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**MINUTES OF THE CITY OF HEPPNER CITY COUNCIL MEETING
HEPPNER CITY HALL, 111 N. MAIN STREET, HEPPNER, OREGON
7:00 PM DECEMBER 8, 2025**

ATTENDEES:

**Corey Sweeney
Ralph Klock
Sharon Inskeep
Joe Armato
Adam Doherty (on Zoom)
Ian Murray (arrived at 7:05)
Dale Bates
John Doherty
Chad Doherty
Steve Rhea
Eric Chick**

Absent: Nathen Braun

Members of the Public: Gus Peterson, Joe Miller

On Zoom: Heppner Gazette

1. GENERAL BUSINESS

A. Call to Order. Corey Sweeney called the December 8, 2025, 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

There will be an addition to Old Business: Anderson Perry Agreement.

Mayor Corey Sweeney announced that former Mayor Les Paustian has passed away. The council expressed their gratitude for his service to the city.

D. Correspondence - None

E. Requests - None

F. Presentations - None

2. COMMUNICATIONS FROM THE PUBLIC – Joe Miller stated that he is still 100 % against the council's decision to sell a portion of Hager Park to Heppner Daycare. The park belongs to the citizens and not the Council. He is not opposed to the Daycare, just the location.

3. CONSENT AGENDA

A. November 10, 2025, City Council meeting minutes.

Motion to approve the minutes by Sharon Inskeep. Seconded by Dale Bates. Councilors Sweeney, Klock, Murray, Armato, Doherty, Bates and Inskeep voted unanimously to approve. Motion Carried.

B. Approval of Monthly Bills

Motion to approve the monthly bills by Ralph Klock. Seconded by Joe Armato. Councilors Sweeney, Klock, Murray, Armato, Doherty, Bates and Inskeep voted unanimously to approve. Motion Carried.

C. Financial Statement – For information only.

4. REPORTS

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

3 lift assists with EMS
3 secure landing zone
1 motor vehicle accident, non-injury
1 smoke detector activation in the city
1 vehicle fire in the city
1 natural vegetation fire RFPD
2 CPR assist with EMS
1 mutual aid to ODF forest fire
166 Chief Calls for 2025, 28 for the month of November.

Steve and Trevor flew to Texas for the final inspection on Type 3. Tac Tender use report for the month of October sent to OSFM. I attended OTFTA training meeting in Hermiston. Installed rear door handles in #544. Installation of smoke detectors continues.

Steve Rhea is stepping down as Fire Chief in January. He recommended Eric Chick as his replacement and has the utmost confidence in his abilities. Steve will be staying on as an administrative assistant. He said it has been an honor to serve as Fire Chief the

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last 6 years. Corey Sweeney thanked Steve for his service and for staying on during the transition.

- B. Morrow County Sheriff's Department – 367.75 hours for November. Nathen Braun was absent. There were no questions regarding the report.
- C. Public Works. Chad Doherty read the Public Works report.

Water Dept. – Repaired the Morrow County Weed Department standpipe. The 2" frost free was stuck open. Updated GIS points within the water system. Flushed out a hydrant on South Main Street because of a report of bad tasting water. Repaired the chlorine chemical feed pump at reservoir #1.

Sewer Dept. – Cleaned the contact basins twice. Completed 4 septic dumps. Cleaned the sewer lines on Hager, a section of Gilmore, and South Court Streets. The sewer jet hose got stuck in an unknown 90-degree elbow. The crew had to dig up a section of South Court Street to remove the stuck portion of the hose. During this process we had to cut the jet hose to remove the portion that was stuck. The crew filled in the two sections of South Court Street with cold mix. Removed dead trees from the sewer plant. Reviewed the mixing zone study and sent comments to Anderson Perry. Chad attended the LEPC meeting in Boardman. Caleb replaced the check valve on the trickling filter lift pump.

Streets Dept. – Cleaned out the guardrail on Barratt Blvd. The crew installed the Christmas light pole decorations and wrapped lights around the trees on Main Street. Traveled to Portland and picked up 12 trees from Super Trees. Blew off sidewalks and bubble outs on Main Street and swept Main Street twice. Swept Gale Street and Riverside Ave. Installed the sander/plow on the Ram 3500. Installed winter tires on the plow. Removed the leaves from Lovers Lane Bridge. Took the Ford Ranger to Brannon Auto Repair to fix the four-wheel drive and the windshield wiper motor. Removed a dead deer from South Main Street. Framed and fixed the last broken curb. Trained Cedrick on loading the Ranger with Deicer.

Parks. – Removed the leaves from City Park and other parks on multiple days last month. Installed new no smoking and CCTV camera signs at City and Hager Parks. Installed Christmas lights at Heritage Plaza. Worked with Allred LandWorx to install lights at Heritage Plaza. Removed the hunter's water sign and hose and shut down the Plaza for the season. Removed the soccer goals from Hager Park.

Park District – Repaired the therapy pool filter pump. Drained the therapy pool and filled it with new water.

Shop/Other Dept. – Brought all fire extinguishers to City Hall for annual testing. Returned them to their locations after testing. Winterized the drinking fountain at

Thomson Square. Replaced a door hinge on #10 Ram 1500. Repaired the pull start rope and guard on the cutoff saw. Boxed up Morrow County Chronicles for Kay Proctor. Attended bi-weekly meetings with Dane from Anderson Perry.

The Council commented on how great the lights in the park look.

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

1. FY 25 Audit – Heather and I continued to provide Barnett & Moro with information for completion of audit.
2. District Courthouse – Completed Land Use Compatibility Study (LUCS,) for Apex for submittal to State of Oregon. Provided all City permits and approvals. Received engineering documents for new facility as submitted from Morrow County & Apex for necessary building permits. Meetings with Mayor and Chad to discuss future of site.
3. City Park – Multiple meetings with Northwest Playground Equipment on design and purchasing of equipment for remodel. Communication with Anderson Perry for necessary engineering/design plat for remodel. Spoke with several cities in region that have installed NW Playground equipment. Chad and I visited several installations in City of Pendleton and also viewed “gently used,” equipment with Hermiston School District that is available at no cost.
4. Port of Morrow – Attended November monthly meeting. BizOR funds discussed and POM agreed to advance funding pending other sources or final decision on possible cuts (which could be 13.7%.) Former millsite mitigation scheduled completion of mid-February 2026.
5. Planning – Met with Kenny Land Surveying several times on various surveys in town. Discussed possible land purchase with resident (will discuss with Bill Kuhn before presenting to Council.) Processed final permit for manufactured home placement. Met with resident regarding accessory structure design and requirements.
6. Anderson Perry – Continued bi-weekly meetings with Dane and Chad. All current projects on schedule and meeting deadlines. Dane continues to assist City with grant applications. Provided Dane with information needed for applications (past loans, payoff, legal ability to assume debt.)
7. Chamber – Attended 1st St Pats Celebration meeting for 2026.
8. Parks department – Chad and I finalized order for new landscaping and parks trees after researching best options for various applications. PW picked up trees from supplier.
9. MoCo Fair – Held meeting with MoCo admin, Mayor, AP, and Kim C regarding flood mitigation. Informal meetings with MCPW and OTPR board members.
10. Legislature – Drafted and submitted letter regarding HB 3654, a bill that would lower grant contribution amounts for small cities.
11. Researched Public Contracting requirements and OR DAS Cooperative Purchasing Agreements for future purchases.
12. PW – Meetings with Chad and street signage, safety, and equipment purchasing and made purchase for several items. Work with Chad on projects for PW as Parks

Department work has dropped off. Chad & I investigated complaints and met with property owners. Discussed IT improvements with Chad (sewer plant internet, computer hardware, alarm auto-dialer.)

13. Fire Department – (Finally,) received payment for firefighters and equipment deployed to Pacific Palisades Fire. Worked with Steve and Heather on payment allocation between entities and personnel and equipment. Researched titling on Pierce ladder truck and resources in the equipment. Yearly Volunteer pay processed.

14. Review payroll, bank reconciliations, monthly billing, and payments.

15. MCSO – Continue to work with deputies on multiple code enforcement areas. Parking violations & traffic safety continue to be high volume items. Continuity, follow-through, and timely updates are a continued challenge.

16. MCSD – Attended MCSD Bond Design Advisory Committee meeting in Irrigon. Group working on priorities in design of new facilities in Boardman, Irrigon, and Heppner.

17. City Hall – Approved Hermiston Glass quote for access improvements to City Hall, work to commence late December/early January.

18. CRS – Submitted additional information for Community Rating System (FEMA floodplain.)

19. SAM.gov – Researched all physical documents within City Hall for historical documents that will satisfy requirements for renewal of City's profile and UEI. Worked with RCAC on research and receipt of documents from Oregon SOS Archives Division. Submitted (yet again,) documents for UEI renewal. (This project was largest time resource usage in past month, ~40 hours!)

20. Resolution 1098-25 – Drafted for Council relating to SAM.gov renewal.

21. Oregon DAS – Review changes in fees and previous years registrations. Draft letter for Council review for ACH authorization for Heather and I to review and receive payments and billing (currently cannot see information on payment received of unknown origin – DAS info/authorization on file is over a decade out-of-date.)

22. CIS – Completed final Closing Report for Fire Department #531 and submitted to close claim.

23. COH equipment – Researched equipment loan/rental. Discussed past practices with Chad. Researched LOC model policies and reached out to their legal counsel as well as other cities through OCCMA. Policy creation in process for Council review.

24. OHA – Attended "Drinking Water Source Protection Fund" webinar. Possible grant funding available in the future.

25. Heppner Housing Authority – Attended November meeting.

26. Investment Policy – City had bonds mature in November. Researched and reinvested funds.

27. TCP – Continued meetings on timecard software as we near "going live."

28. Council Packet - Draft Manager's Report and distribute Council Packets.

Corey Sweeney asked how code enforcement was going. John Doherty said that follow through and updates can be difficult with the schedule switch. We often do not know who our deputies are, we do not have a schedule, and they don't always

check in. This is one of the definite areas to discuss when we look at renewing the contract with the Sheriff's office.

5. BUSINESS

A. Old Business

1. City Park remodel – playground equipment purchase

The council previously approved up to \$200,000.00 to purchase playground equipment. We currently have \$333,000.00 committed. A bid process is not needed as the equipment is being purchased from a state approved supplier. The total order for the equipment in our design came out at \$223,083.60 including a 10% discount. Approval is needed for the additional \$23,083.60.

Motion to approve the additional \$23,083.60 to purchase playground equipment by Ralph Klock. Seconded by Ian Murray. Councilors Sweeney, Klock, Murray, Armato, Doherty, Bates and Inskeep voted unanimously to approve. Motion Carried.

2. Anderson Perry Agreement

An additional \$18,000 is needed for the Recycled Water Use Plan and Biosolids Management Plan that Anderson Perry has been working on. They have done a lot of work on the plans and the cost has gone up. They started working on it in 2021. This is still within budget, but the expenditure was not approved. The council approved the additional \$18,000.00.

B. New Business

1. Resolution 1098-25, A Resolution Confirming the Legal name, Address, and Founding of the City of Heppner

This resolution was created to help reestablish our Sam.gov number. This happened because it was not renewed. The UEI number is necessary to apply for and receive certain kinds of funds. John has been working on this for almost two years. It has been difficult as the documents that are needed were likely destroyed due to water damage in the previous city hall location.

Motion to approve Resolution 1098-25, A Resolution Confirming the Legal Name, Address, and Founding of the City of Heppner by Ian Murray. Seconded by Joe Armato. Councilors Sweeney, Klock, Murray, Armato, Doherty, Bates and Inskeep voted unanimously to approve. Motion Carried.

2. Finance – Authorized Signer Update with Oregon Department of Administrative Services

We received funds from Oregon Department of Administrative Services and have no record of what the funds are for. We are unable to request more information as the last approved signers are listed as DeMayo and Eckman. The Mayor can sign the letter to approve updating the authorized signers. The council approved and Mayor Sweeney will sign the letter.

3. City Equipment Rental

Allred LandWorx has requested the use of the scissor lift for a project they are doing in Heppner. They rent a property from us, and we do business with them. They have liability coverage and would use it for 3 to 5 days if approved. It would be stored at the city shop at the end of each day. There is currently no policy for this. This will be allowed this one time, and a policy will be discussed at the January work session.

6. MINUTES OF COMMISSION MEETINGS – For Information only

7. REPORT FROM CITY ATTORNEY – He didn't do much last month, but he will be meeting with John to work on code.

8. REPORT FROM MAYOR, CITY COUNCILORS – The council scheduled a Goal Setting Meeting for Friday January 16th from 11 am to 1 pm.

9. ADJOURNMENT – Meeting adjourned at 7:58 PM.