

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM February 12, 2018**

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

**ATTENDEES:**

**Cody High**

**Edie Ball**

**Teresa Hughes**

**Corey Sweeney**

**Joann Burleson**

**Dale Bates**

**Adam Doherty**

**John Bowles**

**Chad Doherty**

**Rusty Estes**

**Absent: Bill Kuhn, City Attorney**

**Members of the Public: Sheryll Bates, Deanna Koerner, Jim Healy and Dave Sykes.**

**1. GENERAL BUSINESS**

A. Call to Order. The February 12, 2018 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

E. Requests

1. Melody Coake, Animal permit for 12 chickens

Melody was approved for an Animal Permit for 2 ducks and 2 chickens in 2015. She no longer has the ducks and he would like to get 10 more baby chicks. If any of the chicks are roosters she will get rid of them. There have been no complaints from any of her neighbors.

Motion to approve an animal permit for Melody Coake for 12 chickens and no roosters by: Teresa Hughes. Seconded by: Dale Bates. Joann Burleson voted opposed. Motion Carried

2. Brad King, Animal Permit for 1 pet pig

Brad King is requesting an Animal Permit for 1 pet pig. There is already one other permitted pet pig in the City.

Motion to approve an animal permit for Brad King for one pet pig by: Adam Doherty. Seconded by: Corey Sweeney. Joann Burleson voted opposed. Motion Carried

F. Presentations – None

**2. COMMUNICATIONS FROM THE PUBLIC – None**

**3. CONSENT AGENDA**

- A. January 8, 2018 City Council meeting minutes.
- B. Approval of Monthly Bills

Motion to approve the minutes and monthly bills by: Joann Burleson. Seconded by: Teresa Hughes. Motion carried.

**4. REPORTS**

A. Fire Chief Report

The new Command Vehicle will be completed as soon as the decals are put on February 21<sup>st</sup>.

- 2 Lift Assists
- 3 Secure Landing Zone
- 1 Motor Vehicle Accident, the Jaws of Life were used
- 1 Illegal burn
- 1 Search and Rescue

17 Chief Calls

- B. Morrow County Sheriff's Department – John Bowles read the hours report. Cody asked if Officer Morris's listed hours were in addition to his school resource officer hours. John said yes. There was discussion about U-Turns and whether they were allowed on city streets. They are not allowed on the Highway (Main Street). There have been quite a few juvenile complaint calls.

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

Water Dept. – Fixed broken water services on the city side on Skyline Drive and South Chase Street. Replaced Broken water meters on May, Chase and Water Streets. These were on our monthly broken water meter list. Fixed the City Hall water meter, it was broken on the back side.

Sewer Dept. – Cleaned the contact basins. Did 10 septic dumps. Justin Reed from ODOT trained the crew on how to use the jet rodder part of the Vactor Truck. Chad turned the Recycled water report in to DEQ. (Effluent used on the Golf Course)

Streets Dept. – Cleaned the storm drains with the Vactor Truck. This took multiple days to complete. Swept the streets for 2 days. Fixed pot holes on Willow Street and Chase Street. Replaced the faded yield sign hear the grade school. Took the Christmas banners and wreaths down. Hauled a deer to the ODOT yard.

Parks Dept. – Took down the Christmas lights in the parks and off of the trees. Started rehabbing the picnic tables from the City Park.

Shop Dept. – Hauled scrap metal multiple days. Hauled off spoils from the yard and grass clippings from the Sewer Plant.

Other – Property Clean Up: The Crew worked a few more days on the cleanup at 475 and 495 Water Street. The project has been completed. The motor home and the car were removed by the property owner.

The Vactor Truck is saving a lot of time. It is being used frequently.

Judie Laughlin is still working on getting the benches painted.

C. City Manager Report

Attended the Annual Heppner Chamber Board meeting.

Met with the City staff in Stanfield to review the municipal accounting software they use called “Aptean.” The software support is in Georgia and support calls may be returned the following day.

Conference call with engineers on the Transportation Systems Plan. The next meeting will be on February 28<sup>th</sup>. The Advisory Council will meet at noon and a Town Hall meeting for the public will be from 4:00 – 6:00 pm. Chad and Edie reviewed the street standards with the engineers as to what we have currently in the City Code and the old TSP plan that do not match.

Personnel Committee meeting: Received 6 applications (one withdrew) and the committee reviewed 5 applicants. The Committee decided to invite all 5 candidates to an interview. Interviews are scheduled for February 15<sup>th</sup>.

Attended the Town and Country Awards.

Met with staff from Community Counseling regarding their program on Supportive Employment.

Met with Tom Gonty and Council Member Corey Sweeney about the City leasing property to him. Tom showed Edie the location of the area he wants to lease which is on the hillside behind his car port.

Attended the Morrow County Citizens Economic Development Task Force – Finalized the Buildable Lands Agreement. The Intergovernmental Agreement has been updated. The County is asking that each community contribute to the cost of doing the study. Page two of the agreement lists the amounts the other cities have agreed to donate.

Melissa Drugge of Business Oregon will be providing an update to share on the South Morrow County Regional Wastewater System.

DEQ is working on the NPDES permit modification request to extend our deadline dates on a new wastewater treatment process.

Received an email from League of Oregon Cities that LGPI is going to be dissolved. We have used LGPI from time to time and also use the annual cost of living information they report for salaries and utility rates.

#### D. Heppner Housing Authority

They have been working on getting Grant assistance to get a new roof. The HVAC system on the third floor is going out. They have some lights that need replaced and they are getting help from Columbia Basin with that. They received a \$20,000.00 grant from Wildhorse. The Bob Kilkenny Foundation donated \$5,000.00. They will also receive the proceeds from the Remembrance Walk on St. Patrick's Day. They are at full occupancy.

## **5. BUSINESS**

### **A. New Business**

1. Joe Perry, Baltimore Apartments late fee

Joe Perry is requesting that a \$5.00 late fee he received in June of 2015 be waived. He was charged the late fee when he deducted the amount that he would be charged for a single unit from his monthly payment as it was vacant for a month. He disputed this with the Utilities Commission later that week and was denied. He has paid the charges but has not paid the late fee, he has paid \$5.00 short every month since. This has not caused additional late fees as the late fee only applies to balances that are \$15.00 and over. He was not present to address the Council, although he requested to be on the agenda.

Motion by Corey Sweeney to waive the \$5.00 late fee on Baltimore Apartments. No one seconded the motion. The Council will take no action as Joe was not present to answer any questions. Joe Perry can address the Council at a later date if he chooses.

2. Resolution 933-18, A Resolution Ratifying Appointments to City Committees, Boards, Commissions and Positions.

This is a Resolution to approve appointing Matt Combe to the Police Commission. All of the positions are filled now.

Motion to approve Resolution 933-18, A Resolution Ratifying Appointments to City Committees, Boards, Commissions and Positions by: Joann Burlison. Seconded by: Teresa Hughes. Motion Carried

3. Intergovernmental Agreement on Buildable Lands Inventory and Housing Analysis.
  - a. Funding Support for Buildable Lands Inventory/Housing Analysis

The objective of the agreement is to identify buildable lands within the boundaries of each Community Partner's jurisdiction and to identify available land for residential, industrial and commercial purposes. Increase the potential buildable lands sites for emerging and expanding residential development, commercial businesses, and industrial growth throughout the county. Identify potential policy improvements to each jurisdictions Comprehensive Plan and create a mechanism to achieve additional improvements to each jurisdictions zoning ordinance or development code. The agreement is with the Cities of Boardman, Heppner, Lone, Irrigon and the Town of Lexington. The City receives a \$1,000.00 grant for planning every year. This could be used for entering in to the agreement.

Motion to donate \$1,000.00 to the Buildable Lands fund by: Dale Bates. Seconded by: John Bowles. Motion Carried.

Motion to sign the Intergovernmental Agreement by: Corey Sweeney. Seconded by: Teresa Hughes. Motion Carried.

4. Tom Gonty, Proposal of leasing City embankment behind 135 N Gale.

Tom is willing to pay \$100.00 a year with quarterly payments of \$25.00. A little more investigation is needed to determine if this area is actually owned by the city.

## **B. Old Business**

1. 475 and 495 Water Street properties update

The motor home and the car were removed by the property owner. The camper that was full of garbage has been cleaned out by the property owner. The bill for the work has been submitted to the City Attorney.

2. Mini Park Gazebo approval

Pictures of the proposed structure were shown to the council. The structure will be built by Dave Fowler and his students. It should be done by the end of April. The fence on that side will be removed and it is not certain what will go in place of the fence but it will match the other side. The roof will be composition and the poles will be anchored in concrete. There will be two picnic tables inside. It is possible that there will be a water bottle filling station installed later. The Council approved of the plans for the Mini Park.

3. Goal Setting meeting reminder: February 22 from 12 - 2

Dale may not be able to make it. John can probably attend by phone.

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

## **7. REPORT FROM CITY ATTORNEY – None**

## **8. REPORT FROM MAYOR, CITY COUNCILORS**

The WCVEDG lunch is at noon on Thursday at the St. Pat's Senior Center dining room, if anyone wants to attend they need to RSVP by tomorrow.

There is a St. Patrick's Committee meeting on February 22<sup>nd</sup> at 6:00 PM.

The Personnel Committee are conducting job interviews on February 15<sup>th</sup> starting at 3:00 PM, any Council members are welcome to attend.

## **9. ADJOURNMENT – Meeting adjourned at 8:03 PM**