

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM FEBRUARY 13, 2023**

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

ATTENDEES:

**Corey Sweeney
JoAnna Lamb
Cody High
Dale Bates
Sharon Inskeep
Kraig Cutsforth
Chad Doherty
Steve Rhea
Bill Kuhn**

Absent: Adam Doherty, John Bowles

Members of the Public: Kim Cutsforth, Nathen Braun, Justin Hoefft, John Doherty, Barb Orwick

On Zoom: Heppner Gazette

1. GENERAL BUSINESS

- A. Call to Order. Corey Sweeney called the February 13, 2023 meeting of the City of Heppner City Council to order at 7:04 PM.
- B. Pledge of Allegiance. Corey Sweeney led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements – Agenda Item #2 Under New Business is a duplicate of Item 4, it will be deleted.
- D. Correspondence - None
- E. Requests

1. Kim Cutsforth: Howard and Beth Bryant Foundation

A couple years ago, Kim had approached the council about putting in a miniature golf course at the old city pool property. The Bryant Foundation will partner with Willow Creek Park District to build and maintain it. They are back on track and want to move forward. Corey said there are two potential problems. One is the city is trying to find a location for the Circuit Court in Heppner. We offered four

properties in Heppner to them. That site is one of them though it may not be feasible. Kim said that the property is in a flood area. The mini golf course will be ok for floods because it is bare ground and the existing trees will stay. The other issue is if there is a deed restriction on the property. That will have to be researched. There is time to look at it as she is not starting right away.

Heppner Daycare is looking for a new location. They don't have enough room. If the Circuit Court does not take the lot at May and Chase Street, that would be a perfect location for them. The flood level is 1'. It can be developed easily with just a 2' elevation. Cody asked if there was a deed restriction could the City enter into an agreement? Kim said they would prefer to have ownership so they will not cause any problems for the city. It is possible that there may be a way around it because it's going from a park to a park, or public entity to public entity.

2. Concerned Citizens of Chase Street – Did not show up to the meeting.

F. Presentations – Installation of Councilors

Mayor Corey Sweeney swore in Councilor Cody High.

2. COMMUNICATIONS FROM THE PUBLIC – Barb Orwick gave a report for the Neighborhood Center. They gave out 205 food boxes in January. Four families received clothing and shoes, one electricity assistance, one with water, four got gas money. They need donations of canned soup, chili, tuna fish, and jars of pasta sauce. Paper and plastic bags are always needed.

Justin Hoefft said that the Wenberg property on Cowins Street is really getting out of control with garbage etc. The city should step in and do something about it.

3. CONSENT AGENDA

A. January 9, 2023 City Council meeting minutes.

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

B. Approval of Monthly Bills

Corey asked about the \$12,000 payment to Ferguson. This was the close out bill.

Motion to approve the monthly bills by Cody High. Seconded by Dale Bates. Motion Carried

C. Financial Statement – For information only

4. REPORTS

A. Fire Chief Report

Steve Rhea read the report.

4 Lift Assists

1 Secure landing zone

1 Structure fire (City)

1 Propane Smell

1 EMS Call CPR assist

1 Body removal assist in lone

1 Tree fire (City)

1 Controlled burn not called in

65 Chief Calls

Still working on ISO survey review. Awaiting Ready to Build with Options of a Type 3 Engine for RFPD. Completed VFA Grant award purchase of loose equipment. Wrote 2 Grants for Community Wildfire Risk Reduction with OSFM. One for City Protection and the other for the WUI at Blake's Ranch. The City protection grant is for an herbicide application for 100 acres around the city. It will take out the annual grasses and leave the perineal grass. It will take out rye, cheat, and foxtail. There might be some broadleaf control, which would take out the mustard, tarweed and things of that nature. The Blake's Ranch portion is to rent a chipper for fuels reduction this spring.

205 calls for service in 2022. 174 Calls in 2021.

316 total Chief calls for 2022. 267 calls for 2021.

A cable broke on one of the lift doors. The door fell the whole height of the building, which is about 2 stories. It is a total loss. No one got hurt and only the door was damaged. There is a distributor in Gresham that has a replacement. It was turned in as an insurance claim. Steve is working on setting up an annual maintenance program for the doors.

B. Morrow County Sheriff's Department

Nathen Braun read the report. There were 505.5 hours for January. Hours are a little high as the new deputy is riding with Deputy Thomas. The new Deputy will be going to the academy in May. Calls were down a bit. There were 4 dog calls. Not a lot going on for the month of January.

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

Water Dept. – Started working on updating Water Emergency Response Plan. Chad and City Manager completed a Request for Proposal for Professional Services Integrator of Record to upgrade and take of water and wastewater telemetry. Received one call back from the RFP and took the company on a tour of the city facilities. Worked on the Master Meter list. Called to a water leak at 350 Aiken Street. Replaced a broken water meter, fixed the service line and replaced the meter box.

Sewer Dept. – Cleaned the contact basins once. Did 13 Septic dumps. Completed yearly Recycled Water Report and turned into DEQ. Attended LEPC meeting in Boardman. Trickling filter pump went out twice and we replaced twice. Attended Willow Creek Country Club annual meeting. To let them know of expiring contract and our intent to renew the contract. Fixed a plug on the secondary clarifier.

Streets Dept. – Sanded and plowed the streets one day. Removed Christmas decorations from downtown. Removed stumps and planted five trees on Main and May Streets. Removed three very old street signposts on Gilmore Street.

Parks Dept. – Removed all Christmas lights from the parks. Removed willow trees from inside the fence at Hager Park. Planted two trees in city parks.

Shop Dept. – Received the John Deere mini 35D. Parkins door fixed the shop door at Public Works office. Had an employee put in two weeks' notice. We have begun the process to fill this position.

Chad wants to get the play equipment at City Park replaced. He has approached Kim Cutsforth to help with funding/grants. It is on the City Goals and this will be discussed during a Council Work Session.

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.
Visited with ODOT on HB 2017 project extension.
Worked on list of items to do for the 2023 City Goals.
Had Zoom meeting with a group developing Natural Hazards update study.
Had Zoom meeting with Housing Inventory Project group.
Reviewed final draft of Water Management and Conservation Plan.
Visited with the Auditor on some different subjects about the audit.
Looked for a street sweeper for Public Works.
Worked on Public Works garage doors repair and lift installation.
Worked on recruitment for Public Works position.
Placed an RFP on City Water Telemetry System.
Worked on the internet and email issues.
Helped the Fire Department with fixing a lift door.
Made applications to paint the Shamrock and Parade for St Pats.

Worked on information regarding the burned house.
Worked on investment policy for the city.
Met with County to get street work bids for 2023.
Had Zoom meeting with security camera company.
Held goals meeting with the Council.

Cody High said he noticed that Anderson Perry will be in Lexington on Thursday evening. He wondered if it was possible for them to stop in Heppner during the Council work session on Friday morning, if they were staying overnight. Kraig said he would call and ask.

5. PUBLIC HEARINGS -None

6. BUSINESS

A. Old Business

1. Sewer Project Update – Anderson Perry is still working on it.
2. Water System Update – They will be working on this more when the Sewer plans are done.
3. Street Project Update – Currently we are holding \$200,000 in retainage with Premier. Kraig thinks that is a little steep and wants to pay them at least \$100,000 of it. The striping still has not been completed. They are not asking for the money yet but Kraig says that they will. The Council decided to continue to hold the 5% as stated in the contract until the issue with the striping is resolved. Premier knows the job is not complete. Kraig will call them and talk to them. This will be discussed at tomorrow's Utility Commission meeting.
4. Premier Closing Bill – Covered in Street Project Update
5. Work Session Reminder: February 17 at 9:00 AM

B. New Business

1. Elect a City Council President

Motion by Cody High to elect Adam Doherty as Council President. Seconded by Sharon Inskeep. Motion Carried.

2. Appointment for Council Position #2 application review

All of the applicants are strong candidates. One applicant was excluded, as they were not present. The Councilors voted by giving the application of their choice to Mayor Sweeney. The votes were 3 to 1 in favor of John Doherty.

Motion by Cody High to appoint John Doherty to Council Position #3.
Seconded by Sharon Inskeep. Motion Carried

3. Resolution 1051-23, A Resolution Adopting the City Council's Goals for 2023.

Cody requested a wording change to goal #6 from "Fill inevitable vacancy with possible job description change to include grant responsibilities" to read "Fill inevitable vacancy with possible job description update". Grant writing is included in the City Managers hiring requirements and under the duties.

Motion to approve Resolution 1051-23, A Resolution Adopting the City Council's Goals for 2023 with changes by JoAnna Lamb. Seconded by Cody High.
Motion Carried

7. MINUTES OF COMMISSION MEETINGS – For information only.

8. REPORT FROM CITY ATTORNEY – No activity to report.

9. REPORT FROM MAYOR, CITY COUNCILORS - None

10. ADJOURNMENT – Meeting adjourned at 8:10 PM