

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM January 13, 2014**

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

ATTENDEES:

**Mayor, Joe Perry
City Manager, Kim Cutsforth
Corey Sweeney
Dale Bates
Judy Buschke
Joann Burleson
Rusty Estes
John Bowles
Chad Doherty
Skip Matthews
Phillip Spicer Kuhn, City Attorney**

Absent: None

Members of the Public: Dave Sykes, Joe Miller, Deanna Koerner, Jay Keithley

1. GENERAL BUSINESS.

A. Call to Order. The January 13, 2014 meeting of the City of Heppner City Council was called to order by Mayor Joe Perry at 7:00 PM.

B. Pledge of Allegiance. Mayor Joe Perry led attendees in the Pledge of Allegiance to the Flag.

C. Announcements - None

D. Correspondence – None

E. Public Comment – Joe Miller stated that he was in favor of the Lien for unpaid Water and Sewer bills, but was concerned about the rest of the information about the lien that was printed in the newspaper. Kim Cutsforth replied that the information was only a rough draft example from another city. The City of Heppner never intended to create an Enterprise Zone. The only thing that the City is trying to do is collect on delinquent Water/Sewer bills and for Nuisance Abatement. She also added that the City will never foreclose on a

property for unpaid bills. When the Council approves the Final Draft of the Ordinance, it will be published and can be discussed with the public at the February Council meeting.

F. Requests - None

G. Presentations - None

2. COMMUNICATIONS FROM THE PUBLIC. None

3. CONSENT AGENDA.

A. December 9, 2013 City Council meeting minutes.

B. Monthly Financial Statement

Action: Motion by Joann Burleson to accept the consent agenda. Seconded by Judy Buschke. Motion Carried.

4. REPORTS.

A. Fire Chief Rusty Estes reported the following for December 2013:

- 2 Vehicle accidents
- 2 Ambulance lift assists
- 1 Secure landing zone
- 1 wild land fire in the City limits
- 25 Chief calls

He also had a total report for 2013:

- 25 Multiple Vehicle Accidents
- 25 Secure landing zone
- 11 Wild land fires out of City limits
- 3 Wild land fires in City limits
- 1 Flue Fire
- 11 Structure fires in City limits
- 5 Structure fires out of City limits
- 14 Ambulance assists
- 2 Community Service
- 4 false alarms
- 14 power pole fire
- 2 Haystack fires
- 1 Elevator call
- 1 Explosion call

10 Mutual aid calls

There were a total of 358 Chief calls for the year and 116 page outs.

B. Morrow County Sheriff's Department – John Bowles reported 372.25 Deputy Hours for the month of December 2013 and reviewed the incident report.

C. Housing Authority. Judy Buschke reported the following: They have a new tenant moving in this month. In February they have one resident moving out and one moving in. They are meeting with the property management company to try and raise the income limits in order to allow some of the vacancies to be filled. All of the units, except for one will have the toilets replaced.

D. Public Works. Chad Doherty reported the following:

Water Dept. – Public Works Department were called out to fix four frozen water meters. The booster pumps at reservoir 2 froze. This resulted in having to get the pumps rebuilt. Steps have been taken to make sure this doesn't happen again.

Sewer Dept. – Public works replaced the old septic receiving station and built a new stand to help it flow out evenly at the sewer plant. Cleaned and inspected a section of sewer main on Cannon St. Cleaned trouble spots on Shobe and Union St.

Street Dept. – There was one snow event that took up several days of sanding, de-icing and clearing sidewalks. The winter banners and wreaths were hung. New stop signs were installed at Quaid, Main, Center, and Gale St. The street sweeper was used twice in December. Broken lights on the snow plow were replaced.

Parks Dept. – The floor heat in the City park restroom went out and caused a pipe to freeze and break. Replacement heating has been ordered and will be installed as soon as it arrives. The crew worked on a hand rail for a section of sidewalk at Hager Park. With the crew being able to do this in house it saved the City quite a bit of money. It is almost finished.

The City has purchased a 2005 F-350 for its fleet. Eventually it will replace the 1994 F-250 used for sanding and plowing.

E. City Manager. Kim Cutsforth reported the following:

- 1) Kim has been working with the Beautification Committee on the Talking Rock project with mapping and selection. They are hoping to have a finalized project to take to the public for fund raising in early spring.
- 2) The water service portion of the Sperry street bridge project was completed. The change orders were approved by ODOT, this was a substantial savings to the City.
- 3) The permanent easement for the Riverside walkway through MCGG property was recorded.
- 4) The City Planning Commission had a meeting for the Morrow County Project at the Courthouse which required a substantial amount of preparation. The project was approved by the Planning Commission with the conditions in the staff report.
- 5) The City Attorney reviewed the ordinance document that would allow the City to lien properties for nonpayment of utilities and other issues. It is included in the packet for approval prior to publication.
- 6) Michael Angell has submitted his resignation to The City. He will be pursuing other opportunities. His last day is January 31. The City hates to see him go. We have hired Charles Ferguson to replace him. He already has a CDL and will be a great addition to the Public Works Staff. Chad Doherty will be busy with training, but the two new staff members are very capable.

F. Planning Commission Report. Kim Cutsforth informed the Council about the Planning Commission meeting that was held on January 6th. The City Planning granted a Conditional Use Permit to Morrow County to construct a public use building on tax lots #100, 101, 102, and 200, Map 2S 26 35 BB, 110, 120, 140 n Court Street, Heppner, OR. The request was approved on the conditions that were stated in the staff study.

5. PUBLIC HEARINGS. None

6. COUNCIL ACTION.

A. OLD BUSINESS.

- 1) Lien Ordinance final draft approval before publication.

Discussion: The final draft from the City Attorney needs to be approved by the Council in order to be published.

Action: Motion to approve the Lien Ordinance final draft for publication by Judy Buschke. Seconded by Joann Burleson. Motion Carried.

- 2) The meeting for the Pre Disaster Mitigation plan and Goal setting will be on January 24th at 11:00 am at City Hall.

Discussion: Carla McLane will be here to discuss the Pre Disaster Mitigation plan with the Council. The Goal setting meeting will follow immediately after.

B. NEW BUSINESS.

- 1) Resolution 841-14 A Resolution ratifying appointments to City Committees, Boards, Commissions, and Positions.

Discussion: This is a yearly Resolution for the appointment of members to the City Committees.

Action: Motion to approve Resolution 841-14 ratifying appointment to City Committees, Boards, Commissions and Positions by Dale Bates. Seconded by Corey Sweeney. Motion carried

- 2) Resolution 842-14 A Resolution to allow the City of Heppner to enforce laws against foreclosed properties in the nature of nuisance prevention.

Discussion: The Oregon legislature has adopted House Bill 2662 that empowers local government to enforce certain laws against foreclosed properties in the nature of nuisance prevention. This requires the owners of foreclosed properties (usually financial institutions) to notify local government that they are responsible for the property. There are a few homes in Heppner that have been foreclosed; one of them has needed to have a property cleanup. This will help the City of Heppner to enforce that the properties do not fall into disrepair.

Action: Motion to approve Resolution 842-14 to allow the City of Heppner to enforce laws against foreclosed properties by Skip Matthews. Seconded by John Bowles. Motion Carried.

- 3) Council approval to surplus a canopy for Public Works

Discussion: The F-350 that was purchased for Public Works came with a canopy. This will not be used and should be taken to the state surplus. There is also a reader board that will not be used that should also be sold.

Action: Motion to take the canopy and the reader board to surplus by Corey Sweeney. Seconded by Skip Matthews. Motion carried.

- 4) Change Planning Commission fees from \$120.00 to \$200.00 to help cover the City's processing costs.

Discussion: The cost of postage, newspaper ads and time spent on Planning Commission meeting preparation is more than the current charge of \$120.00. The City does not need to make money on the Planning Meetings but needs to charge enough to cover the costs.

Action: Motion to change Planning Commission fees from \$120.00 to \$200.00 to help cover the City's processing costs by Joann Burleson. Seconded by Dale Bates. Motion carried.

- 5) Lease renewal for Dickenson Chiropractic.

Discussion: This is a yearly lease renewal.

Action: Motion to renew the lease for Dickenson Chiropractic by Judy Buschke. Seconded by Joann Burleson. Motion Carried.

- 6) Discuss the time that the City Council meetings are held.

Discussion: The City is allowed to change the time of the meetings in order to make it easier for members to attend. The Councilors were asked if it would be more convenient for them to change the time of the Council meetings to 6:00. The Councilors all agreed that it was easier for them to attend a 7:00 meeting.

7. MINUTES OF COMMISSION MEETINGS. For information only

8. REPORT FROM CITY ATTORNEY.

The City Attorney reported the following: They worked on the Lien Ordinance and answered some questions for the City Manager. They also attended the Planning meeting on January 6th as requested.

9. REPORT FROM MAYOR, CITY COUNCILORS. None

10. ADJOURNMENT. Meeting adjourned at 8:00 PM.

