

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

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

ATTENDEES:

**Corey Sweeney
JoAnna Lamb
Sharon Inskeep
Cody High
Dale Bates
John Doherty
Chad Doherty
Steve Rhea**

Absent: Bill Kuhn

Members of the Public: Barb Orwick, Nathen Braun, Ralph Klock, Ryan Miller.

On Zoom: Adam Doherty, Heppner Gazette,

1. GENERAL BUSINESS

A. Call to Order. Corey Sweeney called the November 13, 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 – None

E. Requests - None

F. Presentations

1. Barb Orwick gave the October report for the Neighborhood Center.

For the month of October they gave out 83 food boxes which served 186 people. They gave out 15 food boxes for people that are isolated. They had the annual food drive. BEO collected 105 pounds of food. Heppner collected 894 pounds of food and Lexington collected 480 pounds. The food truck does not come in until

the day before Thanksgiving. They are calling people to get part of their food and they can pick up the rest when the truck arrives. The day after Thanksgiving the giving tree will go up in the Grocery Store. December 10th is the kids shopping day at the Senior Center. They are not taking donations at this time as they have low staff and short hours.

2. Mayor Corey Sweeney swore in Councilor Ian Murray.

2. COMMUNICATIONS FROM THE PUBLIC - None

3. CONSENT AGENDA

A. October 9, 2023 City Council meeting minutes.

Motion to approve the minutes as corrected by Cody High. Seconded by Dale Bates.
Motion Carried

B. Approval of Monthly Bills

Motion to approve the monthly bills by Cody High. Seconded by Ian Murray. Motion Carried

C. Financial Statement – For information only

4. REPORTS

A. Fire Chief Report

5 Lift assists
3 Secure landing zone
1 Motor vehicle accident
1 Transformer fire in city limits
1 False alarm RFPD

177 Calls to date.

22 Chief calls

Awaiting Ready to Build with Options of a Type 3 Engine for RFPD. Conducting burns around the city. Held Fire Safety Awareness Programs for Junior and Senior High. Conducting smoke detector installation. Working with Kevin Payne at NRCS on a Small Woodlands Grant for Wildfire Mitigation for Blake Ranch, Cutsforth Park and Pendland. Attended a retirement party for Pendleton Fire Chief Jim Critchley. Awaiting new tactical tender delivery from OSFM. Received new fire protection classification from ISO effective 1/1/24. This will help lower insurance rates for commercial properties in town and for homes within 5 miles of town.

B. Morrow County Sheriff's Department

Nathen Braun gave the Sheriff's report. There were 392 hours for October. Dog calls are down. Traffic stops are up. Total Incidents were 212.

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

Water Dept. – Repaired a water leak on the service line at 420 S Chase Street. Finished painting reservoir one chlorine room building. Replaced a 2 inch water meter for the Waterland Little League field. Cleaned the Pressure Reducing Valves for GC Systems to inspect them. Waiting on a report for recommendations. Sent letters to customers on the lead and copper results. Reset and replaced the water meter boxes at the Fire Department. Enclosed the meter boxes in concrete and replaced the lids. Lowered the water meter at 505 Cowins St. Repaired a water service line break on Baltimore St. Winterized all wells and reservoir buildings. Insulated all city water meters and test stations. Replaced water meters at 330 W Church, 260 W Center, and 260 S Church Street.

Sewer Dept. – Cleaned the contact basins twice. Did 19 septic dumps. Replaced the ball seats on the sludge sewer pump. Cleaned sewer lines on Aiken Street. Unclogged a plug on the digester overflow.

Streets Dept. – Removed the flower baskets from Main Street. Cleaned leaves on Main Street for multiple days. Installed bridge weight signs on Alfalfa St. Removed two dead deer from homes in town.

Parks Dept. – Installed a new bounce teeter-totter at Hager Park. Installed power for the camera at Hager Park. Turned off all water to the Parks and Main Street drop system. Raked and mowed leaves in City Park.

Other. – Hauled spoils to Balm Fork yard. Repaired the handle on the new restroom door at Thomson Square.

D. City Manager Report

John Doherty read the City Manager's report.

Crack Seal project – contracted Friends and Neighbors Pavement repair – Riverside, Fire Hall parking, Quaid, Elder, Water, Center, Court, Chase, Barratt, and Bruce Kelly Streets crack sealed and completed 11-8-2023. Contacted bidders not chosen.

LTT installation completed. Cameras are live. City employees have access, working on additional users.

Animal permits from previous Council have been issued.

a. Resident out-of-compliance removed animals.

Attended Heppner Chamber luncheon

Meetings with Amy @ Wheatland regarding her incomplete sidewalk/entry.

ODOT walkthrough with John Bice and Bryan Strasser and Chad Doherty, addressed City complaints (10-11-2023.)

Attended POM meetings via Zoom, presented COH reports. Spoke with POM Commissioner John Murray about items important to communities in South Morrow County.

Meeting with City of Boardman City Manager, Brandon Hammond.

Spent time on Jimmy Wimer permit, which was ultimately delayed indefinitely.

Signed RRFB contract, along with Mayor Sweeney, and returned to ODOT.

Lone Pine investment conference call, including Heather, to discuss upcoming investment maturities. Updated signature cards.

Franchise agreement with CenturyLink, began update/revision, as existing has expired

Columbia Basin Heating and Cooling, revised lease agreement and contacted Zack Wilson (also regarding rent delinquency.)

Nelson Contracting is in-process of completing ODOT project as of 11-09-2023.

Registered/began Grant Writing class through BMCC/SBDC.

Fielded several Code complaints regarding RVs and property cleanup.

Contacted property owners to remedy.

Tareena Healy property cleanup completed to satisfaction of City, no current action required and cancelled Special Session/Public Hearing

Attended WCVEDG meeting, new directors selected for Board.

May St tree removal (next to Les Schwab,) received request from citizens regarding tree replacement with donor bricks in sidewalk.

E May St property clean up. Spoke with property representative and cleanup is in process.

LOC regional quarterly meeting via Zoom.

Had conference call, along with Heather Kelton, with Pam from CIS regarding COH PLO application receipt.

Paid Leave Oregon – City received an application. City did not have PLO policy. Reached out to CIS, Morrow County HR, and LOC. Created COH PLO policy, referencing examples, met with all employees, and covered.

Conzor has estimated completion of surveying of Gale/Chase Streets within ~10 days. Will move forward with ODOT once survey/report are complete.

Reviewed existing Airbnb properties in city limits. COH needs to ensure Transient Room Taxes are submitted.

Utilities Commission meeting cancelled due to conflicting schedules of members.

Meeting with Bill Kuhn regarding several items for COH (lease agreements, franchise agreements, ordinance completion, real estate transactions.)

Met with Kenny Stookey at Meligan property. Issue is resolved at present.

Received water "taste," complaints from residents on Rock St. Spoke with Chad, he recommended flushing hydrant and PW completed.

Met with Kelly Fox regarding permit/construction project at his house. Visited with Kelly and later Chad Doherty.

Conducted new employee probationary period review, along with Chad Doherty, with PW employee.

W. Willow St water drainage issue (by Murray's.) Reviewed site with Chad, contacted ODOT about options.

Delinquent water/sewer payments – worked with Tarina and called customers to arrange payment arrangements.

District Courthouse – advised PBS Engineering & Environment on permit process, forms, scheduling, and deadlines.

Sheila Miller inquired about short-term usage of Thomson Square. Met with Tacos Hometown and Sheila regarding parking/utilities.

Reached out to LOC and OGEC regarding training for newly appointed Council positions. Will have training, possibly online, for new Councilors after January, 2024 meeting.

WC Terrace water pressure complaint. Worked with Chad, WCT, and MCHD. In-person meeting likely week of November 13th.

CenturyLink/Lumen. Worked on details of Fiber Optics pull to MCSO.

Involved Chad, MCSO, OEMA, CBEC, Lumen, and Congruex.

Met with Sheriff John Bowles regarding fiber project and future MCSO contract. Ongoing communication via phone/email.

Miller's Disposal – spoke with Ryan Miller about possible 2024 rate increases.

Researched franchise agreement and past/current pricing. Drafted Resolution 1062-23 for presentation to Council.

Reviewed budget expenditures current and upcoming. Worked with Heather Kelton and also contacted Barnett & Moro to clarify our questions and methodology.

Informal meetings throughout the month with members of public, Council, and Mayor.

5. BUSINESS

A. Old Business

1. Sewer Project Update – Still waiting for DEQ approval. Approval could be by the end of the year. When the report comes in there could be a Council work session to discuss it.
2. Water System Update – This is out until the first quarter of 2024.
3. Street Project Update – Covered in Manager's report.
4. Potential Claims Against ODOT Project Update – Covered in Manager's report.
5. CenturyLink Franchise Agreement Centurylink has a fiber pole project to upgrade the 911 system at the Sheriff's Dispatch Office. The Franchise agreement between Centurylink and the City of Heppner expired in 2016. This was discovered in 2021. The Council discussed whether they should allow the project without an agreement. Should they wait for an updated agreement to approve the project? If there is no agreement will Centurylink work with the city on where they want to dig or trench? Will they repair any damage that may occur? The Council could allow only the fiber project with the terms in the original agreement.

Motion to approve only Centurytel's fiber pole project for upgrading the 911 system for Morrow County Sheriff's Office by Dale Bates. Seconded by JoAnna Lamb. Cody High voted opposed. Motion Carried

B. New Business

1. Resolution 1062-23, A Resolution Increasing the Solid Waste Collection Rate Schedule Between the City of Heppner and Miller and Sons Disposal Service LLC.

Motion to approve Resolution 1062-23, A Resolution Increasing the Solid Waste Collection Rate Schedule Between the City of Heppner and Miller and Sons Disposal Service LLC by JoAnna Lamb. Seconded by Ian Murray. Motion Carried

2. Council Vacancy

The position will be readvertised. Previous applicants can resubmit their applications. The council will review the applications and make their choice at the December meeting. The chosen applicant will be sworn in at the January meeting.

6. MINUTES OF COMMISSION MEETINGS – For information only.

7. REPORT FROM CITY ATTORNEY – No report.

8. REPORT FROM MAYOR, CITY COUNCILORS - No reports.

9. ADJOURNMENT – Meeting adjourned at 8:03 PM