

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING  
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON  
7:00 PM May 9, 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  
JoAnna Lamb  
Kraig Cutsforth  
Chad Doherty  
Bill Kuhn  
Eric Chick**

**Absent: Steve Rhea**

**Members of the Public: Dave Sykes, Sharon Miller, Joshua Tarvin.**

**1. GENERAL BUSINESS**

A. Call to Order. Jim Kindle called the May 9, 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 – Barnett & Moro letter of engagement will be added to new business.

D. Correspondence - None

E. Requests

1. Joshua Tarvin, Animal permit for 4 dwarf goats and 8 chickens.  
Joshua no longer wants a permit for the chickens, he is now just requesting a permit for the 4 dwarf goats.

Motion to approve an Animal Permit to Joshua Tarvin to keep 4 dwarf goats at 810 Fairview Way by John Bowles. Seconded by Corey Sweeney. Motion Carried

2. Lisa Bunce, Animal Permit for 6 chickens discussion.  
Lisa asked to be on the agenda but she did not show up.

Kraig would like to work on getting better guidelines for granting Animal Permits.

F. Presentations – None

2. **COMMUNICATIONS FROM THE PUBLIC** – Sharon Miller asked permission to use Thomson Square and for Willow Street to be closed off from 4:00-10:00 PM for the June 3<sup>rd</sup> First Friday event. This would be for the street beside Murrays only. The Council gave permission.

3. **CONSENT AGENDA**

- A. April 11, 2022 City Council meeting minutes.

Motion to approve the minutes by Dale Bates. Seconded by John Bowles. Motion Carried

- B. Approval of Monthly Bills

Motion to approve the monthly bills by David Gunderson. Seconded by Adam Doherty. Motion Carried

- C. Financial Statement – for information only

4. **REPORTS**

- A. Fire Chief Report

Eric Chick read the report.

This has been a very slow month.

- 1 Lift assist
- 2 Secure landing zone
- 2 Motor vehicle accidents
- 2 Vehicle fires
- 18 Chief Calls

Still conducting burning of natural vegetation. Did 13 smoke detector installations. Thirteen Firefighters attended the Spring School at BMCC. Finished updating the SOP manual. Updating our Pre-Fire Plans with Commercial Buildings in the City.

The Fire Department would like to purchase a new command vehicle as the one that Eric drives will not last much longer. There are funds in the budget and the Rural Fire District will help cover the cost.

Motion to approve the purchase of a new command vehicle by Dale Bates.  
Seconded by JoAnna Lamb.

#### B. Morrow County Sheriff's Department

John Bowles read the report. There were 383.5 hours for the month of April. The only thing that is really up for the month is dog complaints. Morrow County Sherriff's office is now accredited for patrols and dispatch.

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

Water Dept. – Installed two new water sample test stations at Hager Park and the Fountain by Morrow County Fairgrounds. Worked on a master meter list and water mapping. We are pretty close to having the mapping finished for water. Installed new water meter at 410 Frank Gilliam Drive and replaced water meters and radios at the Post Office and Blondie Salon. Repaired a water leak on Linden Way.

Sewer Dept. – Cleaned the contact basins twice. Did 10 Septic dumps. Replaced 34 nozzles on the Trickling Filter at the Waste Treatment Plant.

Streets Dept. – Hauled spoils from the City Yard to the dumpsite on Balm Fork. Had one large snow event. We had to reinstall the plow.

Parks Dept. – Removed and refinished the City of Heppner sign at Heritage Plaza Park. It is back up and looks great. Moved the light for the sign into the flower box as it kept getting hit by the lawn mower. Continued to work on a new irrigation line at Hager Park. We just need it to dry out so we can finish the rest. Installed irrigation for a new tree at Heritage Plaza. Removed fallen trees by the school lower field and limbs at City Park from the snow event. Sprayed broad leaf at Memorial Park and the Sewer Plant. Started up mowing and weed trimming season, between rainy days.

Shop Dept. – Replace brakes in-house on the 2018 RAM 1500. Out a snow break on the roof of the Public Works office. City of Heppner decals were installed on the 2021 RAM 3500 and the 2018 RAM 2500.

Other – Community Cleanup will be from May 20 thru May 31. This is only for residents within the city limits.

## D. City Manager Report

The \$200,000 from Morrow County through Amazon arrived today.  
Had meetings with Chamber, WCVEDG and Morrow County on projects.  
Worked with AWWA on Water Management Plan.  
Worked with Anderson Perry on the sewer project and for updated Water Master Plan.  
Spoke to people about property development zoning in the city.  
Participated in several zoom meetings.  
Reviewed results for grant application to SRTS (ODOT) round 2.  
Worked on the Budget and workshop information.  
Completed ARPA reporting the US Treasury.  
Attended County Commissioners meeting.  
Attended Regional LOC meeting in Irrigon on April 13<sup>th</sup>.  
Attended LOC Semiannual meeting in Hermiston on April 21 and 22.  
Reviewed Purchase limit ordinance with the City Attorney.  
Completed CIS insurance renewal form.  
Mustang Cleanup will be held June 8<sup>th</sup> this year.  
Visited with Representative Greg Smith.  
Continue to look for a Street Sweeper.  
Visited with a Hospital Board member about a landing fee for the Fire Department.

## 5. BUSINESS

### A. Old Business

#### 1. Sewer Project Update

Kraig is working on meeting with the landowners to keep them informed.  
Anderson Perry is still working on it.

#### 2. Water System Update

Kraig is working with the landowner on the placement of a water tank.

#### 3. Street Project Update

No change, they will be back in June when school is out. They will be doing Jones, Willow Street, Willow View Drive and finishing the punch list.

#### 4. Budget Calendar

The first Budget meeting will be on Tuesday May 31<sup>st</sup> at 6:00 PM. The date has been changed to fit into some of the Committee members schedules.

5. Review Ordinance 588-22, An Ordinance Amending Portions of Heppner City Code Section 1-13-5 and 1-13-8 Regarding Public Contracting Regulations and Declaring an Emergency.

This will increase purchasing from \$5,000 to \$10,000 without requiring a bid process or council approval. Tank cleaning, parts etc. are now above \$5,000. There will be a Public Hearing at the June Council Meeting.

## **B. New Business**

1. Discussion on fee for Helipad to cover Fire Hall expense

Every time that the Helipad is used the Fire Department is dispatched to secure the landing zone. The Fire Department sends 3-5 people and 2-3 trucks. This costs the city approximately \$250 each time. With a yearly cost of about \$8,000 to \$10,000. The hospital could choose to secure it on their own. The City should charge for this and try to recover some of our costs. The hospital charges patients \$1,000 to transport from their building to the helipad. Kraig will work on a Resolution for the next meeting.

2. We just received the letter of Engagement Contract for Barnett & Moor, the city auditors. This will run thru 2024 with the same terms.

Motion to approve signing the Letter of Engagement with Barnett & Moro by Adam Doherty. Seconded by JoAnna Lamb. Motion Carried

## **6. MINUTES OF COMMISSION MEETINGS - For information only**

**7. REPORT FROM CITY ATTORNEY** – He has been working on the Ordinance. He will have an update on the Dog Park next month.

**8. REPORT FROM MAYOR, CITY COUNCILORS** - Dale attended the LOC meeting in Hermiston. He said that we are fortunate in Heppner. Council members in other cities are required to do much more than we do here.

**9. ADJOURNMENT** – Meeting adjourned at 7:53 PM