

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM April 10, 2017**

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

ATTENDEES:

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

Absent: None

Members of the Public: Sheryll Bates, Judy Healy and Dave Sykes.

1. GENERAL BUSINESS

- A. Call to Order. The April 10, 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 – Cody welcomed the new City Manager Edie Ball.
- D. Correspondence - None
- E. Requests
 - 1. Animal Permit

Andrea Collins is requesting an animal permit for three chickens (no roosters) they are just baby chicks now. Later they will be transferred to a small chicken coop that measures 72" x 32" x 42".

Motion to approve an animal permit to Andrea Collins for three chickens by: Corey Sweeney. Seconded by: Dale Bates. Joann Burleson was opposed. Motion Carried.

F. Presentations - None

2. COMMUNICATIONS FROM THE PUBLIC

3. CONSENT AGENDA

- A. February 13, 2017 and March 13, 2017 City Council meeting minutes.
- B. Monthly Financial Statement
- C. Approval of Monthly Bills

Joann asked for a clarification from the March meeting regarding the compensation for the employees that helped fill in for the City Manager. Cody gave them each 3 additional vacation days. In the City Charter the mayor is allowed to appoint an interim. Bill Kuhn said that he can appoint an interim but isn't entitled to determine their pay. Bill and Edie have been going over the City Charter and will go over this later in the meeting. The Council has supreme authority in all matters but they can delegate certain powers. Compensation should be approved by the Council.

Motion to approve the consent agenda by: Joann Burleson. Seconded by: Corey Sweeney. Motion carried.

The compensation issue will be discussed under #5 in Old Business.

4. REPORTS

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

- 1 Motor Vehicle Accident
- 3 Secure Landing Zone, 1 in the field
- 3 Lift Assist
- 12 Chief Calls

- B. Morrow County Sheriff's Department – John Bowles asked if everyone had received the hours report as it was sent late. They are working on getting the reports fine-tuned. The hours for March were 467.50. Joann asked if the times of the patrols at Hager Park could be changed. They are driving by quite a bit but they are going by early in the morning and during the day. It would be more effective if they could go by after school on weekdays and more often on weekends. John said that they will work on it. Dale Bates asked about getting cameras for Hager Park. Chad said that this would be up to the City; we just have to find some money in the budget.

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

Water Dept. – Fixed a water line on Shobe Street. Attended backflow recertification at a Conference in Sunriver. Completed the yearly backflow report for the State of Oregon.

Sewer Dept. – Chad attended a LEPC meeting. Did 5 septic dumps. Cleaned the sewer line on Water Street. Cleaned and TV'd the sewer line behind City Hall. Cleaned the effluent storage tank at the golf course. Cleaned the contact basins twice. Worked to unplug the sewer line at City Hall. Installed a new power line to the grinder at the treatment plant. Replaced an 8" valve at the golf course.

Streets Dept. – Swept Main Street twice. Swept town twice. Painted the Shamrock. Applied handicap parking markers on Main Street. Set up and took down the Information booth for the ST. Patrick's Celebration. Cleaned the ashtrays and wiped down the tops of the garbage cans on Main Street. Set up and then removed the barricades for the parade. Put out Irish Flags and Leprechaun signs. Removed the sander and plow from the Ford F350.

Parks Dept. – Took down the basketball rims at Hager Park due to vandalism.

Other – Worked multiple days on the new public works office. Put up new pipe racks in the new shop. Had a couple of days of CDL drive training with Mickey. Mickey passed his test, now everyone has their CDL. Did a complete thorough cleaning of the city shop, which took 2 days.

Dale asked what the status of the sewer line at City Hall was. Chad said that they are replacing the old damaged line as far as the back steps and are trying to clean it out from there into the building.

D. City Manager Report

March 20, 2017 Edie reported to City Hall for her first day of work. Her first meeting was with Cody, Bill, Judy and Chad.

Contacted the Oregon League of Cities, Oregon City County Managers Association, and CIS.

Attended the Willow Creek Valley Economic Development Group meeting. Discussion was about housing including homes needing repairs and maintenance and lack of homes for sale, etc.

Met Tom Wolff, the Chairman of the Utilities Committee who was also last year's Chairman for the Budget Committee.

Received the engineering report on the Evaluation of Wastewater Treatment Options for replacing our current wastewater system. This report will be reviewed by the Utilities Committee that will be meeting on April 20th. The Council will discuss the report officially at the May 8th City Council meeting.

Larry Lehman, Senior Advisor, Oregon City County Managers Association, stopped in to meet Edie and discuss the association. Larry is a retired manager from the City of Pendleton and now serves as an advisor to managers.

Attended the Police Commission meeting that focused on vandalism in town and the basketball hoops that were recently broken at Hager Park.

Attended the Morrow County Citizens Economic Task Force in Boardman, where Edie met staff from the county and other cities. The next meeting will be held in the south end of the county. Edie said this was a good meeting and welcomed the Council to attend the next one if they were able.

Attended the Chamber luncheon and met more citizens and staff from various county and state offices.

Began reviewing budget materials

5. BUSINESS

A. Old Business

1. Park Vandalism

Pictures of the vandalized basketball hoops from Hager Park were shown to the Council. This park was intended for smaller children to play basketball. Older kids have been climbing and standing on the hoops. The volleyball net has also been broken. Big kids have been using the spring toys that are intended for very small children. Older kids are also moving the picnic tables around and have been riding and jumping their bikes off of them. The City would like to get things repaired and keep the park nice. Hopefully the vandalism will stop so that it will be possible to keep these things in the park as continuing repairs and maintenance are costly. The City is encouraging people to call the police when they see the parks being vandalized.

2. Dangerous Building Update, 480 Water Street

The property was sold to Mike Duncan. He hired Miller and Sons to do the work and it has been cleaned up.

3. Resolution 914-17, A Resolution to Approve the Morrow County Sheriff's Contract for Fiscal Year 2017-2018.

There are no changes to the contract from last year. The Police Commission has recommended that the contract be approved.

Motion to approve Resolution 914-17, A Resolution to Approve the Morrow County Sheriff's Contract for Fiscal Year 2017-2018 by: Joann Burleson. Seconded by: Dale Bates. Motion Carried

4. Review Budget Calendar

The Budget Calendar was presented to and accepted by the Council.

5. Employee Compensation

As discussed earlier Council approval is needed to approve employee compensation. Judy Healy and Chad Doherty were offered 3 extra vacation days to compensate them for taking on extra duties between city managers. Cody apologized for this as he had spoken to League of Oregon Cities before making the offer. He thought that he was allowed to make this decision as it did not exceed the budget.

Motion to approve 3 extra vacation days as compensation for Judy Healy and Chad Doherty by: Corey Sweeney. Seconded by: Joann Burleson. Motion Carried

B. New Business

1. Resolution 915-17, A Resolution Establishing the Cost of Living Adjustment for Employee Compensation for Fiscal year 2017-2018.

This is the recommended cost of living adjustment for 2017-2018.

Motion to approve Resolution 915-17, A Resolution Establishing the Cost of Living Adjustment for Employee Compensation for Fiscal year 2017-2018 by: Corey Sweeney. Seconded by: Joann Burleson. Motion Carried

2. Housing Authority

- a. Record Storage

Heppner Housing Authority has requested permission to store some items upstairs at City Hall. There are some records and a few historical items. All of these things will be in sealed plastic totes. The Council approved the request.

b. Resignation Letter

Judy Buschke submitted a letter to council announcing her resignation from Heppner Housing Authority effective June 1, 2017. This was for personal reasons. She has served on this board for a long time. The City now needs to find a replacement.

6. MINUTES OF COMMISSION MEETINGS - For information only

7. REPORT FROM CITY ATTORNEY

A City's government is set up by their charter which is adopted by general election. Heppner's charter was last renewed in 1996. The League of Oregon Cities has a number of model charters that cities can use, which can be modified to their needs. Heppner chose one of the most commonly used charters. There are two types of commonly used charters. One is with a strong Mayor the other is with a weak Mayor. Heppner adopted a weak mayor system where the council has all of the authority, but the mayor is allowed to vote. With a strong mayor system the mayor has the ability to Veto but does not usually have the ability to vote. Heppner has chosen for the majority of administration to be done by the City Manager. The Council has the ability to delegate its authority to anyone it sees fit, for example to allow the mayor to appoint the Commissions and an interim City Manager. The Council was given an organizational chart that follows the Charter and Ordinance. If the Code and the Charter do not align, the Code is the law. If any problems are observed between the two the Council should look at this and reconcile it.

Corey Sweeney asked about the changes to the City Managers contract. There were only a few changes. Most of these were to get the contract to match the code book. The other was for the City to allow for professional development. This states that the City will budget for classes; the City has previously allowed for this but it was not included in the previous contract.

Corey asked if Kim's vacation hours had gotten resolved. Cody and Bill both said that is an ongoing issue.

8. REPORT FROM MAYOR, CITY COUNCILORS

Cody reminded everyone that the SEI filing date is April 15th.

9. ADJOURNMENT - Meeting adjourned at 8:04 PM.