

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM NOVEMBER 14, 2022**

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

**ATTENDEES:**

**Jim Kindle  
Dale Bates  
David Gunderson  
JoAnna Lamb  
Corey Sweeney  
John Bowles  
Adam Doherty  
Kraig Cutsforth  
Chad Doherty  
Steve Rhea  
Bill Kuhn**

**Absent: None**

**Members of the Public: Sharon Inskeep, Paul Marbry, Paul Lauritsen, Barb Orwick (on zoom)**

**1. GENERAL BUSINESS**

A. Call to Order. Jim Kindle called the November 14, 2022 meeting of the City of Heppner City Council to order at 7:00 PM.

B. Pledge of Allegiance. Jim Kindle led attendees in the Pledge of Allegiance to the Flag.

C. Announcements – None

D. Correspondence - None

E. Requests - None

F. Presentations – None

**2. COMMUNICATIONS FROM THE PUBLIC**

1. Barb Orwick

Barb Orwick was on zoom but the connection was bad. There was no report.

**3. CONSENT AGENDA**

A. October 10, 2022 City Council meeting minutes.

Motion to approve the minutes by Dale Bates. Seconded by Joanna Lamb. Motion Carried

B. Approval of Monthly Bills

Motion to approve the monthly bills by Adam Doherty. Seconded by John Bowles. Motion Carried

C. Financial Statement – For information only

**4. REPORTS**

A. Fire Chief Report

- 6 Lift Assists
- 6 Secure landing zone
- 3 Search and Rescue
- 1 Residential Alarm
- 1 Water Flow Alarm at Lakeview Heights
- 1 Smoke filled house on Dee Cox Rd
- 3 False Alarms at the Grade School
- 1 Natural Vegetation fire in Heppner
- 1 Motor vehicle accident report, unable to locate
- 1 Civil dispute to light a fire
- 36 Chief calls

Conducted burning of natural vegetation in town. Working on ISO survey review. Sent in the contract to purchase a Type 3 Engine for RFPD. Completing a VFA Grant Award Purchase of loose equipment. Completed a 2 day class in Hermiston on assessing structure ignition potential from wildfire taught by National Fire Protection Association. 164 Service calls to date.

B. Morrow County Sheriff's Department

John Bowles read the report. There were 508 hours for October. They appreciated assistance with Search & Rescues from the Fire Department. There are a few areas where calls are up. They will be keeping an eye on that. Dog issues are up. Some dogs have been taken to Pet Rescue. Sheriff Matlock retired November 1<sup>st</sup>. John Bowles was appointed as Sheriff by the Board of Commissioners. John Bowles swore in Brian Snyder as Undersheriff on November 10<sup>th</sup>.

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

Water Dept. – Replaced water meters at 125 Quaid, 220 Chase, 365 Gilmore, 440 Water, 515 S Court, 168 Main St, 235.5 Linden Way, 380 E Aiken, 458 Morgan and 570 Jones Street. Centurylink repaired the phone line near Well #3. Had Simtek check all of the telemetry components. Telemetry still doesn't work. Removed most of the trees around Well#1. Put together a pressure valve list for Anderson Perry. Adjusted wells manually for the winter. Installed a new water service for 610 ½ Alfalfa St. Replaced a broken meter box on Cannon St.

Sewer Dept. – Cleaned the contact basins once. Did 6 septic dumps. Finished annual biosolids hauling. We hauled for two days and 5 loads in October. The total gallons hauled this season were 139,900 gallons. Repaired a storm sewer manhole on Thompson St. The manhole has concrete that had broken off around the top ring. Unplugged a clogged sewer on Thompson St. Unclogged the dump drain on the biosolids truck. Mapped out Sewer services on Gale, Jones, Water and Chase Street.

Streets Dept. – Removed some sucker trees from the side of the Gale Street Bridge to improve visibility of oncoming traffic. Cleaned off and cleaned out storm drains after the last heavy rain. Filled in pot holes on Canyon Drive and Shobe St. Cleaned up some spoils left on Chase Street. Filled in behind the new curb on Willow View Drive that was part of the project that wasn't finished.

Parks Dept. – Took down the Soccer goals at Hager Park. Removed the hanging baskets for the season. Changed out the rusted spray frame on the Ranger.

Shop Dept. – Dave has been at CDL school since the 17<sup>th</sup>. His last day is November 14<sup>th</sup> and his test is scheduled for November 29<sup>th</sup>.

Chad has been working on the Recycled Water Plan, Biosolids Management Plan, and Hauled Waste Management Plan. These reports are a condition of the permit we have. He is reviewing them and sending to DEQ.

D. City Manager Report

Had meetings with Chamber, WCVEDG, ODOT, and County Planning.

Worked with Anderson Perry on the sewer project and for the updated Water Master Plan.

Visited with ODOT on the SCA grant application and HB 2017 Project.

Working with Ferguson Engineering on Jones Street project wrap up.

Spoke to Anderson Perry about an RFP for the Water Telemetry System. Sent several letters to people out of compliance with code.

Worked on a December City Planning Commission meeting.

Updated SAM's registration for the year.

Set up a meeting with a company offering security camera solutions for towns.

Worked on a lot adjustment for a property. Worked on a list of items to do for the city current and in the future.

Ordered five trees for Main Street and two for the park. Had a Zoom meeting with a group developing Natural Hazards update study.

Had a Zoom meeting with Housing Inventory Project group.

Reviewed the final draft of Water Management and conservation plan.

Visited with the Fire Chief about some different subjects.

Looked for a street sweeper for Public Works.

The psilocybin mushroom measure passed. Will be working on figuring out what the next step is.

## **5. PUBLIC HEARINGS -None**

## **6. BUSINESS**

### **A. Old Business**

1. Sewer Project Update – Still working on this. Next month there will be a meeting with Business Oregon. They are working on the Treatment Plant portion of the project.
2. Water System Update – No change.
3. Street Project Update – Premier hasn't been back to finish yet. It is pretty close to being done. Public Works is finishing a few things that they didn't do. Kraig is waiting for a bid on chip sealing Riverside Avenue from Morrow County.

### **B. New Business**

1. Resolution 1047-22, A Resolution Amending the City Manager Agreement of Kraig Cutsforth Dated April 22, 2019 to add the City will Offer up to Nine Months Additional Health and Life Insurance Premium Coverage.

Motion to approve Resolution 1047-22, A Resolution Amending the City manager Agreement of Kraig Cutsforth Dated April 22, 2019 to add the City will Offer up

to Nine Months Additional Health and Life Insurance Premium Coverage by JoAnna Lamb. Seconded by Adam Doherty. Motion Carried

2. Donation of land to the City of Heppner.

Kraig owns a small piece of unusable land near the bridge at Alfalfa Street in the creek. He would like to donate it to the City. The city will pay the \$96.00 recording fee. Bill Kuhn instructed that there needs to be a notarized statement of acceptance to make it legal.

Motion to accept the land being donated to the City by Kraig Cutsforth by David Gunderson. Seconded by JoAnna Lamb. Motion Carried

**7. MINUTES OF COMMISSION MEETINGS –**

**8. REPORT FROM CITY ATTORNEY –** No problems, no report.

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

**10. ADJOURNMENT –** Meeting adjourned at 7:26 PM