

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM October 9, 2017**

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

ATTENDEES:

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

Absent: None

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

1. GENERAL BUSINESS

- A. Call to Order. The October 9, 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 – There is an addition under new business – Sewer Truck Discussion
- D. Correspondence
 - 1. Cody received a letter from a citizen regarding the garbage cans at the City Park. They are frequently getting tipped over by either wind or dogs. They suggested getting concrete receptacles like the ones on Main Street. The concrete garbage cans have been here for a long time, there are no extras and they are fairly expensive to buy. Usually a big rock is placed in the bottom of the lighter cans to help keep them from tipping over.

E. Requests - None

F. Presentations – None

2. COMMUNICATIONS FROM THE PUBLIC

Jim Healy has been helping clean up the properties on Water Street that are owned by Tareena Healy. He has put down earnest money on them and would like an extension on the 30 days that the City gave to get the properties cleaned up. He has been working hard on getting them cleaned up. This was to be discussed under Old Business but since Jim is here and no one objected to moving the discussion up. Deputy Madrigals report stated that the household garbage has been removed and the tall grass has been cut down. Today the Sheriff's office issued eight 272 forms that certify that the license plates have been ran and that they are not stolen vehicles and allows them to be towed, they will issue five more permits tomorrow. The property is a lot cleaner than it has been for a long time. Pictures of the progress were shown to the council. The 30 days is up on Thursday, October 12th. The council remarked on the amount of progress that had been made, but there is still a long way to go. The council agreed to give an extension as long as progress is still being made.

Motion to grant a 30 day extension for the cleanup on 475 and 495 Water Street by Teresa Hughes. Seconded by Joanne Burlison. Motion Carried

3. CONSENT AGENDA

A. September 11, 2017 City Council meeting minutes.

B. Monthly Financial Statement

C. Approval of Monthly Bills

Motion to approve the consent agenda by: Joann Burlison. Seconded by: Adam Doherty. Motion carried.

4. REPORTS

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

1 false alarm

1 smoke report that was a Barbeque

1 motor vehicle accident in city limits

4 motor vehicle accidents out of city limits

2 vehicle fires

3 secure landing zone

1 wildland fire out of city limits that required mutual aid

24 Chief calls

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

There were no questions.

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

Water Dept. – Installed touch read meters at 235 & 233 Linden Way. Installed new 2" service on Sperry Street for the new Community Counseling building. Handed out sample bottles to 10 homeowners to perform the lead and copper sampling.

Sewer Dept. – Did 6 septic dumps. Cleaned the contact basins twice. Fixed the sludge pump at the sewer plant. Toured the OHV lagoons with the Utilities Commission members. Unclogged the storage tank discharge pipe at the waste treatment plant. Hauled biosolids for 4 days. The City crew helped two homeowners get out of shared sewer lines on Church Street. Dug up the sewer main line on Aiken Alley and replaced a 10ft section.

Streets Dept. – Picked up a dead deer. Fixed the crosswalk sign at Heppner Elementary School. Fixed bridge weight limit sign for the Elder Street Bridge.

Parks Dept. – Continued to mow parks on a weekly basis. Fixed the flag pole at Memorial Park with assistance from Columbia Basin Electric.

Other – Hauled off spoils to dump out on Balm Fork. Robert passed his collection 2 certification.

The Community Clean-Up starts on October 14 and goes thru the 23rd.

D. City Manager Report

Attended Morrow/Umatilla City/County Managers meeting. Met city managers from Hermiston and Umatilla. These meetings began recently and happen four times per year. The meetings are intended to provide city managers an opportunity to discuss issues affecting local/county government and also provide opportunity to develop relationships with each other in the two county areas.

The Utilities Commission toured the OHV Park primarily for learning about the lagoon system. Greg Close, Parks Operation Manager, gave the tour and explained the lagoon system and showed us the other amenities provided at the park.

Attended two Chamber luncheon meetings.

Accompanied Joann to meet students designing ideas for the gazebo in the mini-park.

Attended the Housing Authority meeting at the St. Pt's Senior Center. Complaint on a musty odor in the basement due to no circulation. Toured the basement and it needs cleaning and the stored chairs need to be removed along with other items.

The Auditors began working on the City audit and spend one day here. They will have a report to us by the end of November.

Had telephone discussions with Carl Nadler and Don Butcher at DEQ on the NPDES permit modifications to change the compliance schedule in the permit. The fee for a minor modification is \$1,051.00 and for a major modification is \$3,917.00 and they feel it best to do both. It takes approximately 2 months to do a major modification, but indicated in our case preliminary engineering evaluation would be needed to produce timeframes for the compliance schedule and we don't have time to do that with a December 1, deadline. We would have to do both, a minor modification and a major modification, for a total cost of \$4,968.00.

Received information on DLCD grant applications. The Technical Assistance Grant would be ideal for paying engineering on the shared lagoon system for our City, Lexington, and Lone. Contacted Scott Edelman, DLCD, Regional Representative, and he indicated the grant that would work best for this project is due October 13th.

Transportation System plan: Kickoff meeting is Monday, October 16th, at noon at City Hall. Engineers Matt Hughart, Matt Hastie, and Cheryl Jarvis Smith from ODOT will be present to do presentations. Lunch will be served. At 3:00 p.m. a curbside chat via a walk downtown will be conducted.

The written report for the payroll audit has not been received yet, the auditors are working on it.

E. Heppner Housing Authority

Teresa reported that they investigated the musty smell in the basement. They are working on repairing the kitchens sprinkler system and getting the roof replaced. Kim Cutsforth has been helping with the roof project, by getting Grants from Wildhorse and the Howard and Beth Bryant Foundation, she will have information for the council at the November meeting. There were a few of the extra older refrigerators that had been loaned out and they put a stop to that. There are currently 2 vacancies. They got some bids for the maintenance of the two heat pumps on the roof. They chose All American as they came in the lowest, they do the maintenance for City Hall.

5. PUBLIC HEARINGS

A. Supplemental Budget Hearing for Fire Chief Response Vehicle

Cody read the Resolution for the Supplemental Budget.

1. Open Public Hearing at 7:36

No public comment

2. Close Public Hearing at 7:36

3. Council Comments and Discussion

Rusty needs a new command vehicle as the old one is starting to have too many problems. The Resolution allows the City to accept the Grant money from The Howard and Beth Bryant Foundation to purchase a vehicle from Wright Chevrolet.

4. Council Action: Motion to approve Resolution 929-17, A Resolution approving the adoption of a Supplemental Budget of the 2017-2018 Budget by: Dale Bates. Seconded by: Teresa Hughes. Motion Carried

6. BUSINESS

A. New Business

1. NPDES Permit Modification

NPDES is the National Pollutant Discharge Elimination System. They are very strict about dates, Heppner's deadline is 12/1/17. Since we are now looking at a shared system, we cannot meet that deadline. DEQ suggested we do a minor modification at a cost of \$1,051.00, this extends the deadline date to 4/1/2018. The DLCD Grant application is due on October 13. In November we will find out if we got the grant. The grant will be used for a shared system feasibility study. If we get approval for the minor modification we can then get approval for a major modification at a cost of \$3,917.00. A memorandum of understanding was signed by Heppner, Lexington and Lone. Lexington and Lone's councils meet tomorrow. Edie will go to Lexington and Corey will go to Lone. The Governor's office is favorable towards the shared system and may help with the project.

2. DLCD Grant Application

This was explained along with the NPDES Permit Modification.

Motion to approve an application for a minor modification at a cost of \$1,051.00 for a 3 city waste water option by: Corey Sweeney. Seconded by Joann Burleson. Motion Carried

3. Sewer Truck Discussion

The existing sewer jet truck has broken down and is unrepairable. It needs to be replaced. This truck is used to unclog sewer lines. This was part of the City goals and was going to be included in the sewer project loan, but the truck didn't last long enough for that to happen. It has been on its last legs for about 4 years. This has made it difficult to perform needed regular maintenance. Chad would like to upgrade it by getting a truck that can perform multiple tasks. The one he is looking at works as a jet truck, pumper, and hydro excavator, it can clean catch basins, storm drains and do pot-holing. It could be used to locate underground utility lines without damaging them. Renting a jet truck would cost approximately \$5,000.00 a week. A 5 year loan would be about 4% interest. The last payment has been made on the mower and the sweeper is nearly paid off. A newer truck at a higher cost is probably a better idea as it would last much longer. There is \$50,000.00 in the Reserve Fleet Fund, about half of that could be used as a down payment. Some could come out of Water, Sewer and Streets as well as this is a multi-purpose vehicle. Edie said that there is money in Water and Sewer and there is \$66,130.00 in Streets. Corey would like to see how much money we can come up with for a down payment to make the loan less. He suggested taking \$5,000.00 from Streets, \$5,000.00 from Sewer, \$10,000.00 from Water and \$25,000.00 from the Reserve Fleet Fund. The Council wants to know the status of the Sweeper loan, how much the City has available to spend and some information on loan rates available for the November meeting.

B. Old Business

1. 475 and 495 Water Street properties update

This was discussed under Communications from the Public

2. Transportation Systems Plan

The kickoff meeting is Monday October 16, 2017. Edie has a list of names of people that are willing to serve on the advisory committee. John Bowles asked to be added to the list. This plan is not only for streets, it will also include recreational trails, and bicycle trails. The last TSP list was completed in 2003.

3. Review of Council Goals

The TSP is moving along. We are working on the Emergency Action Plan and the IGA for the Urban Growth Boundary. Chad is preparing to get the city yard fenced, some sewer problems have unfortunately put this off. The sewer alarm will be done soon. Downtown Improvement hasn't started yet. Chad would like to change the City's street lights over to LED. This will be added to the Utilities and Beautification agendas. Not much progress on the Maintenance Manual. Chad

will try to plan for a couple of hours a week to work on this. The additional State gas tax, and the money we received from Morrow County really helped with the Street Maintenance funding problem, this can be taken off of the list.

7. MINUTES OF COMMISSION MEETINGS - For information only

8. REPORT FROM CITY ATTORNEY

Not much to report just a few consults with the City Manager.

9. REPORT FROM MAYOR, CITY COUNCILORS – Cody asked John and Dale if they could make it to a Personnel Committee meeting on Monday October 16 at 6:00 PM, they agreed.

10. ADJOURNMENT – Meeting adjourned at 8:50 PM

11. EXECUTIVE SESSION ORS 192.660(1)(i) TO DISCUSS AN EMPLOYEES EVALUATION

12. RESUME SESSION – Regular session was called to order at 9:19

The council thinks that Edie is doing a good job and they are happy with the way things have been going for the last 6 months. She is doing very well with the information that the council is given and the way that she deals with the public. The council commended her on jumping into the TSP and the Wastewater Project. Edie loves it here and feels comfortable with the council. She wants to get out and meet more people in the community. She is thinking about joining some local clubs. The council is glad that she is here.

13. ADJOURNMENT – Meeting adjourned at 9:41