

**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM DECEMBER 9, 2024**

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

ATTENDEES:

**Corey Sweeney, on Zoom
Ralph Klock
Sharon Inskeep
Ian Murray, arrived at 7:12
Adam Doherty
Cody High
Dale Bates
John Doherty
Chad Doherty
Steve Rhea
Nathen Braun
Bill Kuhn**

Absent: None

Members of the Public: Kim Cutsforth, Joe Armato, Gus Peterson

On Zoom: None

1. GENERAL BUSINESS

- A. Call to Order. Adam Doherty called the December 9, 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 – Under Presentations, Heppner Daycare will be deleted. They will have a presentation ready for the January meeting.
- D. Correspondence - None
- E. Requests – None

F. Presentations – WCVEDG

Kim Cutsforth gave the year end report for WCVEDG. Priorities for WCVEDG are Housing, Business Enhancement, Senior Services, Childcare Services and Community Enhancement. They have a variety of projects in Housing. They are trying to improve affordability and accessibility. Current Housing projects are Housing Rehabilitation Grant Program, Chase Street Lots Project, which is to build two small accessible homes for seniors interested in downsizing and selling their family sized homes. Robinson Heights Property Project, to develop 13 one-to-three-acre parcels in Heppner city limits. The Business Enhancement Program has invested over \$129,000 in new and existing businesses. Total estimated value is over \$370,000. In addition to providing funding for technical assistance programs catered to entrepreneurs and small business owners. The Senior Services Program initial \$15,000 investment has had incredible impact. Local non-profit South Morrow Seniors Matters has leveraged WCVEDG funds to receive over \$150,000 in grants and donations. WCVEDG also funded improvements at Willow Creek Assisted Living facility, and St. Patrick's Senior Center. The Childcare Services program is working towards a new childcare facility for South Morrow County Families. The seed money aided Heppner Daycare to successfully seek additional funding, totaling \$900,000. The Community Enhancement program has assisted community groups and non-profit organizations including Heppner Youth Baseball, Small Business Artisan Mercantile (Market 87), Food Boxes for the Neighborhood Center of South Morrow County, new roof for the Odd Fellows Historic Downtown Building, Pollinator Garden, Bingo Equipment for Heppner Housing Authority, and the Accessible Playground Project for the City of Heppner. In 2024, WCVEDG has granted over \$260,000 for 12 community projects, with a total value of over \$850,000. Year-round grant opportunities are for Housing Rehabilitation; Demolition, Abatement, Utility; New Construction, and Business Enhancement. They held a strategic planning session for 2025. Outlook for 2025 is to continue current incentive programs, provide support for business resource development, support childcare resource development and continue to support senior support services and programs. CREZ II funding has made an incredible impact through WCVEDG programs. In 2024 CREZ II awarded WCVEDG \$579,357.00 and WCVEDG invested over \$575,000 directly into South Morrow County.

2. COMMUNICATIONS FROM THE PUBLIC – Gus Peterson (Morrow County Commissioner elect) introduced himself. Even though he won't be able to attend every meeting in Morrow County because there's too many to be at simultaneously, he wants to be somebody that is involved and active and be available for people to talk to.

3. CONSENT AGENDA

- A. November 12, 2024, City Council meeting minutes, and November 26, 2024 Work Session Minutes.

Corrections were noted for the meeting minutes.

Motion to approve the minutes with corrections by Dale Bates. Seconded by Cody High. 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.

3 Lift Assists
5 Landing zones
1 Motor vehicle accident with injuries, 2 patients life flighted.
1 Bomb threat
2 controlled burn callouts
1 Non-injury motor vehicle accident
1 Arching transformer
1 Power line down, caused by an uprooted tree
1 Motor vehicle accident cancelled enroute
1 Mutual aid to Lexington
Alarm activation at St. Patrick's Apartments
18 calls for the month, 196 for the year to date
38 Chief calls

Did a safety presentation for ODOT at their annual safety meeting. Still working with the mayor on fire mitigation drone spraying. Submitted the payment packet for the wildfire staffing grant. Steve attended the Anderson Perry Work Session.

B. Morrow County Sheriff's Department – There were 393.50 hours for November. A total of 191 incidents. One felony arrest. Traffic stops are up a bit, with only 4 citations.

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

Water Dept. – Public Works worked on repairing the water service to city Park for multiple days. Inspected a leaking water meter service on Aiken St. Repaired a broken water meter service at the corner of S. Main and May Streets. Public Works had an emergency water line fix. The homeowner hit another homeowner's water

line and pulled the whole meter service out of the main line. Chad drove to HD Fowler to get water parts. Did multiple water locates.

Sewer Dept. – Cleaned the contact basins twice. Did 6 septic dumps. Did one after hours septic dump. Public Works installed two new sewer services on Chase St. Set up new hydraulic grease gun for valves at the wastewater treatment plant. The Crew fixed a customer's sewer line that was hit by another homeowner attempting to fix their water line. Chad took quarterly sewer samples and drove them to Prineville. This was the last quarterly sample that was required to take for our NPDES permit.

Streets Dept. – Public Works repaired multiple street signs that were damaged in a windstorm. Decorated trees on Main Street. Put decorations on light poles on Main Street. Picked up leaves at the Main Street intersections on multiple days. Finished the striping project at the Morrow County Health District emergency room. Hauled spoils from the yard to the city dump. Public Works trimmed all of the newer trees on Main Street. Swept streets around town. Cleaned off storm drains after a heavy rainstorm.

Parks Dept. – Put lights on the farm equipment at Heritage Plaza. Put lights on the trees at Heritage Plaza with assistance from Allred Land Worx. Picked up leaves at City Park on multiple days.

Park District – Caleb and Chad continued to take care of the therapy pool. Trouble shot the chemical metering pumps at the therapy pool. Changed the rubber tube in the pump and injection ports to the outlet waterline of the pool. The crew closed the fit park restrooms for winter. Changed the carboy of chlorine at the therapy pool.

Shop/Other Dept. – Worked on the hot water tank at the Chiropractic office. Researched CDL schools and found one in Troutdale. Delivered all the fire extinguishers to City Hall for service. Attended Anderson Perry pre work session and council work session.

D. City Manager Report – John Doherty read the City Manager Report.

1. Engineer of Record – return signed EOR contract to Anderson Perry, schedule Work Session for WSMP review and discussion.
2. POM – November meeting, attended via Zoom. Mill site update – DEQ requesting additional test digs, Incubator Building discussed and no further developments.
3. Hermiston IT completed final new computer setup. Various issues addressed with multiple terminals.
4. Cowins St property cleanup – Met with property owner and progress is slowly moving forward.
5. Gale St Alley – Continued search for contractor to repair driveway, local contractors currently have full schedules. Goal to complete repair before January 01, 2025. CenturyLink locate requested, pre-construction.

6. Wildhorse Foundation – Received approval of \$20K grant for City Park Remodel. Filed grant agreement and terms with Wildhorse. Received payment. Press Release announcing award will appear in December 11th edition of Gazette Times.
7. WCVEDG – Held Strategic Planning meeting @ Hub on November 14th with 20+ in attendance. Focus Groups worked on ideas for future development in multiple areas.
8. Chase St Properties – RE contract moving forward, Closing will occur in December and WCVEDG will move forward with construction when permits received from City of Boardman.
9. Morrow County – Met with Matt Jensen regarding Telemetry funding. County drew up contract with approval at December 4th BOC, funds in amount of \$110,779.00 will process payable to City of Heppner.
10. PW- Discussed employee CDL training/scheduling with Chad, Gale St Alley, Willow St storm drainage, discuss Linden Way leak/repair, Gilmore St project, prep for AP meeting and Work Session.
11. FEMA/NFIP/PICM – Contact Region 10 with request for exemption, which was denied. Filed request for support with PICM choice. Informed FEMA of our choice of “Permit-By Permit Review,” by December 1st deadline.
12. LOC – Oregon Property Owner's Association (OPOA,) filed memorandum to Oregon Municipal Governments and FEMA in regard to NFIP/PICM. Memorandum details PICM violations of Oregon Land Use Laws.
13. Met with Mayor to discuss (1) meeting with County government and (2) Meeting with Morrow County cities Mayors and Managers to discuss focus projects for benefit of all. Meeting date TBT.
14. Heppner Daycare – Provided with deed information for Hager Park along with maps and measurements of parcels. Placed Heppner Daycare on Council Agenda to present.
15. Linden Way resident water issue – Met with resident to discuss water leak/breakage/repair and city's and property owner's responsibilities and shared information we have available for utility location.
16. Reviewed payroll, monthly bills, bank reconciliation.
17. MSCO – Have deputies working on multiple code enforcements on Aiken, Cowins, Court, and Chase Streets.
18. Heppner Housing – Attended November meeting and attended a special Zoom with HHA, OHCS, Greg Smith, and Kim Coil to discuss timeline, opportunities, needs, and requirements for change in management. New HVAC installed @ St Pats on November 20th.
19. Permits/Forms – Revision of Zoning, CU/Variance forms in process. Master Fee Schedule research work and will schedule work meeting with Chad to finalize draft to present to Council.
20. Dealt with complaints and requests stemming from November 19th windstorm event.

21. ODOT SCA – Heppner grant request not approved. 2025 SCA application window begins in March (vs July,) in 2025. Will review with AP and update for spring 2025 application.
22. PSU population estimates received. 2020-2023 numbers revised, lowering Heppner's population.
All Morrow County cities and county as-whole had population numbers lowered. Discussion with leadership throughout county on how to address this, which affects our per-capita funds distribution.
23. Travel Oregon/BluePath – Met with Hannah Payne @ City Hall to discuss access for visitors with disabilities. BluePath is a non-profit community that serves both consumers and businesses to make it easier to get around and get business done. She photographed City Hall and is listing our property among other Heppner properties that are accessible.
24. MCPW – Contacted about recycling stations. They will contact Miller's about scheduling increased pickups.
25. LPSCC – Attended November meeting.
26. Public Works – attended Heritage Park lighting ceremony. Kosta flipped the switch, and everything looks great. City has received many compliments on decorations, PW doing a wonderful job of keeping the city looking great.
27. Morrow OHV – County requested Chad review their lagoon system for permit renewal. Chad to work with Greg Close.
28. AP – Chad and I met with Dane Maben prior to Work Session. Discussed WSMP, Gilmore St, Water Caucus Survey, and PW design specification.
29. Work Session – Dane Maben with AP presented water system update. Reviewed needs and priorities. Will discuss @ January Goal Setting with recommendation to AP for finalization of WSMP.
30. Cross-Hill Well – Sent AP letters of support and request agencies to write or update letters of support.
31. AP – Sent PW design standards for Chad and I to review/revise.
32. FD- City received payment from OSFM for Pilot Rock fire assistance. Payments split between COH and Fire Aux (for use to cover training costs.)
33. FY 23-24 Audit – Barnett and Moro requested additional information and provided recommendations prior to completion. Heather and John worked with B&M to complete.
34. Elections – Received Abstract from MC Clerk. Spoke with write-in candidate and filed SEL-141 with MC Clerk. Completed Resolution 1082-24 – Elections Resolution.
35. Attended First Responders Dinner with members of MCHD, MCSO, and Heppner, Lone, and Lexington Fire. Dinner sponsored by MCURD.
36. GEODC – Attended monthly meeting and special session on goal setting and election and duties of directors.
37. Received/reviewed complaints from residents regarding parking, un-permitted animals.
38. POM – Attended December meeting.
39. Met with Mayor and County official to discuss 2025 projects.

5. BUSINESS

A. Old Business

1. Anderson Perry – This will be discussed at the January 10th Goal Setting Meeting.
2. Elected Essentials Training

This is required for elected officials. Region 11 training will be held in Pendleton on December 19th and 20th from 5 PM to 9 PM.

B. New Business

1. Resolution 1082-24, A Resolution Canvassing the Results of the November 5, 2024, General Election for the Mayor and City Council Positions and Declaring the Results.

Motion to approve Resolution 1082-24, A Resolution Canvassing the Results of the November 5, 2024, General Election for the Mayor and City Council Positions and Declaring the Results by Cody High. Seconded by Adam Doherty. Motion Carried

2. 2025 Goal Setting Meeting – The City Council 2025 Goal Setting meeting will be held on January 10, from 11 AM – 1 PM

6. MINUTES OF COMMISSION MEETINGS – For information only. Scheduled an Economic Development Committee meeting for December 17th at 7:00 PM.

7. REPORT FROM CITY ATTORNEY – He worked on the easement for the WCVEDG property.

8. REPORT FROM MAYOR, CITY COUNCILORS – The St. Patrick's Committee will meet on January 8 from 5:30 to 6:30.

9. ADJOURNMENT – Meeting adjourned at 7:53 PM.