

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM NOVEMBER 12, 2024**

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

ATTENDEES:

**Corey Sweeney
Ralph Klock
Sharon Inskeep
Ian Murray, on Zoom
Adam Doherty
Dale Bates
John Doherty
Chad Doherty
Steve Rhea
Bill Kuhn**

Absent: Cody High

Members of the Public: Barb Orwick

On Zoom: None

1. GENERAL BUSINESS

- A. Call to Order. Corey Sweeney called the November 12, 2024 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 – Barb Orwick gave the Neighborhood Center report.

The HES School Carnival was the same night as the food drive but they still got 880 pounds of food. They also received donations from the Heppner and Lone BEO food drive. The giving tree will be at the grocery store starting on December 2nd. This is for kids 0-18. This is a want and need list. The unwrapped gifts need to be received no later than December 18th. The families that receive food boxes can be adopted for Christmas. Those gifts also need to be received by December 18th. The kids shopping day is December 15th from 10 to 3 by appointment. They need donations for the shopping day by December 12th.

2. COMMUNICATIONS FROM THE PUBLIC – None

3. CONSENT AGENDA

A. October 14, 2024, City Council meeting minutes.

Motion to approve the minutes by Adam Doherty. Seconded by Sharon Inskeep.
Motion Carried

B. Approval of Monthly Bills

Motion to approve the monthly bills by Ralph Klock. Seconded by Sharon Inskeep.
Motion Carried

C. Financial Statement – For information only.

4. REPORTS

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

12 lift assists
4 secure landing Zone
1 MVA with injuries
1 out of control burn RFPD
1 smoke check on Gilmore St.
2 MVA non injury
1 electrical outlet arching on Green Street
1 MVA unable to locate on Baseline and Sandhollow
1 controlled burn not called in RFPD

178 Calls to date. 44 Chief calls for the month. The new tactical tender has arrived, working on putting it into service. Final inspection with maintenance on the ladder truck is on October 14. Working on fire mitigation by spraying with a drone. Submitted payment packets for Pilot Rock and Battle Mountain Fires to OSFM. Completed another installation of 25 smoke detectors, more have been ordered.

B. Morrow County Sheriff's Department – There were 410.75 hours for October.

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

Water Dept. – The crew replaced water meters at 175 S Chase, 265 S Chase, and 660 Elder Street. The chlorine injection tap broke at Reservoir 1. Replaced the tap with a new saddle and ball valve. Also replaced all chlorine lines. The crew finished the Lead and Copper inventory, and Chad finished the spreadsheet and sent the results to Oregon Health Authority. No lead lines were found in our system. Investigated a water leak on Linden Way. Worked with Gary Jenks of TAG to get some new water meters for Wells 2 and 3. Caleb and Chad worked with Anderson Perry to test about 10 different hydrants in different pressure zones in town. Installed the winter hotbox for the backflow device at the city yard on the Morrow County fill station. Cleaned up and removed the tall grass from the Well 1 building. Public Works staff insulated all city water meters.

Sewer Dept. – Cleaned the contact basins twice. Did 9 septic dumps. Caleb hauled 20 biosolids loads this month. He finished hauling this month. He hauled 137,000 gallons to two locations. Installed 2 new Nordstrom 3-way multiport valves at the sewer plant. One valve goes to the digester and the other is for the secondary clarifier.

Streets Dept. – Public Works crew removed the hanging baskets from Main Street. Removed tree limbs hanging over the bridge on South Main Street. Fixed a patch on Summit Drive. Fixed a stop sign that was hit on the corner of Gilmore and Hager Street. Painted over graffiti under the Baltimore bridge.

Parks Dept. – Edged sidewalks at Heritage Plaza and Hager Park basketball court. Fixed the handles at the City Park restroom. Picked up leaves at City Park and on Main Street.

Park District- Put the winter cover on the pool. Winterized the pool. Cleaned up a Pepsi syrup spill in the snack shack at the pool. Edged the sidewalk at the Fit Park. Winterized the Fit Park mowers.

Shop/Other Dept.- Chad attended the Board of Commissioners meeting pertaining to the new courthouse. Attended Engineer of Record meeting and engineer interviews. Chad and John attended safety meeting training In Hermiston put on by SAIF. Chad and John attended the small cities League of Oregon Cities meetings.

D. City Manager Report

1. CRS (Community Rating System,) completed/filed yearly CRS Report which qualifies homeowners for NFIP rate discount.

2. FEMA – Calls & emails with John O'Leary, Region X, on NFIP PICM, options, and workshops.
3. Reviewed payroll, monthly bills, and bank reconciliations.
4. OR DOE – Reviewed Sunstone Solar Draft Proposed Order and Wagon Trail Solar Final Order for permitting of upcoming solar projects.
5. Heppner Housing Authority – Attended regular monthly meeting and two special meetings, as resource for group.
6. USACE – Attended FIRM survey kick-off meeting and Flood Study update meeting. Discussed Nov/Dec dates for survey start (now proposed early January.) Will continue coordination of project with USACE and other agencies as needed.
7. EOR – Completed reference checks of firms, attended interview sessions, informed firms of decision. Reviewed AP contract and compared terms and rates with other cities using AP as their EOR.
8. Gale St pedestrian bridge – Coil Fab had supply issue and repair has been delayed. Working with Progressive and Jay Coil on revision of estimate and repair timeframe.
9. Planning – Completed zoning permit for home remodel/expansion.
10. Barnett & Moro – FY 23-24 Audit conducted in-house on Oct 22-23.
11. Economic Development Committee – Attended October meeting.
12. Chase St properties – Work on easement for storm sewer located on development property.
13. WCVEDG – Attended monthly meeting, discussion on holding a “Strategic Planning Meeting,” which is scheduled for November 14th.
14. SAIF training – attended “Effective Hazard Recognition & Control,” safety training, with Chad.
15. LOC Region 11 Quarterly Luncheon – Attended with Chad. LOC reviewed 2025-2026 legislative priorities. Discussed Echo developments with Dave Slaughter.
16. Code enforcement – MCSO hand-delivered code violation notice and working with resident on property cleanup. I hand-delivered a notice to another resident.
17. Anderson Perry – Calls and emails with Dane Maben for upcoming work session(s) project timelines, and possible upcoming projects.
18. City Park grants – Signed contract with GSCHF and received funds from GSCHF and AWS/ChangeX.
19. FEMA – NFIP – PICM: Attended three webinars on options City has with ESA related changes to floodplain development. Phone conversations with FEMA, phone/in-person/email conversations with other municipalities, in-person, and email conversations with LOC regarding process.
20. City/Count/Port – Attended quarterly meeting on Oct 29th in Irrigon with Chad. Will look at future/purpose of meeting at the January meeting.
21. Recycling station – received multiple complaints and concerns about the condition of the recycling station on Riverside Ave, called MCPW to request service. Issue is ongoing.
22. Investment policy – reinvested matured investments of City funds in T-bills and federal and municipal bonds.
23. CIS – Completed Best Practice Survey and RCI snapshot. Meeting with Lisa Masters on November 5th and reviewed survey, areas for improvement and revision of

- reports before April 2025 review by CIS underwriters. Discussed safety program items with Chad and preliminary plan for revision/expansion of our procedures.
24. MCEM – Meetings with Steve Freeland regarding November 14th testing of Flood Warning System and Tabletop with USACE.
 25. MCPW – Multiple discussions with Chad and Corey Sweeney (MCPW Weed Dept,) on water project for MCPW, timeframes, supplies, and billing.
 26. Peddler's Permit – Had a company request an application and they haven't completed it yet. Reached out to LOC regarding background checks.
 27. ODOT NEACT – Attended November meeting via Zoom. SCA discussed, ODOT winter maintenance of roads funded at same levels as Winter 23/24.
 28. Kuhn Law – Meet with Bill Kuhn about Chase St property easement, discussion on multiple service utility billing, elections, and possible code revisions for out-of-date duties, reference, etc.

5. BUSINESS

A. Old Business

1. Work Session with Anderson Perry, confirm date

The work session is to discuss the Water System Master Plan and recommendations for action at the December Council meeting. The session will be held on Tuesday, November 26th at 6:00 PM.

2. Review/Approval of "Agreement for General Engineering Services," Anderson Perry

The contract, sample work order and hourly fee schedule were included in the council packet.

Motion to approve the Anderson Perry Agreement for General Engineering Services by Ian Murray. Seconded by Adam Doherty. Motion Carried.

B. New Business

1. FEMA/NFIP PICM

John has spent a lot of time on this over the last few months. PICM is Pre-implementation Compliance Measures are short term measures that communities must adopt to comply with the Endangered Species Act requirements under the NFIP. FEMA has developed these measures to address the Reasonable and Prudent Alternative (RPA,) in the NMFS 2016 BiOp. These interim measures are intended to occur as the agency undertakes a national environmental policy act review to assess the efforts of FEMA's proposed NFIP integration efforts. Under PICM, communities may

select one the three compliance measures. 1. Prohibit all new development in the flood plain. 2. Incorporate the endangered species act performance standards into local flood plain ordinances through a model ordinance. 3. Require permit applications to develop a flood plain habitat assessment documenting that proposed development in the special flood plain hazard area will achieve no net loss. John attended three webinars that FEMA has conducted. LOC and other Cities have raised questions. This goes back to a 2016 biological opinion where basically environmental groups are saying that flood plain development is doing harm to endangered species. A case on Columbia River tributaries salmon & steelhead also at the coast for southern killer whales. By December 1st the city has to inform FEMA which one of the three measures that they are going to move forward with. If the city does nothing, they automatically default to a permit by permit basis. John has reviewed over 591 pages. LOC and DLCD had challenges to this because they didn't complete the NEPA study before they are forcing cities to do this. John has been in contact with LOC regarding this to see if they can get some sort of injunction or delay on this. We have to choose one of the options. Heppner is small and we don't have some of the development that a larger municipality would have. We have a lot of land that is in the special flood plain hazard area. The dam extirpated all salmon and steelhead from Willow Creek. One of the big questions is why are we included in this? Heppner, Lone and Lexington are the only cities in that entire map area that are supposed to go along with this FEMA/NFIP PICM and aren't on a stream that is home to salmon and steelhead. How can we perform a habitat assessment or show compliance without endangered species present? The model ordinance is 47 pages, and the habitat assessment guide is 47 pages. We are required to do this but aren't getting a lot of guidance. Oregon is very concrete in their land usage laws. Cities can't enforce something that is not in their code. Whichever way we go will involve some changes to our ordinances.

2. Council Vacancy

Council Position 3 is vacant. There were 80 write in votes. John contacted the County Clerks office and November 26th they will have the numbers available. If an individual with the most votes is qualified, and they are interested, we do have to appoint that person.

3. LOC Board of Directors opening

They are looking for representation for cities on the east side of the state. If anybody is interested, the deadline is tomorrow. Most of the meetings can be attended via Zoom.

4. LOC Elected Essentials training

This training is held every two years. Region 11 training is December 19th and 20th from 5 – 9 PM in Pendleton.

5. Gilmore Street Project

This will be based on the approval of the Engineer of Record Contract. It is too late for spring/summer of 2025. Would like to begin the designing and go to bid early enough to get qualified applicants for spring of 2026.

6. Audible Flood Warning System Test

There will be an audible test of the flood warning system on November 14th at 1:00 PM. There will be a tabletop meeting following it.

6. MINUTES OF COMMISSION MEETINGS – Ian Murray had an update on the Economic Development Meeting discussion regarding the daycare. They will be coming to the city to discuss different options. Parking is an issue. They need to have a half-acre area. They qualify for 2 million dollars if they can get a site.

7. REPORT FROM CITY ATTORNEY – Everything he has worked on was covered in the Managers Report.

8. REPORT FROM MAYOR, CITY COUNCILORS – None

9. ADJOURNMENT – Meeting adjourned at 8:24 PM.