

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM July 10, 2017**

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

**ATTENDEES:**

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

**Absent: None**

**Members of the Public: Sheryll Bates, Joyce Kay Hollomon, Sharon Inskeep, Jay Keithley and Dave Sykes.**

**1. GENERAL BUSINESS**

A. Call to Order. The July 10, 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 – Cody received an invitation to the Watermelon Seed spitting contest in Irrigon on July 29th. He is unable to attend and asked if anyone from the council was interested in going in his place.

D. Correspondence

1. Cody received an anonymous complaint letter about 485 Linden Way. The letter said that the property is a mess
2. Peggy Fishburn has submitted her resignation from the Heppner Housing Authority.

3. Greg Smith sent letters to the council informing them that he was able to get \$3,000,000.00 for Heppner to use for pedestrian safety and road improvements. The guidelines for using this funding will be sent at a later date.

E. Requests - None

F. Presentations - None

## **2. COMMUNICATIONS FROM THE PUBLIC**

- A. Jay Keithley asked how the process for the clean-up letters is going as he sees that there are quite a few issues around town. Edie met with the city attorney about the correct process for clean-up letters. From now on every property that has issues will have an incident report from the Sheriff's office. The letter will be sent and the property owner will have 15 days from the date of the letter to resolve the issue. The property on Linden Way that the complaint letter was about is on the list that Edie is working on.

## **3. CONSENT AGENDA**

- A. June 12, 2017 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

The Fire Department purchased some rescue equipment. Gas monitors and a few other items. The last payment was made on the city lawn mower.

Motion to approve the consent agenda by: Joann Burleson. Seconded by: Corey Sweeney. Motion carried.

## **4. REPORTS**

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

The Rural and City burn bans are on. All of Morrow County is in a burn ban.

3 Secure Landing Zone  
2 Motor Vehicle Accidents  
1 Vehicle Fire  
1 Lift Assist  
1 Lightning Fire  
24 Chief Calls

The damage from the water leak at the Fire Hall has not been completely repaired yet. Rusty has called Apollo to find out when the repairs will be made.

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

Suspicious activity calls are still going down. There have been reports of kids coming into the St Patrick's apartment building and loitering. They ripped the American flag off of the flagpole. The flagpole in front of the Elk's has also been broken. Cody was concerned about a call in the police report regarding a sex offender in the grocery store with a fake police badge. John did not know the details but will look into this. There was a car that was broken into and a broken store front window both happened on Main Street.

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

Water Dept. – Installed a 2" meter on August Alley. Received the new Sensus meter reading handheld. The crew had training on how to use it. Replaced 3 water meters and added 1 new service. Replaced the concreted on May Street and Gale Street from a new water service installation. Moved the meter at 405 S Chase Street closer to the road as the customer had requested.

Sewer Dept. – Did 20 septic dumps. Cleaned the contact basins twice. Hauled a dump truck load of spoils from the plant to Finley Butte. Replaced the de-watering pump in the contact basin.

Sewer/Water Dept. – Met with Anderson & Perry on the prospects of a new GIS system.

Streets Dept. – Cleared over growth trees on Baltimore Street, by the Grade School lower field. Removed two dead bushes in front of Murray's drug and replaced them with new Oregon Grape plants. Planted a tree in front of Peterson's. Swept Main Street in lone for their 4<sup>th</sup> of July celebration. Put up the information booth for the Lions Club fireworks sales.

Parks Dept. – Fertilized the hanging baskets. Fertilized Heritage Plaza Park and planted a tree.

Other – Robert and Caleb attended confined space training. Purchased a desk from Govdeals.com for Edie and went to Canby to pick it up.

D. City Manager Report

Edie attended a Solar Eclipse meeting to prepare for the August 21<sup>st</sup> eclipse.

Spoke to Richard Stoddard from Barnett and Moro Accounting, on the payroll audit and have had further discussion on the scope of work. We should be receiving a letter with the cost soon.

Edie attended the Utilities Commission. Greg Thurman the CES head engineer of the Wastewater Treatment report, also attended. The committee discussed the report and other areas like the mill site and golf course were not included in the study. The issue with the mill site is the flood plain, this could be changed.

Attended two Chamber of Commerce lunch meetings and was appointed to the Chamber Board of Directors.

Contacted Mike Barry on the ODOT Special Allotment Grant Program. Received information and grant instructions. The Grant provides cities with populations under 5000 with \$50,000.00 for repairs to streets that are inadequate for the capacity of traffic they serve or if they have unsafe conditions.

Attended the Staff and Safety meetings which included discussions about the Solar Eclipse.

John Bowles gave a presentation about the upcoming Solar Eclipse to the staff.

Met with Joann to discuss the Beautification meeting agenda.

Met with the City Attorney on the Nuisance Abatement process and wrote a "Courtesy Notice" that will be sent to first time offenders.

Met with John Bowles to discuss having incident reports by the City Code Officer for nuisance abatement issues.

#### E. Heppner Housing Authority

Teresa Hughes gave the Heppner Housing Authority Report: They had a meeting today and they elected a new Chairman and Vice Chairman as the positions are vacant due to several resignations from the board. Kathie McGowan is now the Chairman and Teresa will be Vice Chair. They discussed one of the tenants and whether or not they were eligible to live there. They are working on getting the issues with Cascade making payments on time. They have a new tenant application coming in. Jack Meligan is replacing Peggy Fishburn's position on the board.

## 5. BUSINESS

### A. New Business

#### 1. Fire Hall paving project/City Hall paving project

The paving at the Fire Hall is going to be completed. This is being funded by the Howard Bryant Foundation, the Fire Department and the Rural Fire District. The breakdown is \$7,000.00 from the Fire Department, \$7,000.00 from the Rural Fire

Department and the remainder will be paid by the Bryant Foundation. Since this is city property the funding for this will have to be ran through the city. When the contractor is in town to do the project the Howard Bryant Foundation wants to pay for paving the area in the City Hall parking lot that was dug up to repair the sewer line. The Council gave approval to proceed with the project.

2. Resolution 925-17, Special City Allotment

This is to approve an application for a Special City Allotment that could provide funding for street repairs in Heppner. This application needs to be submitted every year for the city to be eligible for funding.

Motion to approve Resolution 925-17 Special City Allotment by: Joann Burleson. Seconded by: Adam Doherty. Motion Carried

3. Resolution 926-17, A Resolution ratifying appointments to City Committees, Boards, Commissions and Positions.

This was discussed in the Housing Authority report, to approve the new members of the board.

Motion to approve Resolution 926-17, A Resolution ratifying appointments to City Committees, Boards, Commissions and Positions by: John Bowles. Seconded by: Dale Bates. Motion Carried.

4. Approval of Cutsforth Settlement

Bill Kuhn gave the Council a copy of the settlement papers. The council agreed on this during the June executive session. This needs to be approved during an open council session.

Motion to approve the Cutsforth Settlement by: Dale Bates. Seconded by: John Bowles. Motion Carried.

**B. Old Business**

1. Resolution 924-17, A Resolution setting forth the City of Heppner's commitment to put healthy options within reach of all residents.

This was discussed during the June meeting. The Council agreed to present this resolution for the July meeting. This could eventually provide funding for walking trails, playgrounds and other types of healthy activities.

Motion to approve Resolution 924-17, A Resolution setting forth the City of Heppner's commitment to put healthy options within reach of all residents by: Corey Sweeney. Seconded by: John Bowles. Motion Carried.

## **6. PRESENTATIONS**

John Bowles gave a presentation giving information about the upcoming eclipse on August 21<sup>st</sup>, 2017 to the council.

## **7. MINUTES OF COMMISSION MEETINGS - For information only**

**8. REPORT FROM CITY ATTORNEY** – Most of what Bill has been working on has already been covered in this meeting. He has also been working on repealing Ordinance 576-15 that was discussed at the June meeting. Cody received information from Carla Mclane regarding changes to the Marijuana laws in Oregon. These changes will affect this Ordinance.

**9. REPORT FROM MAYOR, CITY COUNCILORS** – Cody is requesting a Personnel Committee meeting to review and discuss the Personnel Policy. In May Cody discussed the issues the City has been having with FEMA with Senator Merkley. He has appointed a representative to assist the city with this process.

**10. ADJOURNMENT** – Meeting adjourned at 8:44 PM