird other than songbirds as defined herein.
- (4) "Waterfowl" means any bird that frequents the water or lives around rivers, lakes, etc. including, but not limited to, ducks, geese, swans, and herons.
- (5) "Attractant" means any substance that draws animals to a particular location and includes, but is not limited to, food, garbage, or salt lick. Attractant does not include lawns, flowers, shrubs, trees, or gardens that are eaten by wild animals.

Section 3. Feeding of Wild Animals Prohibited

The attracting or feeding of wild animals within the city limits is declared to be a public nuisance and is prohibited at all times. Feeding of wild animals includes a person placing or knowingly allowing food or other attractants to be placed or to remain on their property or public property with the intent of attracting or feeding wild animals. Nothing contained in this section shall prohibit the feeding of songbirds provided that the bird food is contained in a

feeder which is reasonably designed to avoid access by wild animals and placed in a manner to avoid access by wild animals. This section does not prohibit the feeding of wild animals kept under a permit issued by the Oregon Department of Fish and Wildlife.

Section 4. Abatement

In the event that any part of the city is experiencing the presence of wild animal populations that threaten the health and welfare or endanger the property of Myrtle Point citizens, the city shall take those steps authorized by the appropriate regulatory agency to disperse or otherwise control the offending wild animals. Should the city manager determine that feeders for songbirds are attracting wild animals, the city shall require that those persons remove feeders until such time that the wild animals disperse. Failure to remove feeders within 24 hours from notification shall constitute a separate violation of this ordinance.

Section 5. Penalties and Enforcement

Any person violating any provision of this ordinance may be subject to a minimum \$100 and maximum \$250 fine for each offense. A separate offense shall be deemed committed on each day or part of each day during which a violation occurs or continues

Section 6. Severability

The sections and subsections of this Ordinance are severable. The invalidity of one section or subsection shall not affect the validity of the remaining sections or subsections.

Section 7. Effective Date

The provisions of this ordinance shall become effective August 1, 2024

First Read: May 6, 2024

Amended: July 1, 2024

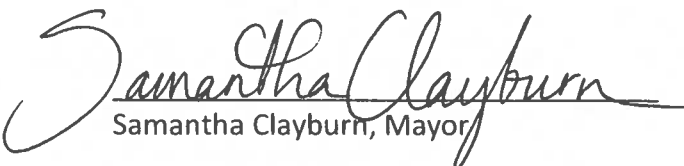
Adopted by the City Council of the City of Myrtle Point this 1st day of July, 2024.

Ayes: Berea Gibbons, Ivan Hawker, Samantha Clayburn, Mike Wood
Amy Ligons

Nays: None

Absent: Gary Sullivan

ATTEST:


Samantha Clayburn, Mayor


Scott Nay, City Manager/Recorder

MYRTLE POINT PUBLIC LIBRARY FOUNDATION

MONTHLY MEETING

NOVEMBER 05, 2024

5:00 pm

MINUTES

President Huntley called the meeting to order at 5:00 pm. Directors attending: Carol Runde, Karen Fritz, Debbie Bushnell, and Barbara Caffey. Also attending: Amy Bruno, Library Director.

MINUTES: Sally moved the minutes be approved as written. Karen seconded. Motion passed.

TREASURER'S REPORT: The treasurer reported no activity in either expenditures or revenue.

BAZAAR: The bazaar tables are all full, although 2 tables have yet to be paid for. Sally has the key to the OSU building. The OSU staff will bring up spare tables from the basement. Set-up will be at the OSU building at 1:00 pm on Friday.

BRICK FLYERS; Amy brought a sample flyer for memorial brick sales. Some suggestion were made.

LIBRARY EVENTS: There were 72 people at the hotdog party.

The library has had a verbal challenges to several books in the children's section. The challenger has not returned or submitted the completed paper work.

The library was closed October 14th and 15th for cleaning and organizing.

The donated bicentennial quilt is now displayed in the library.

LIBRARY DISTRIBUTION FUNDING:

The commissioners approved the distribution formula.

OTHER BUSINESS:

Karen asked about the possibility of a book fair for adults. There was discussion of having an event off-site to allow alcohol to be served.

Karen's son is planning his Eagle Scout project. She asked about something at the library if his original plan falls through.

NEXT MEETING: The next meeting was set for Tuesday, December 03, 2024, at 5:00 pm. The meeting will be held in the library meeting room with the option of remote dial in.

There being no other business, the meeting adjourned at 6:49 pm.

Submitted by,

Barbara Caffey

Secretary

CITY MANAGER'S REPORT



TO: MAYOR & CITY COUNCIL
FROM: SCOTT NAY, CITY MANAGER
DATE: DECEMBER 16, 2024

Clean Water State Revolving Fund Application (Loan Forgiveness) Update

The application for the loan forgiveness for WWTP facilities plan update Loan Program was submitted to DEQ on Dec 5, 2024 ahead of the Dec. 13th deadline.

Next Steps:

1. DEQ reviews and scores applications over the next 2-3 months
2. DEQ will send e-mail to us after projects have been scored and deemed accepted for addition to the intended use plan.
3. A training will be available in Feb. or March to go over what is needed to sign loan
4. Addition of the project to the Intended use plan takes 4-6 months
 - a. During this time requirements needed to sign loan can be started and submitted to DEQ
 - b. A loan can't be signed until the project is on the published intended use plan.
5. Once all requirements have been reviewed and accepted by DEQ, the loan can be drafted. Loan drafting takes 2-5 months

FEMA/PICM UPDATE

We have submitted to FEMA our decision for the city of Myrtle Point to utilize the Permit-by-Permit option for development permit requests in flood plain areas as discussed in November Council meeting. We will begin logging and collecting data on all new requests on Jan. 31, 2025.

Rotary/Dog Park Update

The city received monies from MP Rotary to purchase park benches and other misc items for the dog park. We have ordered and received two park benches for the dog park and also two extra park benches to be placed around the new playground equipment area, per Rotary request. We are also getting plaques made for the benches recognizing MP Rotary donation.

PUBLIC WORKS DIRECTOR REPORT



TO: MAYOR & CITY COUNCIL
FROM: WAYNE RAMSEY, PUBLIC WORKS
DIRECTOR
DATE: DECEMBER 16TH, 2024

Streets: It is fall, there are a lot of leaves. I have spoken to Coast Pavement about slowing the sweeper down to pick up the leaves. We've had some complaints about the sweeper just carrying the leaves to other properties.

Water: Since Thanksgiving we've been having issues in the morning of getting water to the plant, were investigating the issue. Last week we had 2 water leaks which are done.

Sewer: Last month from 11/11 to 11/24 we had periodic washouts the city received 10.1 inches of rain in that 2 weeks. It has since calmed down.

LIBRARIAN'S REPORT



TO: MAYOR & CITY COUNCIL
FROM: AMY BRUNO LIBRARY DIRECTOR
DATE: 12/16/24

New TV The Samsung 50" tv along with mounting brackets, and Optisign program has arrived and will be installed before the end of the month. This TV was purchased with a grant that the foundation got (Thank you Barbara) from the BEK foundation. We will be using the TV and Optisign to advertise upcoming programs (less printing fliers), to showcase activities and programs both current and past.

Make-a-Gift Day 65 people attended (both kids and adults) All together patrons made 14 sock gnomes, 34 frosting trees, 28 snow globes, 45 crayon pendants, and lots of paper crafts. Thank you Carol for running the gift wrapping station, Henry and Lori for the gnomes, and Wizard and Nevaeh for all of the beautiful jewelry.

POLICE CHIEF'S REPORT



TO: MAYOR & CITY COUNCIL
FROM: SCOTT ROBINSON, CHIEF OF POLICE
DATE: DECEMBER 16, 2024

Personnel Report:

- Baby Harris Incoming
- Reserve Sergeant Hoyle promoted to Chief Master Sergeant (E-9) in Air National Guard

Training and Activities

- VIP Visit
- Christmas Lights the Night

FIRE CHIEF'S REPORT



TO: MAYOR & CITY COUNCIL
FROM: WILLY BURRIS, FIRE CHIEF
DATE: DECEMBER 10, 2024

- MP Amb sent 2 personnel along with an ambulance to assist in the missing child search in Hauser recently. We provided medical coverage for the incident and Battalion Chief Tasha filled the Medical Unit Leader position in the IC Team.
- Summer time staffing grant has been completed. The funds came from Oregon State Fire Marshalls Office.
- Continue to have many night time transfers from local hospitals to Springfield, Portland, Salem, Corvallis, & Medford. Beginning November 4th we put on a temporary night shift working 8PM to 8AM 15 nights per month. Many times over last few months we have had 3 ambs staffed and running calls.
- Met with architect last month. Planning on going for Seismic Grant again and possibly going out for fire station remodel. We are DESPERATE for bedrooms at MPFD. Occasionally have 4 staff sleeping there with no bedrooms.