

**City of Paisley**  
**Regular Council Meeting**  
**Minutes of March 4, 2024**

1. **Call to Order** The Regular Council Meeting of the City of Paisley was held on March 4, 2024, at Paisley City Hall. Mayor Keith Harra called the meeting to order at 6:30 pm. Council members in attendance were Toni Bailie, Travis Garner, and Wes Houston. Others in attendance were Rick Wann, Jeri Wann, Eugene Beachler, and Melissa Walton, recording minutes.
2. **Consent Calendar** **Keith Harra moved, Toni Bailie 2<sup>nd</sup>, to approve the February 5, 2024, Regular Meeting Minutes, MCU. Keith Harra moved, Toni Bailie 2<sup>nd</sup>, to approve the February Invoices, MCU.**
3. **Business**
  - 3.1 **Letter from Paige Sully** No letter has been received from Paige Sully nor has there been any response to emails. Keith recommends waiting till the next council meeting to address the issue. In the meantime, he will redraft the letter he originally wrote and will present it to Council at the April meeting to get it mailed out.
  - 3.2 **Government Ethics** Melissa reminded Council to file their SEI reports between March 15 and April 15. A flyer was included in the packet that discussed the requirement. There is a computer available in the office if someone needs to utilize it for their filing.
  - 3.3 **Len & Gloria Babb, Land Partition** **Keith Harra moved, Wes Houston 2<sup>nd</sup>, to approve the land partition for the Babb's as presented at the last meeting, MCU.**
  - 3.4 **Craig DeLarm, Food Truck & Kitchen** Craig DeLarm is in the process of buying a food truck to use as a hot dog cart. He plans to use it during events in Paisley but will otherwise be mainly out of town with it. Craig has asked to use the kitchen at the community center as a commissary for the supplies for the food truck. He has been working with Lance Lindow, the Klamath County health inspector, to learn the rules and regulations. Per Mr. Lindow, to meet code, the kitchen will need to have the hand washing sink installed, a proper refrigerator/freezer, proper prep area, and an oven with ventilation. The kitchen will not meet code without the ventilation unit, but Mr. Lindow has told Craig that as long as he was not cooking in the community center kitchen, he could store food and prep food once the sink was installed. Craig is willing to rent the space. After discussion **Keith Harra moved to allow Craig DeLarm to use the community center as a commissary, dependent on rental price and helping with installation of the sink, Toni Bailie 2<sup>nd</sup>, MCU.**
4. **Public Appearances** None
5. **Reports**

**5.1 Public Work** Eugene gave an update on the water system project. The EPA is in the process of completing the NEPA study required to drill a new well. The Murphy Ranch has given permission for the City to use a portion of their land just north of the Upper Forest Service Compound. Uncertain if there is a water right transfer that will need to happen. If they can find water with little to no arsenic the water will still need to be treated prior to distribution; this needs discussed with Anderson. Eugene doesn't feel the City will be able to use just one pump during the summer time. He's still working with Anderson on getting the valves replaced at the storage tank.

**5.2 Mayor** None

**5.3 Recorder** Jessica Henshaw brought an application into the office for backup for cleaning the community center. Edna DeLarm has been cleaning the center but was injured and had to take some time off. **Toni Bailie moved to hire Jessica Henshaw as a backup cleaner, Keith Harra 2nds. MC with Travis Garner abstaining.**

**5.4 Committees/Boards** Keith asked if the festival was going forward. Melissa reported the Mosquito Festival Planning meeting had been held February 26<sup>th</sup> with 8 people present, 2 online, and a couple more people that had committed to helping. She said there is interest in another festival being held. There is a second planning meeting scheduled for March 18, 2024, at 4:30 pm. Minutes from the committee meeting were included in the Council packet.

**6. Executive Session** As per ORS 192.660(2)(i) (To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.), Keith closed the regular session and opened executive session at 7:03 pm. Regular session resumed at 7:31 pm.

**7. Adjournment** Meeting adjourned at 7:31 p.m.

**Next Meeting:** Next Regular Council Meeting to be held April 1, 2024 @ 6:30 pm at Paisley City Hall.

Mosquito Festival Planning Meeting to be held March 18, 2024 @ 4:30 pm.

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Melissa Walton, Recorder

Date

Approved,

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Keith Harra, Mayor

Date