

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM APRIL 11, 2016**

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

ATTENDEES:

**Skip Matthews
Joann Burleson
Corey Sweeney
Teresa Bedortha
Adam Doherty
John Bowles
Kim Cutsforth
Chad Doherty
Rusty Estes
Bill Kuhn, City Attorney**

Absent: Dale Bates

Members of the Public: Jay Keithley, Tawny Miles, Craig Miles, Gary Jones, Doris Jones, Bernice Lott, Karen Runyon, Missy Lindsay, Judy Healy, Jim Doherty, Deanna Koerner and Dave Sykes.

1. GENERAL BUSINESS.

- A. Call to Order. The April 11, 2016 meeting of the City of Heppner City Council was called to order by Skip Matthews at 7:00 PM.
- B. Pledge of Allegiance. Skip Matthews led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements –None
- D. Correspondence-None

E. Requests – Animal Permits

1. Zabrena and Zandra Masterson for 3 sheep and 2 goats
2. Amy Long-Drew, 5 to 10 chickens

Motion to approve Animal Permits for Zabrena and Zandra Masterson, and Amy Long-Drew for 5 to 10 chickens by: John Bowles. Seconded By Corey Sweeney. Motion Carried.

F. Presentations – None

2. COMMUNICATIONS FROM THE PUBLIC

Discussion: Gary Jones and several people from his neighborhood were in the audience. They were there to discuss the problems they have been having with one of their neighbors on Water Street. There is a large accumulation of junk and garbage on this property. It is usually very noisy there at all hours of the night and into the early morning hours. The high amount of traffic there is in and out all night and most of them only stay for 10 minutes or less. There have also been several explosions, at least one was reported to the police. Pictures of the mess on the lot were presented to the Council. Household garbage is being burned, which is illegal in the State of Oregon. Kim Cutsforth asked them to please call the Sheriff's office when the garbage is being burned, so that the Fire Chief can go investigate. There are at least 11 vehicles parked in the back that occasionally have parts removed from them. Most of them are filled with garbage. John Bowles suggested that they make sure they call when something illegal is going on, even if it is an anonymous call. Also there is an Ordinance against non-licensed, inoperable vehicles in the City, and a noise Ordinance. They said that they have called in the past and when the Police knock on the front door they won't answer and then they will run out the back door and hide. They have made threats to the neighbors that have called the police on them before. Kim said that this has been ongoing issue and that she thinks that it has finally reached the point where there will be more enforcement from the Judge as the citations are really starting to add up and the severity of the problem is being realized.

3. CONSENT AGENDA.

- A. March 14, 2016 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

Action: Motion to approve the consent agenda by: Joanne Burleson. Seconded by: Adam Doherty. Motion carried.

4. REPORTS.

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

- 1 Propane leak at HHS
- 1 Wildland Fire
- 2 Motor Vehicle Accidents
- 1 Lift Assist
- 1 Secure Landing Zone
- 21 Chief calls

Rusty added that fire season is on its way as there were already 3 farmers whose fence burning fires got away from them, which luckily were under control by the time the Fire Department got there.

B. Morrow County Sheriff's Department – John Bowles read the deputy hours report. Code enforcement continues. Suspicious activity calls are still coming in, which is a good thing. Several disturbance and harassment calls were made. He asked if there were any questions, there were none.

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

Water Dept. – Replaced 2 water meters. New 2" meter at the softball field. Cleaned up around Well 5. Sprayed weeds at the Wells and Reservoirs. Chad finished the annual backflow report for Oregon Health Authority.

Sewer Dept. – Cleaned the contact basins twice. Cleaned the storage tank at the golf course for irrigation season. Did 11 septic dumps. Burned the debris pile at the sewer plant. Raised a sewer manhole at the fairgrounds.

Streets Dept. – Removed the sander and disconnected the plow from a vehicle. Hauled off spoils from the city yard. Cleaned up around town for St Patrick's weekend. Set up the information booth and then removed it after the Celebration. Public works set up and then removed barriers etc. for the St Patricks' parade. Painted the Shamrock. Cleaned out storm drains on May Street. Swept Heppner for St Patrick's Celebration. Swept Lexington for ODOT. Cleaned out the guardrail on Barratt Blvd.

Parks Dept. – Rehabbed 1 picnic table. Set up the food court for St Patrick's. Fertilized Heritage Plaza. Put up a no smoking sign at the play area in the Main City Park. Public works has started the mowing season. Fixed a water leak at City Park.

Robert attended training in Bend. Mickey and Caleb have both received their CDL Permits. Chad commented on how hard the current public works crew works, and how much he appreciates them.

D. City Manager. Kim Cutsforth read the City Managers report:

1. Heppner's annual St Patrick's Celebration went well. The weather was beautiful and the events went of without a hitch.
2. Kim has been working with Carl from DEQ and Brett Cook from Anderson Perry on the waste water plan. Kim is working on a letter for DEQ requesting a compliance schedule be added to the City's draft permit. All indications are that the City will have five years to plan and construct a waste water storage system.
3. Kim prepared a Planning Loan Application for the DEQ Clean Water State Revolving Fund Program. This program is for projects like this and it will allow the City to hire an Engineer to assist the City in evaluating what improvements are needed, where to build them, acquire property, acquire funding, and design and construct the improvements.
4. Kim met with the Willow Creek Country Club Board, at their request, to brief them on the waste water plan/discharge permit. She advised them that it is too early in the process to have any real information. However, in that the City's permit affects them, it is valuable to have early conversations and to keep them involved in the planning process.
5. Kim prepared a Wild Horse Foundation grant for the Fire Hall project. If the grant is received it will be combined with the WCVED funds and other funds to purchase equipment and furnishings for the new Fire Hall, which cannot be purchased with the Bond funds.
6. Kim met with the County and other Cities in Morrow County to prepare for the finalization of our Natural Hazard Mitigation Plan for FEMA. The plan should be completed by next fall.
7. Kim prepared two planning files for May. Both are Conditional Use and one involves a lot line adjustment.
8. A reminder to the Council that if you have not completed the state ethics statements of economic interest forms, please make sure you have this completed by April 15th.
9. Kim also continues work on nuisance abatement issues.

5. PUBLIC HEARINGS - None

6. OLD BUSINESS

A. No Passing on Main Street Ordinance

Discussion: The City will not need to have a No Passing on Main Street Ordinance as ODOT will paint a double yellow stripe on Main Street in the downtown area during the chip sealing this summer.

B. Budget Meeting on May 3, 2016 at 6:00 PM reminder

Discussion: Skip Matthews reminded the Council of the date and time of the Budget Meeting.

C. Resolution 889-16, A Resolution Authorizing and Supporting an Oregon Department of Environmental Quality Planning Loan Application.

Discussion: This was approved by the Council at the March meeting, but a Resolution was needed for the application process. There was a phone poll of the Council and the Resolution was signed on Friday April 8, 2016.

7. NEW BUSINESS

A. Resolution 890-16, A Resolution Establishing the Executive Risk Management Team

Discussion: If the City forms an Executive Risk Management Team, it would help to reduce insurance costs. The team would be comprised of the City Manager, Public Works Director, Finance Director and the Mayor.

Action: Motion to approve Resolution 890-16, A Resolution Establishing the Executive Risk Management Team by: Joanne Burluson. Seconded by: Teresa Bedortha.
Motion Carried

B. Sperry Street Swale

Discussion: Most of the offices from the Gilliam and Bisbee Building have moved up to the new Bartholomew Building. The remaining offices there are occupied by Community Counseling. They are looking for a site to build a new office building. There are two possible lots that they are looking at. One is at the old mill site near the DMV and Extension offices. The other lot belongs to the Christian Life Center on Sperry Street. They want to be able to stay within the City limits, but the only problem with the Sperry property is the floodplain issue. Bill Kuhn has been working with Kim Lindsay on this. Because of the floodplain, the new building will have to have an elevated foundation. Also they will need to account for the water displacement that the large foundation will cause. They will need to build a swale. Kim suggested that they use the swale that was put in during the Sperry Street bridge removal project. Community Counseling would need an easement from the City to allow them to use the swale. The easement would have to include that the City would not have any liability if anything were to go awry. Kim has spoken to the engineer to confirm that the Community Counseling project would not affect the Sperry Street project in any way. The swale is very large, it was originally supposed to handle the storm water that comes from the canyon above it. When the street was moved they put in a culvert that runs to the creek. So the swale will not be handling the storm water that would

come from the canyon. The engineer felt strongly that allowing the easement would not affect the project.

Action: Motion to allow Community Counseling an easement to use the City's swale on Sperry Street by: Corey Sweeney. Seconded: by Adam Doherty. Motion Carried.

8. MINUTES OF COMMISSION MEETINGS. For information only

9. REPORT FROM CITY ATTORNEY. – Bill Kuhn said that he did a little work on the Fire Hall project contract to Apollo.

10. REPORT FROM MAYOR, CITY COUNCILORS. – None

11. ADJOURNMENT. Meeting adjourned at 8:02 PM.