

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM APRIL 8, 2024**

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

ATTENDEES:

**Corey Sweeney
Ralph Klock
Sharon Inskeep
Ian Murray
Cody High
Dale Bates
Adam Doherty
John Doherty
Chad Doherty
Steve Rhea
Bill Kuhn
Nathen Braun**

Absent: Corey Sweeney

Members of the Public: Kim Cutsforth, Matt Jensen, Phil Sanfiorenzo, Marie Johnson, April Herzog, Sue Wack, Sue Mecham

On Zoom: Heppner Gazette, Diane Kilkenny

1. GENERAL BUSINESS

- A. Call to Order. Adam Doherty called the April 8, 2024 meeting of the City of Heppner City Council to order at 7:00 PM.
- B. Pledge of Allegiance. Adam Doherty led attendees in the Pledge of Allegiance to the Flag.
- C. Announcements - None
- D. Correspondence – None
- E. Requests

1. Latosha Hedman - Animal Permit for five hens.

Motion to approve the Animal Permit request by Cody High. Seconded by Sharon Inskip. Motion Carried

2. Marie Johnson – Cat Ordinance discussion

Marie Johnson works in cat rescue. The Cat Ordinance that was passed has her worried. Banning the feeding of cats will not make the problem go away. It can make it worse as cats will wander farther in search of food. She is concerned as she fosters cats for Cat Utopia and Silver Cloud Sanctuary, and is over the limit of 6. Most will eventually leave her house as they are fosters. She wants to help with the cat problem and doesn't want to be fined for doing so. She has already taken many cats off Heppner streets. She sets up TNR (Trap Neuter and Return) clinics to get cats fixed and vaccinated. If allowed by the city, the numbers will go down as long as proper TNR takes place. Some may be returned and others may be fostered and later adopted. All of the cats that are fixed will have the tip cut off of one ear to identify that they have been fixed. This is funded by either grants or donations. She did TNR in Hermiston for 5 years and trapped/transported over 4,000 cats. The problem won't be solved in a month, but by next year you will see a difference. If you remove all the cats from the area, there will be more mice. The Ordinance arose from the City incurring charges for cats being trapped and transported to Pet Rescue by the Sheriff's Office, and to deal with irresponsible pet owners. Pet rescue would bill the City for it. This takes away from patrol time. There were also numerous complaints about people that had feeding stations. People can call Marie or her associates instead of the Sheriff's Office for any cat issues and she will work to resolve it. They can also provide transport or help find owners of cats and dogs instead of taking up patrol time. Marie can report her progress to the council every month. The council doesn't feel that the Ordinance should be changed but will work with Marie with the understanding that she is helping the situation.

F. Presentations

Howard and Beth Bryant Foundation: Kim Cutsforth

In 2020 Kim requested the old pool property to develop a mini golf course. Willow Creek Park District and Howard and Beth Bryant Foundation are partnering to build an 18-hole course. Covid put this project off, but she is ready to get it going again. The obstacles will be created by TSA at Heppner High School. Each hole will have a local theme. It will not be overboard or cheesy. She is asking the city to give them the property, they will pay all of the title fees. John Doherty did some research and pulled the deeds. The city does own the property and Corey, John and Chad have no objections to it. The water sample station that the city uses will

stay and an access easement will be created. The property will go back to the city if they do not complete the course or if they decide they do not want it. The area will be fenced off with a locked gate. When the fees are paid a code will be given to enter the gate and the equipment shed. It will be easy care landscaping with concrete and astroturf. The existing trees will remain. There will be room for parking and the course will be ADA with the first 9 holes being accessible.

Motion to approve the request by Cody High. Seconded by Sharon Inskeep.
Motion Carried

2. COMMUNICATIONS FROM THE PUBLIC

Matt Jensen wanted to comment on the Ambulance Service Plan. At the last BOC meeting there were comments that there was a 5-hour response time for a call in the Heppner area. The records show that they responded and were on scene within 30 minutes. The duration of the call was 4.5 hours due to the difficulty of the situation. They had to hike ¼ mile up a snow impacted road and received assistance from residents to transfer the patient. They now have a 4WD ambulance to try and avoid this in the future. He just wants to go on record that no calls are taking that long to respond to. They are getting certified paramedics and EMT's on site within acceptable standards that are comparable to previous ones. The interim ambulance is an unfortunate necessity at this time. They are working on getting their Ambulance Service Plan adopted to get permanent providers. They are forming a committee with representatives from each city. They do not have any preconceived ideas for providers. They are looking to provide the best services that they can to take care of the needs of the county. The City and County will work on an MOU to allow the Heppner Fire Department to assist with calls outside of their district.

3. CONSENT AGENDA

A. March 11, 2024, 2024 City Council meeting minutes.

Motion to approve the minutes by Dale Bates. Seconded by Ralph Klock. Motion Carried

B. Approval of Monthly Bills

Motion to approve the monthly bills by Ralph Klock. Seconded by Ian Murray. Motion Carried

C. Financial Statement – For information only

4. REPORTS

A. Fire Chief Report – Steve Rhea read the report.

- 1 Lift Assist
- 2 Secure Landing Zone
- 2 Central Station Alarms
- 1 Motor Vehicle Accidents, non injury
- 1 Cancelled Enroute lift assist
- 1 Elevator Malfunction/Reset at St. Pats
- 1 Structure Fire RFPD

49 Calls to date

21 Chief calls for the month

Conducting smoke detector installation. New Tactical Tender delivery expected in April OSFM. Training Academy for NFPA firefighter 1. Five firefighters joined Lone RFPD for Command and Control Class. Installed and tested the new generator at the station. Wrote a Grant for \$35,000 Wildland Staffing with OSFM. Spoke with Mallory Safety and Supply regarding repairs on 537.

B. Morrow County Sheriff's Department – Nathen Braun read the stats report. There were 450 hours for March. Actual patrol hours were 288. Traffic enforcement was 112 hours. There were 49 traffic stops, 48 were warnings and one citation. Dog calls are down a little. Adam Doherty asked that they watch the new lighted crosswalks as he has almost been hit twice in that area.

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

Water Dept. – Attended to an emergency water leak at 425 Water St, the meter stop blew off of the pipe. Replaced water meters at 239 Main St., 186 May St., and the pollination garden. Repaired the water service for Heritage Park. Removed two trees from Well 1 building. Responded to a water leak on Green Street. After investigating, it was found to be the homeowners leak. Responded to a broken meter stop on May St. Chad took a recertification class for backflow inspection.

Sewer Dept. – Caleb attended Wastewater certification training I Salem. Cleaned the contact basins twice. Did 15 Septic dumps.

Streets Dept. – Prepped for St. Patrick's Day celebration. Included sweeping streets, cleaning Main St., where the street sweeper cannot reach, cleaning out town ashtrays, setting up food court picnic tables, setting out Irish flags, placing extra garbage cans, setting out the welcome leprechauns, and washing all Public Works vehicles. Also had three employees working through the parade. Set up and took down the parade cones and barricades. Took down the family banners and put up

the HHS banners. Removed arborvitae by City Hall and replaced it with cinder rock. Swept City Hall parking lot. Swept Gale St. Removed the sander and plow and installed the dump bed on the RAM 3500. Installed da new handicap parking sign on Main St., in front of the dentist office.

Parks Dept. – Burned the ditch at Memorial Park. Picked up 2013 Walker mower from Inland Turf and Equipment in La Grande. Replaced another dogipot garbage can by the museum at City Park. Hauled last year's grass spoils to Balm Fork dump site. Sprayed weeds at Hager Park.

Shop Dept.- Chad attended a conference in Sunriver for CEU training.

D. City Manager Report

Provided MCSO with Ordinances for various code enforcement activities.

Verkada cameras – worked with OTL on network issues, LTT out for service call to get cameras at City Park back online. Contacted Blue Mountain Networks to install fiber to Hager Park, awaiting final pricing and installation schedule.

Heppner Housing Authority – attended March meeting.

District Courthouse – Build site research. Provided information to Morrow County on build site, had meetings with member of rodeo board regarding parking solutions, met with homeowner regarding proposed fairgrounds site. Participated in joint meeting with City/County/Port to discuss infrastructure if POM – mill site, was chosen as build site. City offered utilities to POM for future development of site.

Chip seal project – Met with Eric Imes, MCPW along with Chad Doherty. Discussed options for chip seal and seal cote of streets in Heppner this spring. Eric had suggestions for the project along with contacts for the bid process, outside of MCPW. Attended POM and CREZ meetings via Zoom.

Beautification Committee – held 1st meeting of 2024.

Met with several homeowners regarding zoning, permits, and lot combination of their properties.

140 Gale St shop – Bill Kuhn drafted lease and Will Allred/Allred Land Worx signed 1 year lease w/options on April 01, 2024 to commence on that date.

POM – Several follow-up calls with Lisa Mittelsdorf and Miff Devin regarding future development of old mill site and working with COH.

Anderson Perry – Multiple calls with Dane Maben regarding infrastructure projects and getting his assistance on cost and time estimates (info needed for other projects.)

Mayor Sweeney – Several meetings in regards to: Circuit Court, POM, daycare, Chase St properties, and city properties.

Judge Diehl – provide information for code violations that have reached his office.

WCPD – Met, along with Chad, with Joe Armato and Katie Murray to discuss service contract. They will present revised contract to WCPD board (approved,) to present to Council.

Manager's luncheon – Attended luncheon hosted by Irrigon (Aaron,) along with Boardman (Brandon,) and County (Matt,) to discuss items we're facing, opportunities, zoning, etc.

Completed Planning staff study.

Met with Morrow County Planning. Discussed County website interactive mapping with Stephen, updating COH/County zoning, and availability of drone for Hi-Res imaging of city. Discussed UGB expansion with Tamra, will plan on future meeting to discuss UGB expansion to include POM – mill site.

County Clerk & Assessor – Prepared final paperwork to record deed(s) for alley vacation and Gilmore St lot, paid delinquent tax on lot, obtained copies of deed of “old pool site.”

Heppner Fire – Attended 03-25-2024 meeting with Mayor Sweeney to discuss future possibilities of fire hall expansion, full-time employees, emt/paramedic training (request from County.) Discussed MOUs with Steve regarding mutual aid w/MCHD – he drafted MOU; and County (Boardman Fire,) –no MOU currently.

LPSCC – Attended bi-monthly meeting @ Bart Building.

WCVEDG – monthly meeting.

Thomson Square – discussed necessary rent increases (due to costs to City,) with tenants; need availability to meet with all three parties together.

City Water/Sewer – Several meetings w/Chad regarding Oregon DEQ and City's ability to receive wastewater from outside UGB and ability to provide water. City awaiting more information from DEQ.

ODOT ADA Project – Requests to ODOT to complete project. Work on Main St is scheduled in next couple of weeks (hopefully.)

ASA Advisory Committee – Worked with Mayor to find Heppner area individual to serve.

Economic Development Committee – received one applicant, ideally would have two more before 1st meeting.

Transient Room Tax – Dealing with property owner refusing to pay TRT, may have to involve Kuhn Law.

TGM Grant – Completed pre-application for ODOT/DLCD Transportation and Growth Management. ODOT rep to follow up on possible funding for design of street rebuilds (Gilmore and Morgan.)

City Park – Work with Beautification Committee for project ideas, contact manufacturers for equipment pricing, Bid request likely publishing this/next week for work on City Park (shade structure, new equipment, ground covering.)

Investment Policy – Drafted Resolution 1073-24 to adopt COH Investment Policy. Re-invested \$60,000 after T-Bill matured.

Attended The Loop ribbon cutting ceremony for new Heppner-Boardman public transit route.

Planning Commission – Held April Planning Commission. Approved Fox variance for sidewalk & retaining wall. Updated Commission on recent permits. Completed “Planning Decision.”

Reviewed City AP, payroll, bank statements, and budget. Preliminary work on City FY 2024-2025 Budget in preparation for May Budget Committee meetings.

The Missing Middle – Nate Wildfire, introductory call in regards to program City of Boardman is beginning and hope to roll-out in other Morrow County cities in 2025. Program to deal with affordable housing and infrastructure, Nate wanted information on COH and opportunities and barriers for development. Nate will contact the Mayor and I in the future and include COH in updates from Boardman.

Draft Resolutions 1073-24 & 1074-24.

Anderson Perry/DEQ – Meeting with Chad to discuss Recycled Water Use Plan and inclusion of soil sampling before/after irrigation season @ WCCC to monitor N levels.

Meeting with Mayor and Matt Jensen regarding mutual aid between Heppner Fire and Morrow County contracted ambulance service, outside of Heppner Fire territory.

5. BUSINESS

A. Old Business - None

B. New Business

1. Willow Creek Park District: Intergovernmental Agreement

Willow Creek Park District is requesting to enter into an Intergovernmental Agreement for Heppner Public Works to take over their groundskeeping and pool maintenance. Pool Staff will monitor the chemicals with assistance from the City. The initial contract will be for one year at \$32,000.000.

Motion to approve the Intergovernmental Contract with Willow Creek Park District by Cody High. Seconded by Ralph Klock. Motion Carried

2. South-End Transfer station Vouchers

Last year was the first year for the vouchers. This year will be 5 weekends starting the weekend of April 20th. The vouchers are only for Heppner residents that receive city services. One voucher per address.

3. Resolution 1073-24, A Resolution Adopting the City of Heppner Investment Policy

The letter of approval has been received from the state. The Investment Policy can now be adopted.

Motion to approve Resolution 1073-24, A Resolution Adopting the City of Heppner Investment policy by Cody High. Seconded by Ian Murray. Motion Carried

4. Resolution 1074-24, A Resolution Adopting Goal 9 Economic Opportunities Analysis

This should have been adopted last year. This is to accept the Morrow County Planning Department and Oregon Department of Land Conservation and Development "Goal 9" Economic Development and Employment Lands Assessment for the City of Heppner and Willow Creek Valley. This will have to be adopted as an Ordinance in the future.

Motion to approve Resolution 1074-24, A Resolution Adopting Goal 9 Economic Opportunities Analysis by Ian Murray. Seconded by Cody High. Motion Carried

5. 290/300 Chase Street – Surplus Property

Council approval is required to start the process of selling the properties.

Motion to approve the surplus of the property at 290/300 Chase Street by Adam Doherty. Seconded by Dale Bates. Motion Carried

6. City Park

This will be discussed further at the Beautification meeting on April 11. John will apply for grants to help fund this project. The existing playground structures are 25 years old and need replacing. The new structures will be ADA inclusive.

7. Chip Sealing Project

John would like to get this completed before the end of the fiscal year. Some streets are in need of a seal coat, crack seal or chip sealing to help preserve them.

8. Economic Development Committee

There was only one application for the Committee so far. Will advertise again and see what happens in the next few weeks.

9. SEI filing deadline

This is due by April 15th. Anyone that does not complete it will be subject to a \$10.00 a day fine until it is completed.

10. April 1, 2024 Planning Commission Report

At the April 11 meeting, a Variance was approved for Kelly and Lorrie Fox to construct a sidewalk to access the front of their house and construct an eco-block retaining wall, on the property line, to replace the old one.

6. MINUTES OF COMMISSION MEETINGS – For information only.

7. REPORT FROM CITY ATTORNEY – He worked on the lease for the old public works building. He will be working with the City Manager on an MOU for emergency services.

8. REPORT FROM MAYOR, CITY COUNCILORS – The St. Pat's follow up meeting is on Wednesday April 10th. There will probably be a Work Session with Anderson Perry in May.

9. ADJOURNMENT – Meeting adjourned at 8:45 PM