

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM June 13, 2016**

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

**ATTENDEES:**

**Joann Burleson  
Corey Sweeney  
Teresa Bedortha  
Adam Doherty  
Dale Bates  
Kim Cutsforth  
Chad Doherty  
Rusty Estes  
Bill Kuhn, City Attorney**

**Absent: John Bowles, Skip Matthews**

**Members of the Public: Jay Keithley, Judy Healy, Sheryll Bates, Josh Coiner, Andrew Johnson and Dave Sykes.**

**1. GENERAL BUSINESS.**

- A. Call to Order. The June 13, 2016 meeting of the City of Heppner City Council was called to order by Corey Sweeney at 7:00 PM.
- B. Pledge of Allegiance. Corey Sweeney led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements – None
- D. Correspondence - None
- E. Requests
  - 1. Columbia Basin – Electric Car Charging Stations

Discussion: Josh Coiner representing Columbia Basin is requesting permission to install an electric car charging station located on City property in front of the Library/Museum building on Main Street. CBEC is also requesting in-kind labor

assistance from Public Works, with the installation of the stations. Installing the stations will allow electric car owners to travel in our area. Josh said that they are asking the City to help with removing and then re-pouring some concrete, and some trenching work for the power lines. With the approval of the City, they can talk to the electrician to schedule a date for the work to be done. Chad has discussed this with CBEC and has agreed to have Public Works do the work requested.

Motion to approve the installation of electric car charging stations by Adam Doherty. Seconded by Jo Ann Burleson. Motion Carried.

## 2. Tracy Solomon – Animal Permit

Discussion: Tracy Solomon is requesting an animal permit to keep five chickens at 395 N Gale Street.

Motion to approve an animal permit for Tracy Solomon to keep five chickens (no roosters) by Dale Bates. Seconded by Teresa Bedortha. Motion Carried.

## 3. Sheena Shank – Animal Permit

Discussion: Sheena Shank is requesting an animal permit to keep six chickens (no roosters) at 235 N Court Street.

Motion to approve and animal permit for Sheena Shank to keep six chickens at 235 N Court Street by Dale Bates. Seconded by Adam Doherty. Motion Carried.

F. Presentations – None

## **2. COMMUNICATIONS FROM THE PUBLIC - None**

## **3. CONSENT AGENDA.**

- A. May 9, 2016 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

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

#### 4. REPORTS.

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

The Burn Ban goes into effect on June 15<sup>th</sup>.

- 1 Wildland Fire in city limits
- 1 Rural Wildland Fire
- 1 Motorcycle crash
- 1 Motor vehicle accident
- 4 Ambulance lift assists
- 1 Mutual aid to Lexington
- 6 Secure landing zone

##### B. Morrow County Sheriff's Department – Corey Sweeney read the hours report, the police calls report was not available.

Kim said that there has been a lot of turnover with the deputies that are assigned to work in Heppner. They have been shorthanded at the Sheriff's office. Due to this some of the issues have been put on hold.

##### C. Public Works. Chad Doherty read the Public Works report.

Water Dept. – Installed a water meter and backflow device for the new fire station. Chad worked on the water operation and maintenance manual. Installed ten radio reads on water meters.

Sewer Dept. – Cleaned the contact basins twice. Unplugged the sewer main line on East Aiken alley. Did 12 septic dumps.

Streets Dept. – Used some cold mix on Riverside Avenue. Fixed a pothole on Morgan Street. Finished the retaining wall on Gilmore Street. Got the Main street drip system ready for the hanging flower baskets. Put the Hanging flower baskets up on Main Street. Installed a new basket drip system near the Willow Creek Diner.

Parks Dept. – Prepared the kids soccer field for sod. Installed 32 pallets of sod at the soccer field with a huge amount of help from Mustang Mop-Up. Fertilized Memorial Park. Put in some extra sprinklers at the soccer field. Put in spring toys at the Main City park play area. Installed a teeter totter in Hager Park.

Other - Burned the debris pile at the sewer plant.

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

1. Kim completed the Transportation and Growth Management grant application. This is a grant to amend our transportation system plan. This update and amendment will allow us to hire an engineer to assist us with cost estimates for transportation (street) projects and to help the city prioritize these projects.
2. The City was approved for a grant to assist with the cost of the flowering baskets on Main Street. We were awarded about half the cost of the baskets.
3. Kim applied to WCVEDG for a grant to offset the cost of community clean-up efforts. The city received enough money to offset the cost of 3 dumpsters.
4. Kim attended a League of Oregon Cities meeting in Hermiston at the new Eastern Oregon Trade Center. The League sponsored meeting included a legislative update. Specific to items affecting cities.
5. Representative Greg Smith was the speaker at a meeting that Kim attended. He addressed his many roles in the state legislature, upcoming items that may impact Eastern Oregon communities and what he is doing to offset these impacts and to help our towns.
6. An application was submitted to CIS and money received to improve the restrooms at City Hall. This change will make them more handicap friendly. This safety grant also completed the repairs to the coal door in the sidewalk at the Senior Center.
7. Kim has been working with Community Counseling Services to address boundary and flood plain issues. We have also been addressing parking and landscaping requirements for this project.
8. Kim negotiated an intergovernmental agreement with the City of Heppner, Heppner Little League and Morrow County School District for maintenance and watering of the softball field. This agreement will assist the little league in meeting their original agreement for water use at the ball fields.
9. As usual, nuisance abatement work continues.

Dale Bates asked how the FEMA flood plain mapping was going. Kim said that she has not heard from them since we sent them all of the information they requested. They were supposedly going to let the City change one map panel, based on the information that was sent to them. This should make a difference in the flood insurance for certain properties in town. Kim said this has been a difficult process as each time she contacts them regarding this, they have her speaking to a different person and she has to basically start over.

## 5. PUBLIC HEARINGS

### A. Chase Street Project

Public Hearing opened at 7:30

Discussion: Jay Keithley asked why Morrow County was asked for an estimate for Chase Street. Kim said that the County can take paving jobs if the work crews are available. ODOT also does this. Kim said that she asked the County to get an idea as to how much the project will cost. The estimate came in at much higher than the City was able to pay. Kim then contacted Granite paving, who is paving the new Fire Hall. Their estimate came in at a price the City could afford, along with the help of the Cemetery District and the County. As they would already be in town working, this saves on the cost for mobilization. Also Granite does very high quality work. The public hearing is necessary as the City is not going through a bid process to hire for this project.

Close Public Hearing at 7:36

Council Discussion and comments: Corey Sweeney said that he is very excited to get this project done. Adam Doherty asked if the City will be contacting the homeowners. Kim said that she will be contacting them if Granite is approved to do the job. The job would take one day and the whole street will be closed during the work.

Motion to approve Granite paving as the contractor for the Chase Street Project by Adam Doherty. Seconded by Jo Ann Burleson. Motion Carried.

## **6. OLD BUSINESS - None**

## **7. NEW BUSINESS**

A. Schedule a public hearing for the approval of the 2016-2017 Budget.

Discussion: There was a change in the Budget as the Bond for the Fire Hall Project was not included. Due to the changes there has to be a Public Notice published prior to the Public Hearing to approve the proposed Budget. The Public Notice will be in this week's paper, a meeting can be scheduled for any time on or after June 20<sup>th</sup>. The Council decided on June 20<sup>th</sup> at 5:30 PM.

B. Resolution 897-16, A Resolution declaring the City's election to receive State Revenues during fiscal year 2016-2017.

Discussion: This is a yearly Resolution to receive funding from the State of Oregon.

Motion to approve Resolution 897-16, A Resolution declaring the City's election to receive State Revenues during fiscal year 2016-2017 by Adam Doherty. Seconded by Teresa Bedortha. Motion Carried.

- C. Resolution 898-16, A Resolution authorizing the Morrow County Treasurer to invest the City of Heppner's funds pursuant to ORS 294.035, 294.125, and other general authorizations.

Discussion: This is a yearly Resolution to allow Morrow County to collect, invest and disperse tax dollars to the City.

Motion to approve Resolution 898-16, A Resolution authorizing the Morrow County Treasurer to invest the City of Heppner's funds pursuant to ORS 294.035, 294.125, and other general authorizations by Joann Burleson. Seconded by Dale Bates. Motion Carried.

- D. Council approval to surplus a Fire Vehicle, a 2004 Chevrolet Van.

Discussion: Council approval is needed to allow the surplus sale of City property.

Motion to approve the surplus of a Fire Vehicle, a 2004 Chevrolet Van by Teresa Bedortha. Seconded by Adam Doherty.

- E. Barnett and Moro engagement letter and audit contract.

Discussion: The City has received a three year contract with Barnett & Moro, the letter needs to be approved by the Council and signed to enable them to do the audit for The City. Dale Bates asked if the cost of \$10,600.00 is reasonable. Kim said that they do a lot of work, they come for several days when they are working on the audit. Judy added that this is not just a once a year thing, the audit takes them several months to complete. They offer support throughout the year, they help with many things and are always available to answer any questions that the City has. Kim said that they were very helpful with the Fire Hall Bond.

Motion to accept the engagement letter and audit contract by Dale Bates. Seconded by Adam Doherty. Motion Carried.

- F. Intergovernmental Agreement for a City/County cooperative noxious weed policy.

Discussion: Morrow County has offered to enter into a cooperative noxious weed policy. Currently the County has the ability to enforce the abatement of noxious weeds in the County only. If the City enters into an agreement with them, it will allow them to help the City with any noxious weed problems within the City limits on an available basis.

Motion to approve an Intergovernmental Agreement for a City/County cooperative noxious weed policy by Adam Doherty. Seconded by Teresa Bedortha. Motion Carried.

**8. MINUTES OF COMMISSION MEETINGS.** For information only

**9. REPORT FROM CITY ATTORNEY.** – Bill Kuhn said that he wanted to comment on how successfully the City has worked with Community Counseling with their office building project. He said that they are currently preparing to buy the property on Sperry Street. Community Counseling had also been looking at properties outside of city limits and due to the work of the City administration, the new building will be located in town. He said that for the City to get the new County Building, Fire Hall and an office building in such a short time is a really big deal for the community.

**10. REPORT FROM MAYOR, CITY COUNCILORS.** – None

**11. ADJOURNMENT.** Meeting adjourned at 7:56 PM.