

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

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

**ATTENDEES:**

**Cody High**

**Eddie Ball**

**Teresa Hughes**

**Corey Sweeney**

**Joann Burleson**

**Dale Bates**

**Adam Doherty**

**John Bowles**

**Bill Kuhn, City Attorney**

**Chad Doherty**

**Rusty Estes**

**Absent: None**

**Members of the Public: Sheryll Bates, Jay Keithley, Deanna Koerner, Kim Cutsforth, and Dave Sykes.**

**1. GENERAL BUSINESS**

A. Call to Order. The March 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. Kelsey Greenup-Fennern, Animal permit for 7 chickens

Kelsey already has the chickens and was not aware that she needed a permit for them. There were some comments that people have seen them running around the neighborhood and in the street. The Council decided to approve the permit and let Kelsey know that they need to be contained.

Motion to approve an animal permit for Kelsey Greenup-Fennern for 7 chickens and no roosters by: Teresa Hughes. Seconded by: John Bowles. Joann Burleson voted opposed. Motion Carried

F. Presentations – None

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

A. Kim Cutsforth, Howard and Beth Bryant Foundation

Kim Cutsforth wanted to inform the council of all of the projects she has going on in the City. She currently has ground broke in five different places. There have been a few change orders at the fitness park. They are flipping the training area and the pickle ball court. There will be 15 pieces in equipment in the training area, and the pickle ball court will be a little bigger. The area will also include an acre of grass, a storage building and a restroom. The basketball court will get 4 more hoops for short court or 3 on 3 play. This park will be maintained by Willow Creek Park District. The Foundation will continue to contribute funds to the District to help cover costs of the maintenance for the park. Turf is being installed at the Softball/Little League field on Riverside. She is working with the High School for an indoor batting practice area that will be located somewhere near the softball field. She helped the St. Patrick's Senior Center get a grant and will match funds to get them a new roof. The soil for the Rodeo and the indoor arena has been replaced at the Fairgrounds. She has worked for a year with Morrow County on acquiring the Bisbee Building. If the agreement works out, it will eventually become an event center. The building would be restored to its original look. There would be a large area in the front for events with a large lobby, commercial kitchen and restrooms. There also may be a fitness gym in the back where the veteran's services offices were. The Foundation will probably sponsor quarterly events. They will bring in wineries, breweries and distilleries from Northeast Oregon, and sponsor an event for St. Pat's weekend. The Foundation also funded the parking lot realignment at the Golf Course. Kim asked the council to consider the Golf Course while working on the Sewer project as they do not have any other options for water than the treated effluent that they currently get from the City and they are very concerned. For every \$100,000.00 check that Kim writes from the Foundation, it averages about \$20 to \$40 thousand dollars in grants.

## **3. CONSENT AGENDA**

A. February 12, 2018 City Council meeting minutes

B. Approval of Monthly Bills

Motion to approve the minutes and monthly bills by: Joann Burleson. Seconded by: Dale Bates. Motion carried.

## 4. REPORTS

### A. Fire Chief Report

- 2 Structure fires
- 3 Motor vehicle accidents
- 2 Secure landing zone
- 14 chief calls

B. Morrow County Sheriff's Department – John Bowles read the hours report. It has been busy. The School Resource officers have been doing a great job. They have been very active in working with the kids and parents.

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

Water Dept. – Fixed a broken water service on Gale St. Responded to a frozen water service on Gale Street and thawed the meter, it was not insulated. Installed a 1" meter service for the new Community Counseling building on Sperry Street. Took the Water Resources people to the wells for measurement and depth of the wells. The water levels are the same as last year.

Sewer Dept. – Fixed a broken sewer main and broken service behind St Patrick's Senior Center. Spent 6 days cleaning the sewer lines on Riverside Avenue. Replaced the stuffing box and piston on the sludge pump at the Waste Water Treatment Plant. Cleaned the contact basins once. Did 5 septic dumps.

Streets Dept. – De-iced the streets and used the sander on two separate days.

Parks Dept. – Finished rehabbing the picnic tables from City Park. Started clearing out the trees behind the Kids Park along the creek. Pulled out arborvitaes at Memorial Park.

Shop Dept. – Sent the F350 in for repairs. The high pressure oil pump went out. Took the sander and plow out of the F350.

There was discussion about the garbage problem in the creek. The City takes care of the areas that border city property. They wondered if there were any groups that would be willing to volunteer to do it in other areas.

### C. City Manager Report

Janette Eldrige was hired as the City Finance Officer, today was her first day of work.

Attended the Annual WCVEDG Luncheon, the speaker was Gary Neal, the Port of Morrow Director.

Finance Officer Interviews – The Personnel committee interviewed 4 candidates.

Contacted Stephen Haddock about the property Tom Gonty wants to lease that he thinks is the City's on the hill behind Tom's house.

Attended the Morrow County Citizens Economic Development Task Force Meeting – the Buildable Lands Agreement is now ready for signing.

Attended the Chamber of Commerce meeting – Tom Wolff, Columbia Basin Electric was the speaker.

Attended the St Pat's Committee Meetings.

Attended the Beautification Meeting.

The second TSP meeting consisted of an Advisory Committee meeting and a Town Hall meeting with the engineers and ODOT. Potential solutions were reviewed and new comments gathered. The Display Boards have gotten a lot of attention from residents.

Reviewed Community Counseling landscape plans with Robert Whalen regarding the City right of way.

Received the Local Agency Agreement with ODOT for the \$3 million transportation funding from the Oregon Highway Trust Fund. The City Attorney and Mayor reviewed, it was signed and already returned with the state signatures.

Received County Intergovernmental Agreement on Buildable Lands and has been corrected and ready for signatures. In addition, the RFP for a consultant to begin the work.

Received an email on LGPI from League of Oregon Cities. The LOC will include two new positions in the upcoming budget year to continue providing LGPI services to cities and others.

Contacted Intermountain ESD on whether they could provide us with a server connection on their system so the city staff could be networked. They felt it best to do an assessment on the current computer systems which also help us determine if we need any upgrades for the new accounting system we need to acquire.

#### D. Heppner Housing Authority

They got the money for the roof, they are working on getting the work scheduled. They received money from Wildhorse and the Kilkenny Foundation to replace the

heating system on the third floor. The downstairs handicapped bathroom floor was rotted and will be repaired before St. Pat's weekend. They have been going over the agreement with Cascade Management and are working to get Cascade to comply with some of the items on the agreement. They had two people move out, one is moving in, and one application.

## **5. BUSINESS**

### **A. New Business**

#### 1. Community Counseling – Landscaping on City right of way

Community Counseling would like permission to do some landscaping along the swale near their building that is City right of way. They want to help prevent erosion and to make the area look nice. They are moving in next week and the open house will be on April 2, from 12:00 to 2:00 PM. The council agreed to allow them to do the landscaping if they will be responsible for maintaining the weeds in the swale.

#### 2. Resolution 934-18, A Resolution Changing the Appointments of the Utilities Commission from three to Five Members.

The Utilities Commission discussed changing the members from three to five members in order to make it easier to have a quorum for a meeting. Cody has found one additional member and is looking for another, if the Council approves the Resolution.

Motion to approve Resolution 934-18, A Resolution Changing the Appointments of the Utilities Commission from three to Five Members by: Joann Burleson. Seconded by: Dale Bates. Motion Carried

#### 3. Resolution 935-18, A Resolution Ratifying Appointments to City Committees, Boards, Commissions, and Positions.

This Resolution is to ratify Greg Sweek to the Utilities Commission, and John Murray to the Beautification Commission. There is a correction to the terms for Utilities.

Motion to approve Resolution 935-18, A Resolution Ratifying Appointments to City Committees, Boards, commissions, and Positions with corrections by: Adam Doherty. Seconded by: Joann Burleson. Motion Carried

### **B. Old Business**

#### 1. Tom Gonty, proposal of leasing City embankment behind 135 N Gale

Edie spoke with Steve Haddock who did the surveying for the City property near Toms. He said that the area in question actually belongs to Tom Gonty. Edie will schedule a meeting to explain this to him.

2. Intergovernmental Agreement on Buildable Lands Inventory and Housing.

a. RFP on Buildable Lands Inventory

The correction has been made and the agreement is ready to be signed.

3. ODOT Local Agency Agreement 2017 ODOT Funding

Edie spoke with Mike Barry and he said that construction cannot begin any sooner than 2020.

a. Engineer: Ferguson Surveying & Engineering

Mike Barry encouraged Edie to find an engineer as soon as possible. The council can select an engineer without doing a Request for Proposal. Ferguson has worked with the city with the last three projects and there have been no serious issues with them. The Council agreed to use Ferguson Surveying and Engineering for the ODOT funded projects.

4. List of 2018 City Goals

The list of the 2018 City Council goals were given to the council to review. The Council approved the list.

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

**7. REPORT FROM CITY ATTORNEY**

Bill has been looking into the subject of whether or not the City can trespass individuals from city parks. He found that it can. The City would need to adopt an Ordinance listing behaviors. If someone violates the behaviors the City can tell them they are no longer allowed in the city parks. They would have the right to appeal. The council agreed to have him work on this as there has been a lot of vandalism in the parks lately.

**8. REPORT FROM MAYOR, CITY COUNCILORS** - None

**9. ADJOURNMENT** – Meeting adjourned at 8:36 PM