

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM FEBRUARY 8, 2016**

NOTE: Where stated "Motion Carried" is considered unanimous, unless otherwise stated.

ATTENDEES:

**Mayor, Skip Matthews
Corey Sweeney
Teresa Bedortha
Joann Burleson
Kim Cutsforth
Chad Doherty
Rusty Estes
Bill Kuhn, City Attorney**

Absent: Adam Doherty, John Bowles, Dale Bates

Members of the Public: Jay Keithley, Deanna Koerner, April Herzog and Dave Sykes.

1. GENERAL BUSINESS.

- A. Call to Order. The February 8, 2016 meeting of the City of Heppner City Council was called to order by Mayor Skip Matthews at 7:00 PM.
- B. Pledge of Allegiance. Mayor Skip Matthews led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements –None
- D. Correspondence-None
- E. Requests – None
- F. Presentations – April Herzog, County Animal Rescue Project.

April Herzog has been trying to get some help with creating some sort of animal rescue in the area. She said that she knew that the City has no money to fund anything, but would like to spread the word and see if she can get ideas. She sent out flyers and put an ad in the newspaper and only had one response. She is trying to see if people in the area would donate a building, a property, or at least foster rescued animals. She is looking for someone to help that has computer knowledge who can help her obtain a 501(c)(3) and can do grant proposals. This is a huge problem in the community and she is looking for volunteers to help make something happen. She has been trying to get something going for quite a while and would really like to get some help with this.

2. COMMUNICATIONS FROM THE PUBLIC - None

3. CONSENT AGENDA.

- A. January 11, 2016, City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

Action: Motion to approve the consent agenda by: Joann Burleson. Seconded by: Teresa Bedortha. Motion carried.

4. REPORTS.

- A. Fire Chief Report – Rusty Estes read the Fire Chief Report.

There were only 5 page outs for the month of January.

- 1 Motor vehicle accident
- 1 smoke smell at PMH
- 3 vehicle fires

- B. Morrow County Sheriff's Department – Skip Matthews read the deputy hours report. He asked if there were any questions, there were none.
- C. Public Works. Chad Doherty read the Public Works report.

Water Dept. – Replaced a 1 ½ inch water meter at All Saints Episcopal Church. Fixed a water leak at the Public Works office.

Sewer Dept. – Cleaned the contact basins once. Painted the sewer plant office. Did 9 septic dumps. Chad finished the DEQ Supplemental Environment Project proposal. If approved this will help subsidize some of the violation fines and also benefit our community. Chad completed the Recycled Water Report and sent it to DEQ.

Streets Dept. – Most of the street lights at Frank Gilliam Drive were repaired. Took down the Christmas lights, wreaths and banners. Had one snow/ice event. Swept the streets once. Replaced a stop sign on Chase Street. Installed a poly blade on the snow plow.

Parks Dept. – Rehabbed 3 picnic tables from Hager Park, and 3 from the City Park. Burned the ditch and cleaned out a storm drain at the City Park play area. Replaced the flags at Memorial Park.

Caleb attended a flagging class in Boardman. Bought a power inverter and installed it on the utility truck. Installed some new fire extinguishers in the trucks and shop. Changed the oil in two vehicles in-house.

D. City Manager. Kim Cutsforth read the City Managers report:

1. Kim has been selected to represent Morrow Cities for the LPSCC Committee. They meet quarterly and this gives her an opportunity to keep up with public safety issues in our community and to liaise with local law enforcement agencies.
2. Kim met with Morrow County to revise our intergovernmental agreement for our urban growth area. We are very close to completion with the exception of coming to an agreement on the approach to nuisance abatement inside the urban growth area. We will be focusing on this in the next few weeks.
3. A planning packet was prepared for a conditional use permit and a boundary adjustment for Community Counseling Solutions for a project on Morgan/Sperry streets. The applications were withdrawn. The flood plain requirements were too restrictive for their project. They will be looking for another location.
4. Kim attended a League of Oregon Small City meeting in Athena. The topic was infrastructure funding for rural communities.
5. Kim and Tom Wolff signed the Bond fund documents and the Fire Hall Construction Fund bank accounts and have received the monies.
6. Kim and Tom Wolff also have signed the Intergovernmental Agreement for the Rural and City Fire Hall.
7. The Council met to set goals for the New Year. Kim has prepared the new list of goals for review.
8. Rusty and the Fire Crew supplied golden shovels and the City and many other members of the community that have had an impact on this project, helped the Port of Morrow break ground for the new Fire Hall on Monday February 1, 2016.
9. Kim is continuing work on nuisance abatement issues.

5. PUBLIC HEARINGS - None

6. OLD BUSINESS

A. Adopt 2016 City Council Goals

Discussion: The Council had a goal setting meeting on January 25, 2016 to set goals for the New Year. A motion is needed to adopt these goals.

Action: Motion to adopt the 2016 City Council Goals by: Joann Burleson. Seconded by Teresa Bedortha. Motion Carried

7. NEW BUSINESS

A. Resolution 888-16, A Resolution Adopting an Identity Theft Protection Policy.

Discussion: This is an insurance requirement for CIS. This is just to show in writing that a policy to protect the information of the customers and City employees has been adopted.

Action: Motion to approve Resolution 888-16, A Resolution Adopting an Identity Theft Protection Policy by: Corey Sweeney. Seconded by Joann Burleson. Motion Carried.

B. Council approval for Kim to serve as a member of the Oregon Community Foundation Board.

Discussion: Kim is asking for council approval to serve on the Oregon Community Foundation Board. This board is a fund that manages 18 billion dollars. They have board members from every county, and they meet twice a year. Kim was nominated to represent Morrow County. They give money away and this is a good opportunity to know more about what is available to the community.

Action: Motion for Council approval for Kim to serve as a member of the Oregon Community Foundation Board by: Corey Sweeney. Seconded by: Teresa Bedortha. Motion Carried.

8. MINUTES OF COMMISSION MEETINGS. For information only

9. REPORT FROM CITY ATTORNEY. – Bill Kuhn has been working modifying the County utility easement that runs through the Fire Hall property. In November 2014 the County agreed to modify the easement to allow for construction of the Fire Hall. Kim will attend County Court on Wednesday February 10, to get this easement signed. Bill has also drafted the easements for access from Devin Oil and Morrow Soil and Water Conservation District.

10. REPORT FROM MAYOR, CITY COUNCILORS. – None

11. ADJOURNMENT. Meeting adjourned at 7:32 PM.