

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM December 8, 2014**

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

**ATTENDEES:**

**Mayor, Joe Perry  
City Manager, Kim Cutsforth  
Skip Matthews  
Corey Sweeney  
Judy Buschke  
Dale Bates  
Joann Burlison  
John Bowles  
Chad Doherty  
Phil Kuhn, City Attorney**

**Absent: Rusty Estes**

**Members of the Public: Dave Sykes, Deanna Koerner, Judy Healy, Karen Wolff, Adam Doherty, and Sheryll Bates.**

**1. GENERAL BUSINESS.**

A. Call to Order. The December 8, 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. Requests – David Piper, Animal Permit

Discussion: David Piper has requested an animal permit to keep 15 chickens and 4 cows at 580 S Main.

Action: Motion to approve animal permit for David Piper by Judy Buschke. Seconded by Joann Burlison. Motion Carried

F. Presentations – None

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

### **3. CONSENT AGENDA.**

- A. November 10, 2014 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

Action: Motion by Joann Burleson to accept the consent agenda.  
Seconded by Skip Matthews. Motion Carried.

### **4. REPORTS.**

A. Fire Chief report for November:

Rusty Estes was absent, Joe Perry read the report.

- 2 False alarms
- 4 Secure Landing Zones
- 2 Motor Vehicle Accidents
- 2 Mutual Aid to lone
- 2 Smoke smell reports
- 1 Structure fire out of District, did not respond
- 17 Chief Calls

B. Morrow County Sheriff's Department – John Bowles read the Deputy Hours Report and reported 331 hours for the month of November. The Sheriff's report was for October and November as October was not available for the November meeting.

C. Housing Authority – Judy Buschke reported that there are now 4 vacancies. This is the break even occupation level for the apartments. There are three people on the move in list. Cascade has still not been able to raise the income restrictions that are keeping some of the applicants from qualifying.

D. Public Works. Chad Doherty reported the following:

Water Dept. – Fixed a water leak by the Cemetery. Fixed a water leak on Canyon Drive. Fixed a water leak behind the Post Office. Fixed a water leak

that occurred after hours on Cannon St. The City of Heppner took part in a water system survey done by the Oregon Health Authority.

There was a question about what was causing all the leaks. Chad said that some of it was old pipe, and one was from tree roots.

Sewer Dept. – Cleaned the contact basins at the Sewer plant. There was a mainline sewer plug on Matlock St. Fixed a water line break at the Sewer plant. The City burned the debris pile at the Sewer plant.

Streets Dept. – The City crew got the sander and plow ready for winter. There was one snow event and one freezing rain event. Swept the streets on multiple days. The City de-iced streets multiple days. The City was called to pick up dead sheep out of Willow Creek.

Parks Dept. – Raked up leaves in City Park. Had to close Hager Park Restroom due to a heating issue. The City park restrooms were vandalized over the Thanksgiving holiday. They broke the toilet paper dispenser, vandalized the paper towel dispenser, stole all of the toilet paper and plugged the toilets.

D. City Manager. Kim Cutsforth reported the following:

- 1) Kim attended an ODOT NEACT meeting in La Grande. These meetings are for the communities of ODOT District 5. They generally consist of grant and funding opportunity updates. They are also a chance to meet with our ODOT representatives. This meeting allowed Kim to get the actual close-out of the Sperry and Barratt projects and expedite ODOT's final accounting and a refund of unused buy-ins.
- 2) Kim met with Carla McLane, the Morrow County Planner, to refine our Medical Marijuana dispensary zoning proposal. She has asked Kuhn and Spicer to review it before we take it to the LCDC for approval.
- 3) Kim and Tarina completed the Utilities increase study and prepared a proposal for the Utilities Commission: The proposal was \$2.00 - \$2.50 per utility to offset the diminishing carry forwards in both of the Sewer and Water accounts.
- 4) Kim attended Morrow County Court to discuss a conditional use permit and building on their utility easement located on Morrow County Grain Grower's property that is being considered as the site for the new Fire Hall. They gave the City a conditional agreement for the utility easement, and direction as to the steps for a variance permit. The conditions are that the

City gets permission to build on the property and the building must be completed within 2 ½ years.

- 5) Kim continued working with the Morrow County Grain Growers regarding the placement of the Fire Hall. Morrow County Grain Growers has agreed to donate the land to the City with conditions. Kim will have a survey and re-plat done. Along with easement agreements.
- 6) Kim is continuing work with Anderson Perry on the well certification and the Engineer's estimate for repairing or replacing a reservoir. We should have something to take the Utility Commission by the next meeting.

## **5. BUSINESS**

### **A. OLD BUSINESS**

1. Steve Haddock request for new plat approval for Morrow County building project.

Discussion: This was approved at the April Planning Commission meeting, the final paperwork just needs to be signed by the Mayor so it can be recorded by Morrow County.

Action: Motion to approve the new plat for the Morrow County building project by Corey Sweeney. Seconded by Dale Bates. Motion Carried.

2. Resolution 859-14, A Resolution to increase the fees for installation of a new Water Service.

Discussion: This was discussed at the last meeting, the charges had to be adjusted due to an increase in the cost of water meters.

Motion to approve Resolution 859-14, A Resolution to increase the fees for installation of a new Water Service by: Joann Burleson. Seconded by Judy Buschke. Motion Carried.

3. Resolution 860-14, A Resolution to increase Water and Sewer rates starting January 1, 2015, with yearly CPI cost increases starting July 1, 2016.

Discussion: This has been discussed at the last several Council and Utilities Commission meetings. The increase was recommended by the City auditors and is necessary to keep up with increasing costs.

Action: Motion to Approve Resolution 860-14, A Resolution declaring that as of January 1, 2015 the base rate for Sewer fees will be increased from \$29.10 to \$31.10, and increasing the minimum usage from 1,999 to 2,499 gallons with the base rate for water increasing from \$19.90 to \$21.90, usage of over 7,500 gallons will be increased from .90 cents to \$1.00 per each 1,000 gallons, with yearly CPI increases for the next 5 years, starting July 1, 2016 on all accounts to cover inflation costs by: Dale Bates. Seconded by Skip Matthews. Motion Carried.

**6. NEW BUSINESS** – None

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

**8. REPORT FROM CITY ATTORNEY.** – They have been working on the Medical Marijuana dispensary zoning proposal. They also answered a few general questions.

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

**10. ADJOURNMENT.** Meeting adjourned at 7:35 PM.

