

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM August 14, 2017**

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

ATTENDEES:

**Cody High
Edie Ball
Teresa Hughes
Corey Sweeney
Teresa Hughes
Dale Bates
Adam Doherty
John Bowles
Chad Doherty
Rusty Estes
Bill Kuhn, City Attorney**

Absent: Joann Burleson

Members of the Public: Sheryll Bates, Sharon Inskeep, Jay Keithley, Deanna Koerner, Clint Carlson, Mary Corp and Dave Sykes.

1. GENERAL BUSINESS

- A. Call to Order. The August 14, 2017 meeting of the City of Heppner City Council was called to order by Cody High at 7:00 PM.
- B. Pledge of Allegiance. Cody High led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements – None
- D. Correspondence
 - 1. Cody received a letter from the Oregon Mayors Association
- E. Requests - None
- F. Presentations – Mary Corp and Clint Carlson gave a presentation to promote creating a service district for the Extension Office. They talked about all of the things that the

Extension Office does. They are requesting Council to pass a Resolution that allows Heppner to be included within the boundaries of the Extension Service District, and allow the citizens to vote on whether they want to be included. This would go to vote in May 2018. This district runs under the County Commissioners. The model that is currently in place is that State and Federal dollars pay for the extension faculty salaries. The county pays for support staff, travel, program costs and supplies. If this were passed the state would still pay for the faculty salaries. The remainder of the costs would be paid for by the district. If the district passes the county could still contribute to the extension office. The additional funding would help pay for research. In 2008 the research stations budget were cut by 25%. The offices were asked to go to local sources for funding. If the District were to pass in Morrow County and not in Umatilla County, those funds would stay in Morrow County. A request to the Commissioners to help fund some of the things in Umatilla County could be submitted to support the overall program. Morrow County currently funds about \$170,000.00, part of that does go to Umatilla County. If the district were to pass, it would be .33 cents per thousand on property taxes. Heppner is already capped for the amount of tax in the City. The City could lose approximately \$15,000.00 per year in tax income. If Heppner does not pass the district, City residents would have to pay to participate. The Resolution will be presented to the Council at the September 11 meeting.

2. COMMUNICATIONS FROM THE PUBLIC

A. Sharon Inskeep asked about the three million dollars that the City is receiving from the state for street improvements. She wanted to know what the parameters were for spending the money. There will be some type of agreement in January and we will have more information at that time.

3. CONSENT AGENDA

- A. July 10, 2017 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

Motion to approve the consent agenda by: John Bowles. Seconded by: Adam Doherty. Motion carried.

4. REPORTS

A. Fire Chief Report – Rusty read the Fire Chief report.

- 1 Lift Assist
- 1 Structure Fire Call
- 2 Wildland Fires
- 1 False Alarm
- 1 Motorcycle crash

2 Mutual Aid, 1 to lone, 1 to Arlington
2 Smoke page outs
1 Car fire
1 Motor Vehicle Accident
9 Secure Landing Zone
34 Chief Calls

B. Morrow County Sheriff's Department – John Bowles read the hours report.

John Bowles read the hours report. They are getting ready for the Fair/Rodeo, Parade and the eclipse.

At the Police Commission meeting they discussed getting an officer to attend the meetings. They would also like to see a breakdown of hours ex: Patrol/paperwork/court. John will check and see if this will be possible.

He is encouraging people to call and report suspicious activity. The City parks are closed from 9 PM to 6 AM.

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

Water Dept. – Installed a 2' valve for the fire line at Mt. Glen Apartments. Replaced the motor for well 5. The well is back in service.

Sewer Dept. – Did 13 septic dumps. Cleaned the contact basins twice. Fixed the sludge pump at the sewer plant. Tapped the sewer main line for RV stations at Morrow County Fairgrounds. Unplugged the sewer on Aiken St. Pulled trickling filter pump #1 and replaced . Sent the pump in to be fixed. Cleaned the Sewer lines on Morgan and South Court street.

Streets Dept. – Picked up three dead deer. Built an equipment shed for the sander and plow. Replaced the stop sign at Church and Gale. Painted the Shamrock.

Parks Dept. – Fertilized the hanging baskets three times. Fertilized the soccer field and the Sewer Plant. Fixed a 2' water line at the Kids Park. Put down new bark at the Kids Park.

Other – Hauled off metal to be recycled to Hermiston.

D. City Manager Report

Attended three Solar Eclipse meetings to prepare for the August 21st Eclipse.

Had further discussions with Rick Stoddard from Barnett and Moro regarding the payroll audit and the scope of work.

HECO Engineering staff from Payette, ID stopped in to introduce themselves. They focus on working with small cities. They have done projects with Nyssa, Ontario, Vale, Burns, La Grande and John Day.

Completed the ODOT Special Allotment Grant Application for FY2018 for SE Court Street between May and Cannon St. The maximum funding we can receive is \$50,000.00.

Attended a Beautification Meeting. Discussed the Mini-Park, Shobe Corral irrigation, cameras at Hager Park, Museum and the future fitness park.

Attended the Oregon Water and Wastewater Infrastructure Finance Workshop by RCAC (Rural Community Assistance Corporation). Representatives from Lone and Lexington were in attendance. Representatives from Business Oregon, DEQ, USDA, Oregon Association of Water Utilities were there. Emphasis was on project development and finance, sustainable utility management, rates, etc.

Had a meeting with Joanne, Chad, and Dave Fowler the Heppner High School shop teacher to discuss a building a gazebo at the Mini Park. Dave will get back to us after school starts with some plans. They will try to incorporate the gazebo to reflect the era of the surrounding buildings.

Met with Gary Neal the Port of Morrow Manager. Learned about the mill site.

Attended the Oregon Government Finance Officers Association Regional Training meeting with Judy. Met other city staff and discussed audits, budget development and municipal software.

Attended the WCVEDG meeting.

Attended the South County Wastewater Solutions meeting. Each City will be asking their councils if they are interested in a feasibility study on a shared lagoon system.

Attended the Morrow County Economic Development Task Force meeting. Discussed new Marijuana laws and renewal to opt out; tourism opportunities; OSU Extension special district that would go before the voters for tax monies. In Heppner's case we would see tax revenue reduced due to compression since we are at the maximum amount of tax that we can collect.

Participated in the Corps of Engineers inspection of the City lease on corps property at Willow Creek Dam and will be receiving a report sometime next month.

Attended the Local Government Personnel Institute Annual Conference. Provided employment law updates, Employment Relations Board provided updates on new

employment laws, reviewed significant cases; CIS provided tips on handling allegations on employee dishonesty; and a legislative update.

E. Heppner Housing Authority

Teresa Hughes gave the Heppner Housing Authority Report: They have been working with the Howard & Beth Bryant Foundation on getting a new roof. They have been meeting with Cascade Management as they are concerned about some unpaid bills. There are two vacancies.

5. BUSINESS

A. New Business

1. Shared Heppner/Lexington/lone lagoon system feasibility study

CES was supposed to do more research and report to the City. We have not heard back from them yet. Edie and Cody have been attending meetings about a shared lagoon system. Lexington and lone would have state funds available for feasibility studies. Heppner does not as we have recently used it for the CES feasibility study. Lexington and lone City Councils were going to discuss it and see if they are interested in doing a study for a shared lagoon system. There is another 3 city shared lagoon system in operation in Oregon, this will be discussed at a meeting tomorrow with Carla McLane. DEQ will work with Heppner on the deadline as long as we are still working on a solution. The Council agreed to be involved if Lexington and lone will commit to a feasibility study.

B. Old Business

1. Beautification Commission recommendation for the Mini Park

There is a recommendation from the Beautification Committee to replace the tree in the Mini Park with a Gazebo/Pergola. This could also include a permanent information booth and some storage for tools used to maintain the park. The design would be relevant to the downtown architecture. Council is needed to continue with the project. The Council will need to approve the final design.

Motion to approve the Beautification Commission's recommendations for the Mini Park by: Dale Bates. Seconded by: John Bowles. Motion Carried.

2. Payroll audit estimate \$2,500.00 to \$3,500.00.

Barnett and Moro have submitted an estimate for the payroll audit. It will be between \$2,500.00 and \$3,500.00. In the letter it states that "Because the agreed-upon procedures listed in the attached schedule do not constitute an examination

or review, we will not express an opinion or conclusion on the payroll accruals listed in the second paragraph. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.” They will provide the city with information they asked for but not any conclusions or opinions on the matter.

Motion to approve a payroll audit by Barnett & Moro by: Dale Bates. Seconded by: Corey Sweeney. Motion Carried.

3. Fire Hall paving project City share \$7,000.00.

This has already been included in the budget. This is just for approval to spend the money on the project. The project is being run through the Rural Fire District. The city will receive the bill for its portion shortly.

Motion to approve the \$7,000.00 City share of the Fire Hall paving project by: Teresa Hughes. Seconded by: Corey Sweeney.

6. MINUTES OF COMMISSION MEETINGS - For information only

7. REPORT FROM CITY ATTORNEY –

Bill has been working on the Marijuana Ordinance that phases out the conflict ordinance for Marijuana. Prior to the opt-out option, the City passed an ordinance that allowed Marijuana facilities with restrictions. The city later went with the opt-out option that was allowed when the state allowed communities that voted against recreational marijuana to do so. He has been checking with the League of Oregon cities on this. Two new categories must be added to the new opt-out Ordinance.

Both of Tareena Healy’s properties on Water Street are in bad need of cleaning up. All correspondence sent to her has been returned. At the September meeting it will come before to council to decide whether or not to declare the properties a nuisance and decide how to clean it up.

8. REPORT FROM MAYOR, CITY COUNCILORS – Teresa will be absent for the September meeting.

9. ADJOURNMENT – Meeting adjourned at 8:38 PM