

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM SEPTEMBER 12, 2022**

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

ATTENDEES:

Jim Kindle

Dale Bates

David Gunderson

JoAnna Lamb

Kraig Cutsforth

Chad Doherty

Bill Kuhn

Absent: Corey Sweeney, John Bowles, Adam Doherty, Steve Rhea

Members of the Public: Barb Orwick, Sharon Inskeep, Mac Hoskins, Kathy Turner, and Dave Sykes

1. GENERAL BUSINESS

A. Call to Order. Jim Kindle called the September 12, 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 – Barb Orwick spoke for the Neighborhood Center. Last month they gave out 204 food boxes. A few new families received it for the first time. Most of them are elderly and are on a fixed income. Two families received help with rent. Four families received \$20 emergency fuel vouchers. They need donations of deodorant, dish soap, laundry detergent, cat and dog food. They still need volunteers; it makes a difference even if it's just for a few hours.

3. CONSENT AGENDA

A. August 8, 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 David Gunderson. Seconded by Dale Bates. Motion Carried

Kraig commented that the bank balanced is 2.5 million. It is the highest it's been since he's been here. That is mostly due to the \$500,000 from the State, \$200,000 from CREZ. The City Hall building has been paid off.

C. Financial Statement – for information only

4. REPORTS

A. Fire Chief Report

- 5 Lift Assists
- 5 Secure Landing Zone
- 1 MVA without extrication
- 1 Illegal burn
- 2 Mutual aid to lone vegetation fire
- 1 Mutual aid for the Pendleton Flour Mill Fire
- 1 Mutual aid to Gilliam County for a vegetation fire
- 1 Hay stack fire
- 1 Ventilate cooking smoke
- 1 Propane smell
- 2 False alarms
- 1 Kitchen fire at St. Pat's Senior Apartments
- 22 Chief Calls

Conducted burning of natural vegetation in town. Working on the ISO survey review. Working on specifications for purchase of a Type 3 Engine. Working on a Grant for OSFM Type 3 Engine. 125 service calls to date.

They have been looking for a new Command Vehicle. They got a bid back and rural Fire will pay for half of it. The bid was under \$42,000. There will be an additional cost for lights, sirens, and radios etc.

Motion to approve the purchase of a new response vehicle with 50% to be paid by Rural Fire by Dale Bates. Seconded by David Gunderson. Motion Carried

B. Morrow County Sheriff's Department

Jim Kindle read the report. There were 494.5 hours for August. Traffic stops are up. Citizen assists have doubled.

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

Water Dept. – Continued working on new meter vault for Well #1. Fixed a water leak on Cannon St. Replaced a meter box at 377 S Chase St. Moved two meters on Jones Street for the street project. Fixed a broken water meter at 505 Cowins St. Installed a new Fire Hydrant on Willow View Drive. Went through and updated the backflow list with Tarina. Oregon Backflow will be here on September 19th. Painted fire hydrants on Riverside Ave. Continued mapping the water system.

Sewer Dept. – Cleaned the contact basins twice. Did 15 Septic dumps. Cleaned the sewer line on Shobe Street due to a possible plug. Painted railings and concrete outside of vaults at Sewer Plant.

Streets Dept. – Took the Rodeo Banners down. Moved the storm drainpipe by the lower field at the Grade School. Swept downtown in preparation for the Rodeo Parade. Set up and took the barricades down for the Rodeo Parade. Removed tree limbs hanging over Morgan Street Bridge. The limbs hanging over on the corner of Main and May Street by Les Schwab. Removed a dead tree in front of Murrays.

Parks Dept. – Fertilized flower baskets multiple days. Turned on Hunters Water at Heritage Plaza Park. Hunters Garbage cans were delivered. Applied broadleaf killer at Hager and Plaza Parks. Fixed sprinklers at City Park from the oil tank removal and planted grass. Trimmed overgrown trees from behind the library and removed fallen trees from Willow Creek.

D. City Manager Report

Had meetings with Chamber, WCVEDG, ODOT, and County Planning.
Worked with Anderson Perry on the Sewer Project and for updated Water Master Plan. Submitted with ODOT on SCA grant application.
Working with Ferguson Engineering on Jones Street Project.
Worked with Greg Smith's office to complete any additional items in regards to the appropriation the city received.
Worked with Premier Construction on the Jones Street project.
Spoke to Anderson Perry about an RFP for the Water Telemetry System.
Visited with the Engineer on the Jones Street configuration.

Got all of the Election forms to the County for filing.
Took some time off to prepare to move and for an illness.
Met with Personnel Committee on the Oregon Paid Leave program.
Worked with the City Auditor on the annual audit information.
Worked with the School in regards to the use of Willow Drive for traffic.
Sent several letters to people out of compliance with code.
Worked with the Fire Department in acquiring a new first response pickup.
Received the remaining funds from ARPA.

5. PUBLIC HEARINGS -None

6. BUSINESS

A. Old Business

1. Sewer Project Update – It is moving along. There will be an update during the Executive Session.
2. Water System Update – The Water Conservation Plan is almost finished. Working on the Water Master Plan. Anderson and Perry were here and worked with Chad.
3. Street Project Update – Paving will start tomorrow. First on Jones Street, then Willow View Drive, and finishing the other spots from last year. They should be here for two days. In about a week, the cement and flat work will be completed. Then the punch list items will be completed.
4. Psilocybin Mushroom Ordinance info

The information got up to the Elections office to be on the November ballot.

B. New Business

1. Resolution 1046-22, A Resolution Adopting an Addition to the City of Heppner Personnel Policy Manual (Paid Leave Oregon)

The State of Oregon will start taking the money out of paychecks in October. This is not optional. The program starts next September. It is a paid leave program for everyone who is employed. There is about a 1% impact. At the Personnel Committee meeting, they recommended that the city cover the employee cost as a benefit to the employees.

Motion to approve Resolution 1046-22, A Resolution Adopting an Addition to the City of Heppner Personnel Policy Manual by Joanna Lamb. Seconded by Dale Bates. Motion Carried

7. MINUTES OF COMMISSION MEETINGS - For information only

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

9. REPORT FROM MAYOR, CITY COUNCILORS - None

10. ADJOURNMENT – Meeting adjourned at 7:28 PM

11. EXECUTIVE SESSION ORS 192.660 (2) (e) TO DISCUSS A POSSIBLE PROPERTY TRANSACTION AND ORS 192.660 (2) (f) A PERSONNEL ISSUE