

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM APRIL 11, 2022**

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

ATTENDEES:

**Jim Kindle
Corey Sweeney
John Bowles
Dale Bates
David Gunderson
Adam Doherty
Kraig Cutsforth
Chad Doherty
Bill Kuhn
Eric Chick**

Absent: JoAnna Lamb, Steve Rhea

Members of the Public: Dave Sykes, Barb Orwick, Dennis Wisser.

1. GENERAL BUSINESS

A. Call to Order. Jim Kindle called the April 11, 2022 meeting of the City of Heppner City Council to order at 7:02 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 – Lisa Bunce, Animal Permit for 6 chickens. David Gunderson lives next door. He does not have any problem with her having chickens. There is a big yard but the structure is right next to his fence that is 25' from his bedroom window. The structure is not very nice. There is not anything keeping them from jumping over the fence and wandering the neighborhood. The Council did not make a motion on the matter. There needs to be improvements in order to keep the chickens contained before it is approved.

F. Presentations – None

- 2. COMMUNICATIONS FROM THE PUBLIC** – Barb Orwick spoke for the Neighborhood Center. She doesn't want people to be under the misunderstanding that they are helping the same people all of the time. That is not true. They helped 166 people. Forty-six of those were people that had come in twice that month. They help people with rent, electric bills and water bills. They will pay up to about \$75 for water. They only help pay those kind of bills once a year. They can always use volunteers and donations.

The MS walk will be on April 30th. It will start at Hager Park at 10 AM. They will make their way to City Park.

3. CONSENT AGENDA

- A. March 14, 2022 City Council meeting minutes.

Motion to approve the minutes by Corey Sweeney. Seconded by John Bowles.
Motion Carried

- B. Approval of Monthly Bills

Motion to approve the monthly bills by David Gunderson. Seconded by Corey Sweeney. Motion Carried

- C. Financial Statement – for information only

4. REPORTS

- A. Fire Chief Report

Eric Chick read the report.

- 2 Lift assists
- 1 Cancelled enroute MVA
- 1 Smoke check at Mt. Glen Apts.
- 6 Secure landing zone
- 1 Structure fire on Gilmore St.
- 1 Tree fire on water street
- 13 Chief Calls

Conducted burning of natural vegetation. Conducted 5 smoke detector installations. Conducted an arson investigation with OSP and MCSO (Gilmore St). Finished updating SOP manual.

B. Morrow County Sheriff's Department

John Bowles read the report. There were 583.5 hours for the month of March. Agency Assists and Citizen Assists are up.

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

Water Dept. – Chad attended a conference for CEU in Sunriver. Completed CEU for Cross Connection Specialist recertification. Finished getting the requirements done from Oregon Drinking Water site visit. The last task was to get the master meter in and make the chlorine chemical pump flow proportioned to the new master meter. Worked on making a master list of water meters in the ground and getting them mapped on GIS. Completed the annual backflow report and emailed it to Oregon Drinking Water. Replaced water meters at 295 S Chase and 125 S Chase. Fixed a leak at the old pool water sample station. Replaced the broken Fire Hydrant on the corner of South Chase and Matlock Streets.

Sewer Dept. – Cleaned the contact basins twice. Did 9 septic dumps. Cleaned sewers on S Court and S Chase. Cleaned the effluent tank at the Golf Course in preparation for irrigation season. Replaced trickling filter pump. Sent broken pump in for repairs.

Streets Dept. – Got ready for the St. Patrick's Celebration. Swept streets, set up and removed parade barricades, put out the Irish flags, set up the food court with extra picnic tables, added extra garbage cans and emptied garbage all weekend. Took the Irish banners down. Cleaned and spread gravel at Chase St. lot. For overflow parking during St. Pats.

Parks Dept. – Installed new tree drip lines. Turned on Main St. irrigation and fixed leaks in the line. Turned on Plaza and Hager Park irrigations. Fertilized plaza and Hager Parks. Thatched Hager and Plaza Parks. Started mowing parks. Edged Plaza Park. Moved sprinklers for better coverage at Hager Park. The crew refinished the George Waterland Memorial sign at the field by the Willow Creek Dam.

Shop Dept. – Installed a new headache rack and light on the new Ram 2500.

Other – Scott Lamb resigned. Annabelle McDaniel took the job. She will work 30 hours a week until she finishes her Associates Degree. There was another great candidate and he was hired.

D. City Manager Report

Had meetings with Chamber, WCVEDG, ODOT on projects.

Worked with the County Grant writer on Water Grant application. Application made.
Worked with Anderson Perry on sewer project and the updated Water Master Plan.
Spoke to people about property development zoning in the city.
Participated in several Zoom meetings.
Spoke with WCVEDG about removing a house. Got round 1 results for grant application to SRTS (ODOT)
Received reimbursement request funds from Business Oregon on Sewer.
Helped prepare request for water funds to Ron Wyden.
Worked on Budget and workshop information.
Worked on ARPA reporting to US Treasury.
Held a Planning meeting.
Participated in UI appeal hearing.
Chaired All Entities Chamber meeting luncheon.
Attended Amazon meeting.
Attended County Commissioners meeting.
Will be attending Regional LOC meeting in Irrigon on April 13th.
Will be attending LOC Semiannual meeting in Hermiston on April 21 and 22.
Attended the Bull Riding event on March 19th.

AllPaid is the company we use for credit/debit card payments. They have notified us that the fee will go up from 2.65% to 2.95%. It is still lower than what other companies charge. A lot of people are using it. In the future as we raise some of our utility fees we may be able to take on that cost and offer more services instead of the customer paying for it.

5. BUSINESS

A. Old Business

1. Sewer Project Update

A. Agreement for Engineering Services- There is an agreement with Anderson Perry that needs to be signed for the Biosolids Management Plan and Recycled Water Use Plan.

Motion to accept the agreement for Engineering Services from Anderson Perry by Corey Sweeney. Seconded by David Gunderson. Motion Carried

2. Water System Update

Kraig has applied for as many grants as he can. We need to get the telemetry system replaced.

3. Street Project Update

They will not be back until June. They are waiting until school is out.

B. New Business

1. Budget Calendar

The Budget Calendar looked good to the Council.

2. Planning Commission meeting

Two shed requests were granted. A double wide was approved on Aiken Street. The oversized outbuilding on the same property was not approved. They do have the option to get a smaller outbuilding without going through Planning. Dieter Waite resigned as he has moved out of City limits. Jim needs to look for a replacement for him.

6. MINUTES OF COMMISSION MEETINGS - For information only

7. REPORT FROM CITY ATTORNEY – He has been working on an adjustment on the procurement ordinance to raise it from \$5,000 to \$10,000.

8. REPORT FROM MAYOR, CITY COUNCILORS - None

9. ADJOURNMENT – Meeting adjourned at 7:40 PM