

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM APRIL 10, 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
Eric Chick
Bill Kuhn**

Absent: Adam Doherty, Steve Rhea

Members of the Public: Nathen Braun, Barb Orwick

On Zoom: John Doherty, Jack Malek

1. GENERAL BUSINESS

- A. Call to Order. Corey Sweeney called the April 10, 2023 meeting of the City of Heppner City Council to order at 7:00 PM.
- B. Pledge of Allegiance. Corey Sweeney led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements - None
- D. Correspondence – Dieter Waite: Heppner Elementary School

Dieter Waite is requesting permission to close Stansbury Street for up to one hour twice a day for students to safely cross the street. It would probably be for about 30 minutes, and would be between 7:30 and 8:30 am and 3:00 and 4:00 pm. Staff members would block off the street and be present during the whole time. Traffic would be directed through the parking lot to turn around. If an emergency vehicle needed to get through, they would move the barriers and keep the kids safe. This request is because people dropping off and picking up students are not stopping at the stop sign, stopping in the crosswalk area or doing U-turns, as well as regular thru traffic.

Chad asked if it was possible to get more patrols and educate people before shutting down the access to that part of town? Cody is concerned that there is a potential to create issues with closing the street. Not everyone will go into the parking lot to turn around as instructed. The School is asking for the City's help for a safety issue. For two hours or less a day, it's not too much to ask for people to avoid the area.

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

E. Requests – Alicia Brundidge, Animal Permit for 6 hens and 5 ducks.

Alicia Brundidge is requesting an Animal Permit to keep 6 hens, 4 ducks and one drake. Joanna commented that she previously had ducks and unlike chickens they do not quiet down at night. They quack all night long. It could be a problem for the neighbors. The council suggests that Alicia contact her neighbors and ask if they object, if not ducks could then be permitted by the Council.

Motion to approve only the 6 hens at this time by Sharon Inskeep. Seconded by Joanna Lamb. Motion Carried

F. Presentations – None

2. COMMUNICATIONS FROM THE PUBLIC

Barb Orwick told the council that the MS Walk will be held on April 29th. It will start at Hager Park at 10:30. They will walk to City Park by the Library. They will take photos along the way and end at Bucknum's for a no host meal.

The Neighborhood Center gave out 206 food boxes in March. They have 20 volunteers and are very busy. Lisa Patton has resigned her position. Kelly Fritz has been assigned as Interim Coordinator. Kelly has been running the food pantry for a couple of years. Due to the staffing changes they will be closed on Mondays in April. They will be opening at 10:30 instead of 9:30. They are requesting no donations with the exception of food during April. They are always in need of volunteers.

3. CONSENT AGENDA

A. March 13, 2023 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 Sharon Inskeep. Seconded by Joanna Lamb.
Motion Carried

C. Financial Statement – For information only.

4. REPORTS

A. Fire Chief Report

5 Lift Assists
5 Secure Landing Zone
1 Smoke Check on Morgan Street
1 Chimney Fire in the City
2 Controlled Burns not called in
1 Motor Vehicle Accident cancelled enroute
1 Fire in lone cancelled enroute
4 Out of Control Burns in rural
1 Water Flow Alarm Malfunction
1 Motor Vehicle Accident, non injury
36 Chief calls

Still working on ISO Survey Review.

Awaiting Ready to Build with Options of a Type 3 Engine for RFPD.

Received a Grant from Oregon State Fire Marshal for a Tactical Tender, possible delivery in December 2023.

Received 5 AED's from a Grant with the Health District.

Awaiting 2 Grants for Community Wildfire Risk Reduction with OSFM One for City Protection and the other for the WUI at Blake's Ranch.

Received 502's new command vehicle.

Sent 4 firefighters to the Oregon Trail Training Association, Hazmat Training, Friday night, Saturday and Sunday.

Cody asked if there are any fire hydrants that are not easily accessible. There is one that is an ongoing issue on South Main Street. The resident has blocked off the area that used to be a road between two properties. It is inaccessible and they would have to pull a hose to get to it. What can be done to gain better access to the hydrant? Should it be moved or does another one need to be added? The City will do some research and check for easements etc. The council will discuss this more next month.

Sharon asked if the controlled burns that were not called in had a Burn Permit. Eric said that Steve would have that information as he is the one that makes contact with them.

B. Morrow County Sheriff's Department

Nathen Braun read the report. There were 410.50 hours for the month of March.

Deputy Thomas has been making more traffic stops and being visible. He has been concentrating on Water and Morgan Street during lunchtime and after school. They have one deputy going to the academy on May 15th. Two new deputies are starting soon and they will go to the academy in August.

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

Water Dept. – Fixed a water leak by 660 Sperry. Fixed and replaced a leaking meter at 650 Sperry Street. Fixed a major water leak on the 8' line on Matlock Street.

Sewer Dept. – Cleaned the contact basins twice. Did 16 Septic Dumps. Cleaned the effluent Reservoir at the Golf Course. Reviewed both the new Biosolids and Recycled Water Plans before Anderson Perry submitted them to DEQ. Re-welded a safety grate on the sludge pit at the plant. Chad attended the LEPC meeting in Boardman. The trickling filter pump went out. Pulled the pump and replaced it with a spare.

Streets Dept. – Hung the St Patrick's banners. Painted the Shamrock. Set up and took down the rope barricades for the Great Green Parade. Set up the Food Court, flags, leprechauns, set out no parking reminders on Main Street, cleaned restrooms multiple times and emptied many garbage cans for St Pat's weekend. Cleaned Main St with brooms and shovels. Swept Main St and parts of town with the sweeper.

Parks Dept. – Started all parks equipment and replaced the blades in preparation for mowing season. Took the mower to Inland Turf for maintenance. Picked up dog poop in City Park before the Great Green Parade.

Shop Dept. – Caleb and Annabelle attended a conference in Sunriver. Washed all the Trucks before St Pat's weekend.

Joanna asked if something could be advertised again to remind people to clean up after their dogs? Last time it worked well for a few months. Hopefully the new cameras that are coming will help with enforcement.

D. City Manager Report

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

Worked with Anderson Perry on the Sewer Project and for the updated Water Master Plan.

Had a Zoom Meeting with group developing Natural Hazards Update Study.

Had a Zoom Meeting with Housing Inventory Project Group.

Looked for a Street Sweeper for Public Works.

Worked on recruitment for Public Works position.

Worked on acceptance of City Water/Sewer Telemetry system planning bids.

Worked on webpage issues.

Helped the Fire Department in licensing a first response vehicle.

Worked on closing regarding the lot purchase.

Worked on the investment policy for the City.

Met with State Court Representative about the District Court.

Worked on a draft budget.

Supplied information to an architect with Morrow County on court locations.

Arranged asbestos inspection on the Chase Street property. It came back clear.

Sent compliance letter to a resident, reviewed several complaints.

Cleaned up and reset Council Chambers after St Pat's weekend.

Attended the St Pat's Celebration

Reported to the treasury on ARPA funds.

5. PUBLIC HEARINGS -None

6. BUSINESS

A. Old Business

1. Sewer Project Update – Anderson Perry are still working on it. The Recycled Water and Biosolids reports have been submitted to the state. They will have bidable plans ready for Phase 1 by the end of the year. Phase 1 is to upgrade the treatment plant.
2. Water System Update – The Water Management plan is being reviewed.
3. Street Project Update – The contract extension was approved by the State. It has been extended for one year. They instructed not to pay Premier until the project is 100% complete.
4. Premier Closing Bill – Covered under #3.
5. Budget Calendar – For information only. A date was changed due to a scheduling issue with golf.
6. Verkada Security Cameras – The contract is for 8 cameras for 10 years for a cost of \$20,500.

The council discussed locations. Possibilities are: 2 at City Park, 1 behind the Library, 1 at Hager Park, 1 near the Fire Station (viewing the highway), 1 on the Bisbee building (to replace the old one), 1 at Thomson Square, 1 looking towards the Courthouse. Cody suggested putting one by the Fairgrounds so all of the roads in and out of town are covered. The council will approve the 8 cameras and one could be added later if needed. The City could choose which cameras that are viewable to the public.

Motion to approve the purchase agreement with Verkada for 8 cameras by Dale Bates. Seconded by Joanna Lamb. Motion Carried

7. Chase and Center Street property

The papers were signed today. It should close this week. The cost was just under \$21,000. The asbestos test was \$1,500.

Motion to approve the purchase of the Chase street property by Dale Bates. Seconded by Sharon Inskip. Motion Carried

8. Service Agreement with The Automation Group (TAG)

This was discussed and approved at the last meeting. This agreement is to have them on retainer and only be charged if we need services.

Motion to approve signing the service agreement with The Automation Group (TAG) by Cody High. Seconded by Joanna Lamb. Motion Carried

B. New Business

1. ODOT Agreement

This is to approve the HB2017 contract extension with ODOT.

Motion to approve the ODOT contract extension by Cody High. Seconded by Dale Bates. Motion Carried

2. Morrow County Intergovernmental Agreement for Sheriff's Services

This is for the yearly contract for Sheriff Service in Heppner.

Motion to approve the contract by Dale Bates. Seconded by Joanna Lamb.

Sharon asked to discuss this before approving. There are still issues with log trucks running stop signs and using jake brakes. There are many traffic stops with warnings, but few tickets being issued. They do have to see a violation to issue a ticket, and they can't be everywhere. Whether or not someone receives a ticket is at the officers discretion. Are we getting the coverage we pay for? Are we only getting charged for the patrol hours spent in our contracted area or are we paying for the time they are in meetings, training or doing paperwork. If a deputy is sick, on vacation, or at training are we always getting a replacement? It is a little late to have this discussion as the contract was supposed to go in to effect on March 1, and it was received after the March council meeting.

Motion to approve the Sheriff's contract with the agreement that Police Commission meetings will be held to discuss next year's contract by Cody High. Seconded by Dale Bates. Motion Carried

7. MINUTES OF COMMISSION MEETINGS – For information only.

8. REPORT FROM CITY ATTORNEY – Bill Kuhn worked on the Chase Street property purchase. He looked at the agreement with TAG and it is a good contract.

9. REPORT FROM MAYOR, CITY COUNCILORS - Dale Bates assisted a handicapped citizen by taking her laundry to the laundromat. He came back several hours later to check and her laundry was still not done as the machines are not in good working order. Dale spoke to the owner who informed him that it would be closing next week as it isn't making enough money to keep up with repairs and can't afford to put in a new facility. Most small towns have a laundromat and it is important to have one. The City needs to be aware of it and try to figure out a way to keep that service in Heppner.

10. ADJOURNMENT – Meeting adjourned at 8:30 PM