



CITY OF PILOT ROCK

144 N Alder Pl PO Box 130 Pilot Rock, OR 97868

www.cityofpilotrock.org

CITY COUNCIL MEETING

July 6, 2021 6:00PM

Council Chambers

MISSION

To serve our citizens, operate in a fiscally conservative manner, provide quality basic services, and involve the community in the decision-making process. Be responsive, responsible and provide civic leadership.

AGENDA

A. CALL TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

Public comments will be limited to 3 minutes as per ORS. #519, Sec. 8: B, D, E. Must sign the Roster to speak.

E. PRESENTATION:

F. ACTION ITEMS:

1. Ordinance 592/Use of Recreational Vehicles – City Recorder
2. RV Park Dispute – City Recorder
3. Natural Hazard Mitigation Plan – City Recorder
4. Irrevocable Consent Agreement – City Recorder
5. Request for Permit Funds – Public Works Director

G. INFORMATION ITEMS, REPORTS & PRESENTATIONS

1. Department Head Report

H. CONSENT CALENDAR

1. Approval of bills
2. Approval of the June 15, 2021 minutes

I. CITY COUNCIL COMMENTS

J. EXECUTIVE SESSION – NONE SCHEDULED

K. ADJOURNMENT

NEXT COUNCIL MEETING, July 20, 2021 at 6:00PM at 143 W. Main is accessible to the disabled. Please contact the City Recorder at City Hall 541-443-2811 if you have questions.

City of Pilot Rock, Oregon

STAFF REPORT

Date: July 1, 2021

For Council Meeting of: July 6, 2021
Agenda Item No: F-1

To: Honorable Mayor and City Council
From: City Recorder

Issue: Ordinance No. 592 Parking, Storage or Use of Recreational Vehicles Ordinance

SYNOPSIS: The first reading of Ordinance 592, Parking, Storage or Use of Recreational Vehicles was completed at the June 1, 2021, City Council Meeting. Council by motion tabled the issue for the creation of a Citizen Action Committee.

This issue comes before Council for action at this time.

OPTIONS: The following options are available for City Council.

1. Modify the ordinance based on recommendations received by the Citizen Action Committee
2. Do not modify the ordinance
3. Other action as directed by Council

RATIONALE: At the June 1, 2021, City Council meeting, Council made a motion to table Ordinance 592 and requested the large audience to form a Citizen Action Committee to provide suggestions to address specific situations for those living in Recreational Vehicles. They were requested to return to present suggestions at the July 6, 2021, City Council meeting.

BUDGET IMPLICATIONS: None

BACKGROUND INFORMATION: The first reading of Ordinance 592 was complete at the June 1, 2021, City Council meeting. For the June 1, 2021, meeting, public notices were posted at the Post Office, City Hall, Council Chambers, Mini-mart and the PR Market on May 19, 2021. The notice was posted on the City website on May 19, 2021 and ad was placed in the Eastern Oregonian on May 22, 2021. One written statement was received at that time. Three more statements have been received from the public.

ATTACHMENTS: Ordinance 592 and three statements from citizens

**CITY OF PILOT ROCK
ORDINANCE NO. 592**

PARKING, STORAGE OR USE OF RECREATIONAL VEHICLES ORDINANCE

WHEREAS, it has come to the City Council's attention that there are several recreational vehicles being used as a residence;

WHEREAS, the Pilot Rock City Council finds that steps must be taken to limit the amount of time that a recreational vehicle can be used for dwelling purposes; and

NOW, THEREFORE, THE CITY OF PILOT ROCK ORDAINS AS FOLLOWS:

Section 1. The Municipal Code of the City of Pilot Rock, Oregon, shall be amended as follows:

Add new Chapter 18.70.105 entitled "Parking, Storage or Use of Recreational Vehicles" as follows:

18.70.105 Parking, Storage or Use of Recreational Vehicles

No recreational vehicle shall be used for living and/or sleeping quarters, when parked or stored on a residential lot, private driveway, city right of way or in any location not approved by the City Council for such use. An exception is allowed with an approved permit for recreational vehicles used for guest accommodations for a maximum of 14 days within a three-month period.

Section 2. This ordinance shall take effect thirty (30) days after passage.

PASSED by Council and approved by the Mayor this ____ day of _____ 2021.

Approved: _____
Mayor

Attest: _____
City Recorder

First Reading: June 1, 2021

Second Reading: _____

Teri Bacus

From: Wanda Young
Sent: Monday, June 14, 2021 3:32 PM
To: Teri Bacus
Subject: Living in RV

I would like to share our experience of having someone living in a RV with no water and sewer hookups. My next-door neighbor had someone living in an RV for well over a year with no water or sewer hookup, he would come out of his trailer half dressed, with his towel in hand to go into the house for a shower. Pretty sure he relieved himself in the middle of the night behind the trailer. This trailer was 12feet from our house! We also worried about the trailer catching fire and the safety of our place.

Thank you, Frank and Wanda Young
852 SW Cedar

Teri Bacus

From: Elizabeth King <eeking07@gmail.com>
Sent: Monday, June 28, 2021 8:23 PM
To: Teri Bacus; bob.deno@cityofpilotrock.org; Jackie Carey; Raymond Doherty; Robbie Young; Kody Johnson; Paula Evoniuk
Subject: RV OR. #592

Honorable Mayor Carnes and the Pilot Rock City Council,

Thank you for your time. I am writing to you because I will be out of town on the 6th of July. I do not know if the citizens of our city will get to vote on the issue of living in RV's, or if the council will be voting on it. I would like the opportunity to be heard at any rate.

When I read about this subject, I was confused. I thought we had an ordinance about not living in RV's. I remember a few years ago at a counsel meeting, the Drakes asked permission (and it was granted) to live in their parents driveway for a time, to take care of sick parents. But when I read on the PR facebook site that Mr. Bacus was leading this "fight" it sounded quite emotional. In fact, the day after I posted my reply "isn't it a law?" my neighbor came over very distraught with me. I said I wouldn't be attending any of the meetings because it was so upsetting to her. But the more I thought of this, I decided that I must speak up, or I will not have the right to question this major change of ordinance. My neighbor has two campers on her property, where their family with three school age children moved in from out of town. They lived for a year or two in the campers and house. When they moved, another family couple parked their RV in front of the house for 21/2 years. We stepped across their electric cord for that long. They left, only to be replaced with another family member and her husband with an RV in the backyard. It's nice to not run into them with their toiletries going into the house (it felt like a KOA to me), but now I have to listen to this new family fighting all the time. My other neighbors to the west moved a single wide into the grandparents lot (the counsel has discussed this before) twenty years ago, and three children were raised there and graduated from PR, all without paying a single dime for taxes, water bills, or police protection.

I understand the emotional side, this couple had a house fire, this couple is taking care of a dying or sick relative, unemployed, homeless. Mr. Bacus said it was government overreach, poor vs rich. However, without sounding cold, I'd like to question the issue of safety and taxes. If the RV'ers have a fight and need 911, or there is a medical emergency, where do the police find their address (and who pays the police department to help them)? If our city is paying for a school bond, why does it directly come from the citizens paying taxes, but not the ones living in RV's? And what about water and sewer? The RV in the street drove to the RV dump and back. But what about the ones who do not have this luxury? Or the proper electric cords? Or neighbors who listen to the generators running in this heat, or in the winter?

Why did the city have Mr. Hatley bother to go through the zoning and fees to build his RV park, when neighbors could easily have one? Will there be a limit on how many RV's can be packed in a yard? Can rent be charged for "family" members?

I do not see this as government over reach. I see it as civility. Thank you for your time, Liz King

274 SW 3rd, Pilot Rock, OR

To the City Council:

Rules are usually not arbitrary, they have reasons and many are for the protection of people or property. The rule on not allowing people to live in a recreational vehicle on private property is one such rule. Should people be allowed to use their rv as an "extra room" for a temporary guest- sure. How about if a relative is coming to visit and wants to park their recreational vehicle on your property for a week or two, yes that is great and is actually allowed under the current rules.

My concern- the neighbor who has had someone living in an RV in his driveway for over a year- I was concerned about fire this winter because his heat source was a heat lamp and that did not seem very safe. Then there is other neighbor who has just recently moved someone in - only been there for a few months now. There was a loud and violent occurrence that scared me and made me wonder if I should call the police. The neighbor behind me who allowed someone to live in there trailer for months- well they have actually moved on.

I have many objections, some are about my property value or lack thereof because of the neighbors. Then there are safety concerns, a house catches fire- do the firefighters need to check the house AND any other structures because they cannot be sure of where people are staying/sleeping. This seems like an extra risk both to the firefighters as well as an occupant.

And then there is the fact that unfortunately some people will take advantage of the situation. It is ALREADY NOT LEGAL to live in a trailer/rv on personal property; but people do it anyway. Imagine if it was freely allowed.

I do sympathize with people who want to use their rv as a temporary (i.e days, weeks NOT months) but that really isn't the problem.

The inclosed example is extreme but it could happen. Imagine if Pilot Rock became known as a place you could legally camp on private property.

Please for the consideration of all the residents and especially homeowners do not let living in recreational vehicles become legal.

Thank you,
Susan Price- homeowner and citizen of Pilot Rock for 18+ years.

--
Susan Price
Pilot Rock Library

City of Pilot Rock, Oregon

STAFF REPORT

Date: July 1, 2021

For Council Meeting of: July 6, 2021
Agenda Item No: F-2

To: Honorable Mayor and City Council
From: City Recorder/Planner

Issue: Development of RV Park

SYNOPSIS: Robin Matthews owns a vacant lot that was approved for the development of a Recreational Vehicle (RV) Park. A citizen addressed City Council at the June 15, 2021, meeting and asked about the validity of the approval and extension.

This issue comes before Council for action at this time.

OPTIONS: The following options are available for City Council.

1. Approve the RV park extension
2. Disapprove the RV park extension
3. Other action as directed by Council

BACKGROUND INFORMATION:

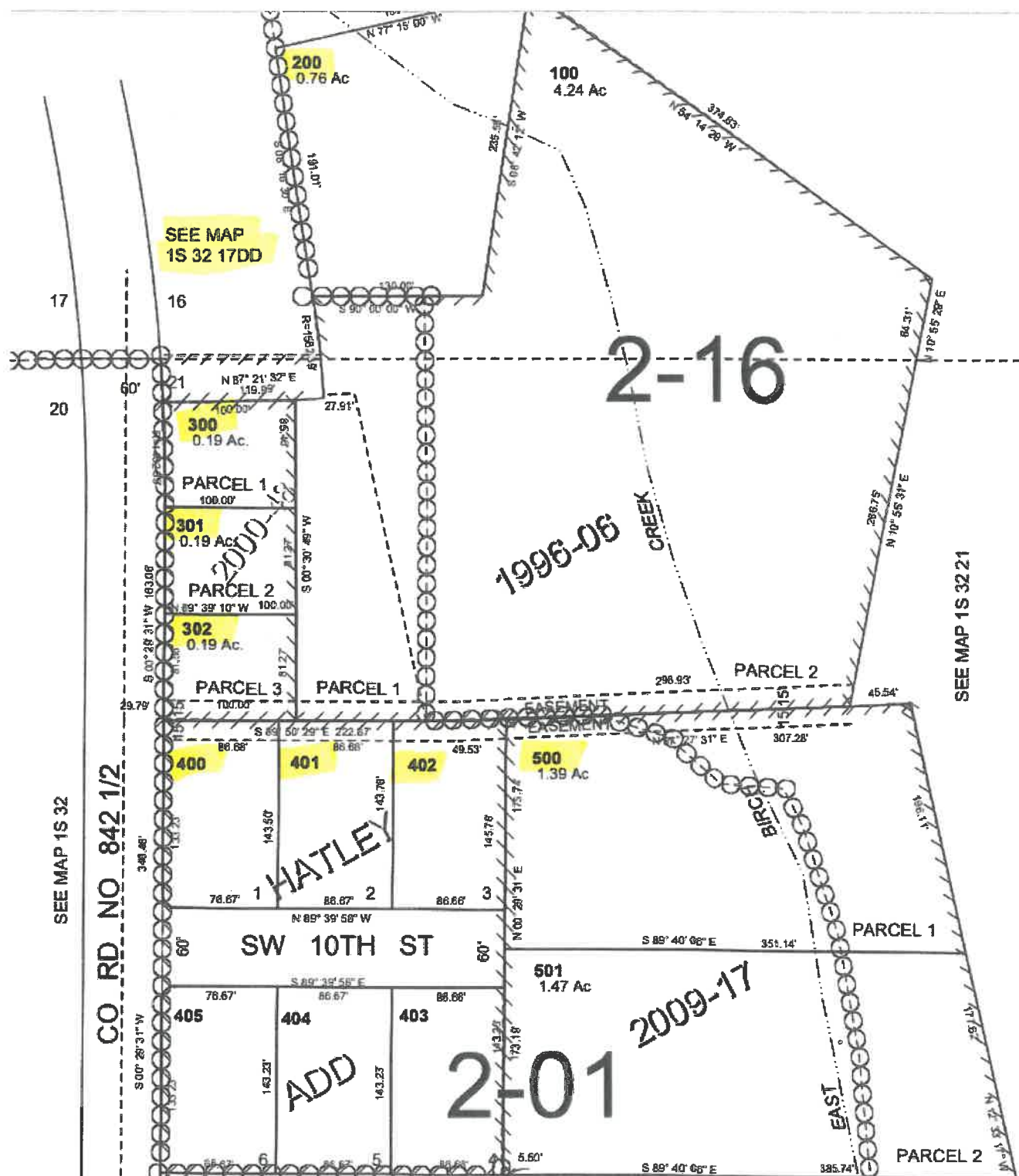
1. Notification – The notification process was questioned, and citizen claims he did not receive any notification of the RV park.

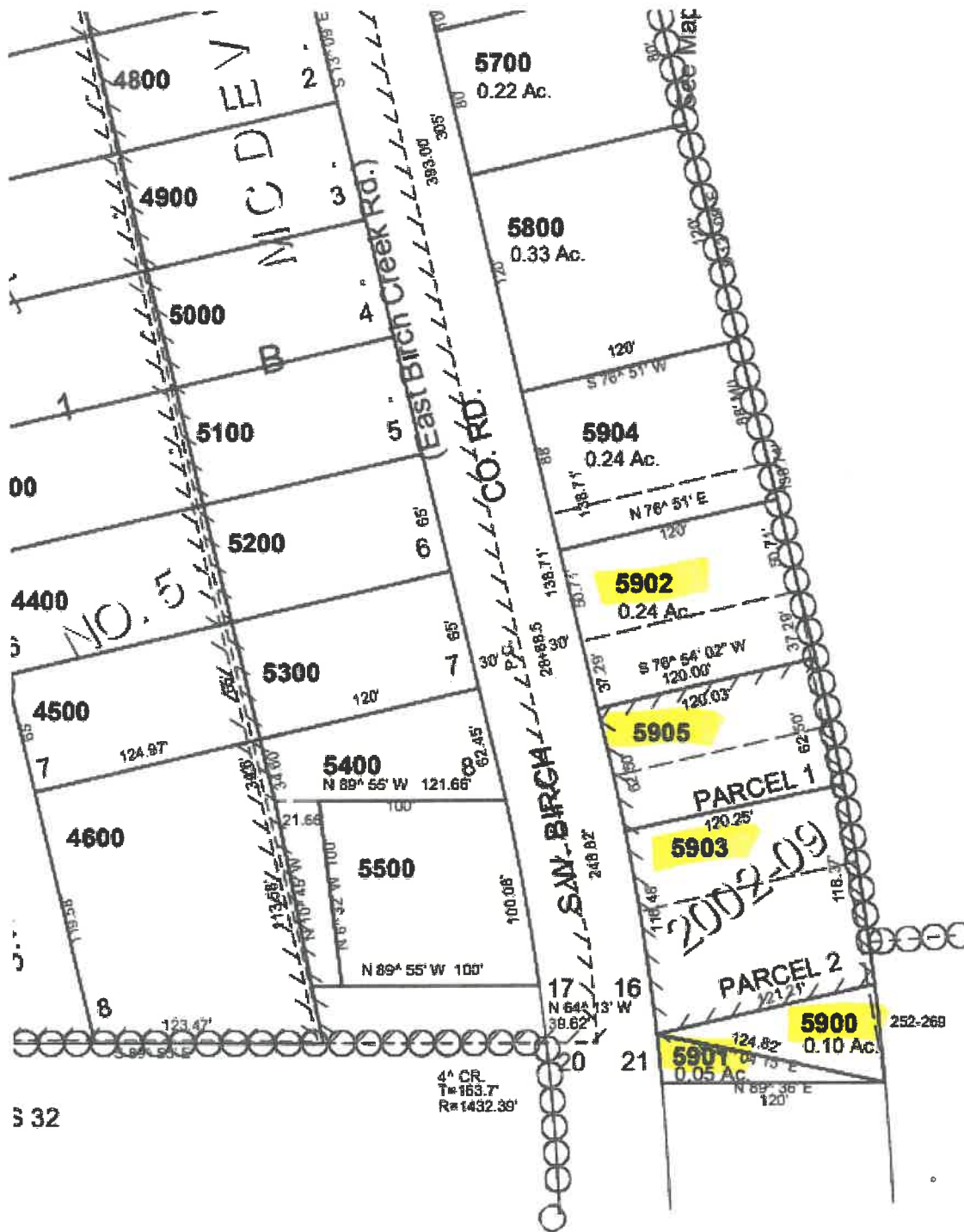
a. Notifications were mailed on October 2, 2019 and ad was placed in the Eastern Oregonian (Oct 3), the Pilot Rock newsletter and notices were placed at the Post Office, Council Chambers, City Hall and the mini-mart. The notification process is designed to have various means of communication so that one method is not relied upon. Per Pilot Rock Municipal Code 18.110.020 Public Hearings states “Failure of a person to receive a notice prescribed in this subsection shall not impair the validity of the hearing”. Notifications are not required for the extension process.

2. Permit Extension - The permit was extended for one year based on a state of emergency which was first signed by the Governor of Oregon in March 2020. Since then, the State of Oregon has extended the state of emergency seven times finally ending on June 28, 2021. Oregon Revised Statutes state that “to reduce the vulnerability of the State of Oregon to loss of life, injury to persons or property and human suffering and financial loss resulting from emergencies....” There a governmental responsibility for responding to emergencies at the local level.

2. Property Line Dispute - A survey was completed by Steve Haddock on the vacant lot, and it was discovered that several neighbors have debris including a small building.

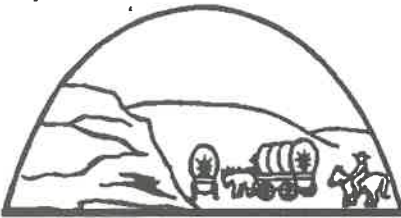
ATTACHMENTS: Map with highlighted lots that were mailed notifications. Copy of letter, map & RV plan map which was mailed out Oct 2, 2019. PR Municipal Code Chapter 18.110 Administrative Provisions, Oregon Revised Statutes 401.032, R-2 Limited Residential Zone Municipal Code





Revised: 10-24-1

1S 32 17DD



CITY OF PILOT ROCK

P.O. BOX 130 • 144 N. ALDER PLACE • PILOT ROCK, OREGON 97868

OFFICE: 541-443-2811 • FAX: 541-443-2253

October 2, 2019

COPY

Dear Property Owner and Agencies:

This letter is to notify you that Robin Matthews has submitted a development permit request for construction of a Recreational Park. The property does not have an address but is located at map #1S3221BB lot 100.

A Public Hearing is scheduled for October 15, 2019 at 7pm and will be heard by Pilot Rock City Council in the Council Chambers at 143 W. Main. Council will review the issue and hear testimony from the public. You are invited to attend this meeting if you wish to seek additional information, or if you would like to present information to the Council for their consideration. If we do not hear from you, either in writing or in person, we will assume that you have no adverse comments regarding the variance to put in the shop.

The City of Pilot Rock does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the public.

If you have any questions, if you need additional information regarding this matter or our non-discrimination policies, please contact me at City Hall or call 541-443-2811.

Sincerely,

Teri Bacus

Enc: Map, Recreational Park Site Plan

This map was prepared for Assessment & Taxation purposes only and was NOT prepared nor is it suitable for legal, engineering or surveying purposes.

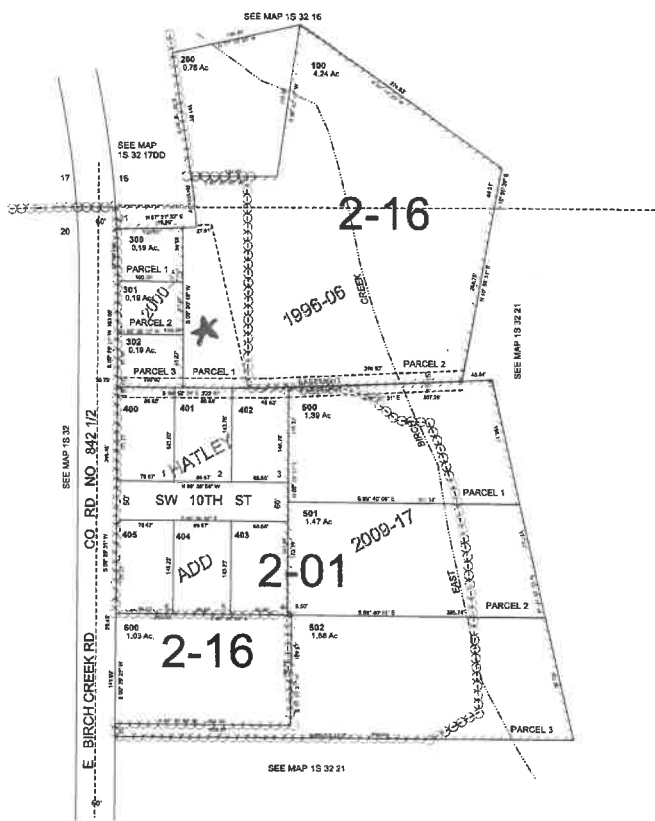


NW1/4 NW1/4 SEC 21 T1S R32E WM
UMATILLA COUNTY, OR

SCALE: 1" = 100'

1S 32 21BB

AERIAL PHOTO NO NZ 7P-70



Revised: 03-19-15

1S 32 21BB

Chapter 18.110 ADMINISTRATIVE PROVISIONS

Sections:

- 18.110.010 Administration.**
- 18.110.020 Public hearings.**
- 18.110.030 Conduct of public hearing.**
- 18.110.040 Authorization to initiate amendments.**
- 18.110.050 Public hearings on a proposed amendment.**
- 18.110.060 Record of amendments.**
- 18.110.070 Limitation on reapplications.**
- 18.110.080 Time limit on final action.**
- 18.110.090 Form of petition and application.**
- 18.110.100 Appeals.**
- 18.110.110 Filing fees.**

18.110.010 Administration.

The city council shall have the power and duty to enforce the provisions of this title. The city council may appoint agents to assist in issuing development permits and to otherwise assist in the processing of applications. [Ord. 514 § 12.10, 2001].

18.110.020 Public hearings.

(1) Mini-Hearings. For those uses listed as a minor conditional use or a minor variance in this title, the following procedures for a hearing shall apply:

(a) Property owners within 100 feet of the requested land use action shall be sent a mailed notice seven days prior to planning commission review;

(b) No legal notice in a newspaper of record is necessary under the mini-hearing process;

(c) The hearings procedures listed in PRMC [18.110.030](#) shall be used to conduct a mini-hearing;

(d) Failure of a person to receive a notice prescribed in this subsection shall not impair the validity of the hearing;

(e) The planning commission may recess a hearing in order to obtain additional information or to serve further notice upon other property owners or persons it decides may be interested in the proposal being considered. Upon recessing, the time and date when the hearing shall be resumed shall be announced;

(f) If the city does not maintain professional planning assistance, the list of surrounding property owners required in subsection (1)(a) of this section must be submitted by the applicant with the application.

(2) Other Public Hearings Required by This Title. Public hearings for a major conditional use, major variance and amendments to this title or to the zoning map shall meet the following requirements:

- (a) Notice of a public hearing shall be mailed to all owners of property within 250 feet of the property, according to the latest assessment roll in the county assessor's office, for which the land use action has been requested;
- (b) Each notice of a hearing listed in this subsection shall be published in a newspaper of general circulation in the city at least 10 days prior to the date of the hearing;
- (c) Failure of a person to receive the notice prescribed in this subsection shall not impair the validity of the hearing;
- (d) The notice provisions of this subsection shall not restrict the giving of notice by other means, including mail, the posting of property, or the use of radio and television;
- (e) The city council or planning commission may recess a hearing to obtain additional information or to serve further notice upon other property owners or persons it decides may be interested in the proposal being considered. Upon recessing, the time and date when the hearing shall be resumed shall be announced;
- (f) If the city does not maintain professional planning assistance, the list of surrounding property owners required in subsection (2)(a) of this section must be submitted by the applicant with the application. [Ord. 514 § 12.20, 2001].

18.110.030 Conduct of public hearing.

A public hearing required by this title shall be held pursuant to the requirements of this title in the following manner:

(1) Nature and Conduct of Hearing.

- (a) The planning commission or city council, in conducting a hearing which will result in a determination as to the permissible use of specific property, is acting in an administrative, quasi-judicial capacity, and all hearings shall be conducted accordingly. Interested parties are therefore entitled to an opportunity to be heard, to be present, to rebut evidence to an impartial court, to have the proceedings recorded and to have a decision based only on evidence which is supported by findings of fact as a part of that record;
- (b) No person shall be disorderly, abusive or disruptive of the orderly conduct of the hearing;
- (c) No proponent or opponent shall speak more than once without obtaining permission from the presiding officer;
- (d) No person shall testify without first receiving recognition from the presiding officer and stating his full name and residence address;
- (e) No person shall present irrelevant or repetitious testimony or evidence;
- (f) There shall be no audience demonstrations, such as applause, cheering, display of signs, or other conduct disruptive of the hearing. Such conduct may be cause for immediate termination of the hearing;

RESPONSIBILITY FOR EMERGENCY SERVICES

401.032 Statement of policy and purpose. (1) The general purpose of this chapter is to reduce the vulnerability of the State of Oregon to loss of life, injury to persons or property and human suffering and financial loss resulting from emergencies, and to provide for recovery and relief assistance for the victims of emergencies.

(2) It is declared to be the policy and intent of the Legislative Assembly that preparations for emergencies and governmental responsibility for responding to emergencies be placed at the local level. The state shall prepare for emergencies, but shall not assume authority or responsibility for responding to an emergency unless the appropriate response is beyond the capability of the city and county in which the emergency occurs, the city or county fails to act, or the emergency involves two or more counties. [Formerly 401.015]

Chapter 18.20

R-2 LIMITED RESIDENTIAL ZONE

Sections:

18.20.010 Permitted uses.

18.20.020 Conditional uses.

18.20.030 Dimensional standards.

18.20.010 Permitted uses.

In an R-2 zone the following uses and their accessory uses are permitted with the issuance of a development permit:

- (1) Single-family dwelling.
- (2) Manufactured homes subject to Chapter [18.65](#) PRMC. [Ord. 514 § 3.20, 2001].

18.20.020 Conditional uses.

(1) The following uses and their accessory uses are permitted after review by the planning commission pursuant to the mini-hearing process listed in Chapter [18.100](#) PRMC and PRMC [18.110.020](#):

- (a) Two-family dwellings.

(2) The following uses and their accessory uses are permitted when authorized in accordance with Chapter [18.100](#) PRMC:

- (a) Multifamily dwelling.
- (b) Public or semipublic use.

(3) Construction, reconstruction, or widening of highways, roads, bridges or other transportation projects, that are not improvements designated in the transportation system plan or not designed and constructed as part of a subdivision or planned development subject to site plan and/or conditional use review, shall comply with the transportation system plan and applicable standards, and shall address the following criteria. For state projects that require an environmental impact statement (EIS) or environmental assessment (EA), the draft EIS or EA shall be reviewed and used as the basis for findings to comply with the following criteria:

- (a) The project is designed to be compatible with existing land use and social patterns, including noise generation, safety, and zoning.
- (b) The project is designed to minimize avoidable environmental impacts to identified wetlands, wildlife habitat, air and water quality, cultural resources, and scenic qualities.
- (c) The project preserves or improves the safety and function of the facility through access management, traffic calming, or other design features.

(d) The project includes provisions for bicycle and pedestrian circulation as consistent with the comprehensive plan and other requirements of this title.

(4) If review under this section indicates that the use or activity is inconsistent with the transportation system plan, the procedure for a plan amendment shall be undertaken prior to or in conjunction with the conditional permit review. [Ord. 514 § 3.21, 2001].

18.20.030 Dimensional standards.

In an R-2 zone the dimensional standards of an R-1 zone shall apply except that the lot area shall be a minimum of 7,500 square feet and the minimum street frontage shall be 75 feet. [Ord. 514 § 3.22, 2001].

[Mobile Version](#)

City of Pilot Rock, Oregon

STAFF REPORT

Date: June 23, 2021

For Council Meeting of: July 6, 2021
Agenda Item No: F-3

To: Honorable Mayor and City Council
From: City Recorder

Issue: Resolution #673 Adopting Updates to the Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan (NHMP)

SYNOPSIS: Council is asked to approve Resolution #673 which adopts the newly revised Natural Mitigation Hazards Plan

This issue comes before Council for action at this time.

OPTIONS: The following options are available for City Council.

1. Approve Resolution #673
2. Do not approve Resolution #673
3. Table pending further review

STAFF RECOMMENDATION: Council by motion approve Resolution #673

RATIONALE: The County and City is required to have an approved Federal Emergency Management Agency (FEMA) NHMP

BUDGET IMPLICATIONS: An adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre and post disaster mitigation grant programs

BACKGROUND INFORMATION: Over the past year, Umatilla County has collaborated with the Oregon Department of Land Conservation and Development to update the county NHMP. The updated NHMP is a multi-jurisdictional document that includes the county's 12 incorporated cities and four special districts. The updated NHMP will ensure the county, cities, and special districts maintain eligibility for federal disaster-related funding. Oregon Military Department's Office of Emergency Management and Federal Emergency Management, Region X officials have reviewed the Umatilla County, Multi-Jurisdictional Natural Hazards Mitigation Plan and pre-approved it (dated June 7, 2021) contingent upon this official adoption.

ATTACHMENTS: Resolution #673, FEMA Approval Letter and NHMP flyer

CITY OF PILOT ROCK

RESOLUTION NO. 673

A RESOLUTION ADOPTING THE REVISED UMATILLA COUNTY NATURAL HAZARDS MITIGATION PLAN

WHEREAS on February 16, 2010, by Resolution No. 505, City Council of Pilot Rock adopted the Umatilla County Natural Hazards Mitigation Plan.

WHEREAS the plan was updated and approved in February 2014 by the Umatilla County Board of Commissioners by Order BCC2014-031.

WHEREAS the City of Pilot Rock recognizes the threat that natural hazards pose to people, property and infrastructure within our community; and

WHEREAS undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences; and

WHEREAS an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre and post disaster mitigation grant programs; and

WHEREAS the City of Pilot Rock has fully participated in the FEMA prescribed mitigation planning process to prepare the Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

WHEREAS the City of Pilot Rock has identified natural hazard risks and prioritized several proposed actions and programs needed to mitigate the vulnerabilities of the City of Pilot Rock to the impacts of future disasters within the Umatilla County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

WHEREAS the Oregon Military Department's Office of Emergency Management and FEMA, Region X officials have reviewed the Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan and pre-approved it on June 7, 2021, contingent upon official adoption of the participating governments and entities; and

WHEREAS the Natural Hazard Mitigation Plan is comprised of three volumes: Volume I Basic Plan, Volume II Hazard Annexes, Volume III Mitigation Resources, collectively referred to herein as the Natural Hazard Mitigation Plan; and

WHEREAS the Natural Hazard Mitigation Plan is in an on-going cycle of development and revision to improve its effectiveness; and

NOW THEREFORE the City Council of the City of Pilot Rock adopts the Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED that the City of Pilot Rock will submit this Resolution to the Oregon Military Department's Office of Emergency Management and FEMA, Region X officials to enable final approval of the Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan.

PASSED by the City Council and **APPROVED** by the Mayor this 6th day of July 2021.

APPROVED _____
Mayor

ATTEST _____
City Recorder



FEMA

June 7, 2021

Ms. Amie Bashant
State Hazard Mitigation Officer
Oregon Military Department
Office of Emergency Management
P.O. Box 14370
Salem, Oregon 97309

Dear Ms. Bashant:

The Federal Emergency Management Agency (FEMA) Region 10 completed a pre-adoption review of the draft *Umatilla County Multi-Jurisdictional Natural Hazards Mitigation Plan*. The attached Mitigation Plan Review Tool documents the Region's review and compliance with all required elements of 44 CFR Part 201.6, as well as identifies the jurisdiction participating in the planning process. This letter serves as Region 10's commitment to approve the plan upon receiving documentation of its adoption by the participating jurisdiction.

Formal adoption documentation must be submitted to FEMA Region 10 by at least one jurisdiction within one calendar year of the date of this letter, or the entire plan must be updated and resubmitted for review. Once FEMA approves the plan, the jurisdiction is eligible to apply for FEMA Hazard Mitigation Assistance grants.

Please contact Kyle McCormick, *acting* Regional Mitigation Planning Program Manager, at (202) 856-2030 or kyle.mccormick@fema.dhs.gov with any questions.

Sincerely,

John D. Schelling
Risk Analysis Branch Chief
Mitigation Division

Attachment

EG:v1

Umatilla County

Natural Hazards Mitigation Plan Update



About the Plan

Umatilla County's existing Natural Hazards Mitigation Plan (NHMP) expired in 2019. NHMPs must be updated every five years.

Umatilla County is collaborating with the Oregon Department of Land Conservation and Development (DLCD) to update the NHMP. The updated NHMP will be a multi-jurisdictional document that includes the county's 12 incorporated cities and several special districts. The updated NHMP will ensure the county, cities, and special districts maintain eligibility for federal disaster-related funding.

This project is made possible by the federal Hazard Mitigation Grant Program (HMGP). The HMGP assists states, tribes, and local communities in implementing long-term hazard mitigation measures following a major disaster declaration to reduce the risk of loss of life and property from future disasters.

A Steering Committee, co-chaired by County Emergency Manager, Thomas Roberts, and County Planning Director, Robert Waldher, is working with DLCD to update the NHMP. The NHMP is targeted for completion and adoption by mid-2021.



Umatilla County Natural Hazards

Winter Storms • Summer Storms • Earthquakes
Droughts • Floods • Volcanic Events
Landslides • Wildfire



"to prevent loss and protect life, property and the environment from the risk of natural hazards through coordination and cooperation among public and private partners"

Umatilla County 2014 NHMP



Recent flood disasters in Umatilla County highlight the critical need for improving community resiliency to these types of events and maintaining disaster-related funding.

Why engage in natural hazard mitigation planning?

- **to avoid disasters** by reducing or eliminating long-term risk to people, property, and the environment from natural hazards
- **to increase safety and resilience** by integrating hazard mitigation into local plans, programs and policies
- **to maintain eligibility** for disaster-related funding

MORE INFORMATION:

Thomas Roberts, Emergency Manager | Umatilla County
Phone: 541-966-3706 | Email: thomas.roberts@umatillacounty.net

Robert Waldher, Planning Director | Umatilla County
Phone: 541-278-6252 | Email: robert.waldher@umatillacounty.net

City of Pilot Rock, Oregon

STAFF REPORT

Date: June 30, 2021

For Council Meeting of: July 6, 2021
Agenda Item No: F-4

To: Honorable Mayor and City Council
From: City Recorder/Planner

Issue: Irrevocable Consent Agreement

SYNOPSIS: The owner, Neil Hampton requested a partition his property into 3 parcels at the May 18, 2021 City Council meeting. The partition was approved with a condition to extend the main sewer line using an 8 inch pipe with the installation of a manhole. An Irrevocable Consent Agreement has been drafted for the approval of City Council

This issue comes before Council for action at this time.

OPTIONS: The following options are available for City Council.

1. Approve the Irrevocable Consent Agreement
2. Disapprove the Irrevocable Consent Agreement
3. Other action as directed by Council

STAFF RECOMMENDATION: Council by motion approve the Irrevocable Consent Agreement

RATIONALE: The Public Works Director recommended that the sewer line be extended if there were future partitions to service the new area.

BUDGET IMPLICATIONS: The City received permit fee and the city will receive property taxes if developed.

BACKGROUND INFORMATION: City Council made a motion to approve the partition with the condition that the sewer line be extended with the installation of a manhole. City Recorder drafted the Irrevocable Consent Agreement, and it was reviewed by local surveyor (Steve Haddock) with his recommendations and changes. The document was updated and forwarded to City Attorney and the document contains his recommendations and changes.

ATTACHMENTS: May 18, 2021 Minutes, Irrevocable Consent Agreement

CITY OF PILOT ROCK

meets all setbacks. Pilot Rock parking code states that for a retail store, 1 space per 200 square feet of floor area plus 1 space per 2 employees and 1 bicycle space per 600 feet of floor area. The project is 10,640 square feet and would require 54 spaces. Due to the irregular shape of the property, there is not adequate area to provide 54 spaces per city code. They are proposing 35 spaces will be sufficient to service their customers. The location of the store on the property was clearly identified with two approaches. It will not impact the sewer dumping station for recreational vehicles. **Councilor Carey made a motion to approve the parking variance for the Dollar General store and Councilor Young seconded. Councilor Johnson voted yes and Councilor Evoniuk voted yes. Motion carried: 4 Yes – 0 No**

F-2 Residential Partition – City Recorder presented a partition request from property owner Neil Hampton. He would like to partition the property into 3 parcels and sell two for residential use. The property is zoned R-2 Limited Residential zone which requires a lot area minimum of 7,500 square feet which equals to .17 acre. Parcel one will be 1.07 acres, parcel two is .74 acres and parcel three is .42 acres. All three parcels meet code requirements. Further partitions were discussed, and Councilor Carey inquired about the owners requesting a subdivision in the future. Steve Draper states that if the property is further divided the city will require an extension of a 8 inch main sewer line and the construction of a manhole to provide adequate supply. He states to include the requirement in the covenants, conditions, and restrictions (CC&Rs). Steve Haddock agreed and stated that the current owners have no plans to further split the property. Councilor Carey asked what constitutes a subdivision and City Recorder explains that a subdivision is the partition of four or more lots. Steve Draper confirms that three or less is not a subdivision. He continues states that subdivisions also require the area to be subdivided to have frontage on and access from an existing street. There are sidewalks and curb requirements as well. Steve Haddock, a local surveyor explained that three or fewer is a partition and four or more is a subdivision. He further explains the meaning of a series partition in detail but states this is not a series partition due to the timeframe involved. Councilor Carey is concerned that owners are trying to get around the subdivision rules and Steve Haddock states that he does not believe that this is the case for this particular partition. **Councilor Carey made a motion to approve the partition with the requirement that future partitions extend the sewer line and install a manhole. Councilor Johnson seconded. Councilor Evoniuk voted yes, and Councilor Young voted yes. Motion carried: 4 Yes – 0 No**

G-1 Recreational Vehicle (RV) Park Statement – Larry and Cindy Curry addressed Council with a statement on two matters. One is regarding the Council meeting on May 4, 2021 and the second is regarding the RV park. Larry requests to read a prepared statement without interruptions and Councilor Carey says, “go ahead”. He explains that they felt they were very intimidated, scared and threatened. He felt they were attacked. He further explains his displeasure at the process and the way the meeting was conducted. He is frustrated that his request to extend making the decision was not granted. He continues to relay his anger and begins the statement about the RV park. He is upset about the process and discusses the approach pattern of the park. He states he was viciously attacked at the last meeting by Jim Hatley. Janelle Hampton asks if his property is residential or commercial and Larry states he doesn’t know. Several people in the room state “commercial” at

**CITY OF PILOT ROCK, OREGON
IRREVOCABLE CONSENT AGREEMENT**

THIS AGREEMENT made and entered into this 6th day of July 2021, by and between, the *City of Pilot Rock* hereinafter referred to as *City*, *Umatilla County*, hereinafter referred to as *County*, and *Neil E. Hampton*; owner of the property described below and hereinafter referred to as *Owner*.

Property Description: The northerly 252.58 feet of Parcel 1 of Partition Plat 2006-29 as said plat was recorded on October 17th, 2006 as instrument No. 2006-5090481 of the records of Umatilla County, Oregon.

WHEREAS, Owner applied to City for the following land use approval: R-2 Limited Residential Zone Partition #PR 21-037; and

WHEREAS, Granting of said minor partition will contribute to an increase in the need for City sewer service to serve the property; and

WHEREAS, The City of Pilot Rock has required an Irrevocable Consent Agreement for this minor partition request; and

WHEREAS, the Irrevocable Consent Agreement requires a guarantee that Owner will pay the cost to extend the main sewer line utilizing an 8-inch pipe and the installation of a manhole for servicing from the existing City lines to the property where the services are requested; and

WHEREAS, Umatilla County has recommended an Irrevocable Consent Agreement be signed; and

WHEREAS, Umatilla County and City agrees to enter into an agreement with the Owner, on the condition that the Owner irrevocable consents to future financial participation in the following improvement to serve the public at large as well as the public on and in the immediate vicinity of the property. Said financial participation and improvement is described as follows:

A. Pay the cost to extend the main sewer line utilizing an 8-inch pipe with the installation of a manhole in the easement shown as Hawthorne Lane on said Partition Plat 2006-29. The specific location is described as follows: beginning at the existing manhole on the City main line in said Hawthorne Lane, said manhole lies approximately 100 feet south of the north line of said Parcel 1, Partition 2006-29, running thence along said Hawthorne Lane to a line that lies 252.58 feet south of the north line of said Parcel 1. Owner's financial participation includes but is not limited to all labor and materials, as well as any

hook-on fees. Construction shall meet the specifications required by the City's Public Works Director.

NOW THEREFORE, it is mutually agreed by the parties hereto that:

- 1. The City of Pilot Rock did grant minor partition request.**
- 2. Owner hereby irrevocably consents to extend the main sewer line and to pay for the extension of the City's main sewer line in the manner and in the location described in Recital A above.**
- 3. In the event that the owner fails to comply with the above conditions within 6 months, the County and or City may initiate enforcement action via either the County Enforcement Ordinance or applicable City Ordinance(s). If authorized by such action, the County and City shall cause the necessary improvement to be made and shall attach the costs of such improvements as liens against subject property until paid. Further, any penalties assessed via the County Enforcement Ordinance and or applicable City Ordinance(s) with respect to the owner failing to comply with above conditions shall also be liens against the subject property until paid.**
- 4. Owner further agrees that County and/or City shall have the right to enter and inspect the subject property to determine whether conditions of approval have been met.**
- 5. This agreement is intended to run with the property and shall be binding on the heirs, assigns and all other successors in interest of the property. It is not intended to and shall not operate as a personal contract of Owner.**
- 6. This agreement may be amended, terminated, or otherwise modified only upon joint written agreement of Umatilla County, the City and Owner hereto, or their successors in interest, with the amendment incorporated by reference into this present Agreement. All parties agree that this document shall be recorded with the Umatilla County Recorder's Office.**
- 7. City, County, and Owner agree that Owner's obligations under this Agreement to extend the sewer line are expressly conditioned upon the future division of the property described in the "Property Description" cited above. Absent a future division of the property Owner shall not be obligated to extend the sewer line as set forth in Recital A.**

IN WITNESS WHEREOF, the parties have hereunto set their hand and seals in execution of the Agreement as of the date first written.

OWNER:

Neil Hampton

STATE OF OREGON) ss.
County of Umatilla)

This instrument was acknowledged before me on the _____ day of _____ 2021 by Neil Hampton.

Before me _____
Notary Public for Oregon
My Commission Expires: _____

ATTEST:

PILOT ROCK CITY COUNCIL

STATE OF OREGON) ss.
County of Umatilla)

On the _____ day of _____, 2021 personally appeared Raymond Doherty, Kodi Johnson, Jackie Carey, Paula Evoniuk, Robbie Young, known to me to be the above-named City Council members, who acknowledge this instrument to be their voluntary act and deed.

Before me _____
Notary Public for Oregon
My Commission expires: _____

ATTEST:

UMATILLA COUNTY BOARD OF COMMISSIONERS

STATE OF OREGON) ss.
County of Umatilla)

On the _____ day of _____, 2021, personally appeared John Shafer,
George Murdock, Dan Dorran, known to me to be above-named County Commissioners,
who acknowledge this instrument to be their voluntary act and deed.

Before me _____
Notary Public for Oregon
My Commission expires: _____

City of Pilot Rock, Oregon

STAFF REPORT

Date: June 30, 2021

For Council Meeting of: July 6, 2021
Agenda Item No: F-5

To: Honorable Mayor and City Council
From: Public Works Director

Issue: Department of State Lands Permit Funds & Core of Engineers

SYNOPSIS: On May 20, 2021, the City of Pilot Rock experienced flooding which caused the collection of major debris in Birch Creek

This issue comes before Council for action at this time.

OPTIONS: The following options are available for City Council.

1. Approve the use of funds
2. Do not approve the use of funds
3. Other action as directed by Council

STAFF RECOMMENDATION: Council by motion approve the funds for Birch Creek cleanup & repair.

RATIONALE: Birch Creek is in need of clearing debris and repair to allow water to run with no further damage to the creek banks and existing sewer mains.

BUDGET IMPLICATIONS: There are funds available in the economic development fund capital improvements which has approximately \$187,000. Approximately \$20,000 is needed for permit fees

BACKGROUND INFORMATION: Flooding occurred in May 2020

ATTACHMENTS: None

CITY OF PILOT ROCK

Department Head Report

July 1, 2021

For Council Meeting on July 6, 2021
Agenda Item # G-1

To: Honorable Mayor and Council
From: Department Heads
Issue: Department Head Report

City Hall:

1. Met with insurance agent for insurance renewal
2. Drafted Irrevocable Consent Agreement for residential partition
3. Forwarded Irrevocable Consent Agreement to surveyor for review. Updated changes, then forwarded to City Attorney
4. Adopted budget data entry into Springbrook financial software
5. Advertised Economic Development Meeting on June 30
6. Weekly website update
7. Processed disbursement #26 for Lagoon project
8. Obtained quotes for electrical repair on Senior Center
9. Completed land use compatibility statement (LUCS) for Family Dollar
10. Processed document for lagoon disbursement #24
11. Drafted Natural Hazard Mitigation Plan Resolution
12. Processed disbursement #12 documents for Housing Rehabilitation Program

Police Department:

1. A records check was done for CTUIR on a prospective employee.
2. Assisted Morrow County Sheriff's Department with a possible sex abuse of a nine-year old girl.
3. Report of a passenger car driving recklessly that almost hit a log truck head-on. The registered owner was contacted, who reported being very tired.
4. Assisted Pendleton PD with a hit and run report.
5. Officer contacted a juvenile driver of a Suburban who was allowing juveniles to ride on top of his vehicle.
6. Investigated a possible overdose.
7. Assisted Pendleton PD with delivering an emergency message to a local resident.
8. Received numerous bottles of medication for destruction.
9. Assisted a domestic violence victim with an incident that occurred in February of 2019.
10. Received a report of an intoxicated individual walking down the street packing a rifle and pistol. Subject was located but he had put the weapons away prior to contact.
11. While at the scene of a domestic violence an individual was arrested on a warrant.
12. Report of a male sexually harassing a 17-year-old female
13. Searched a neighborhood where a suspicious vehicle was found. Vehicle was found, but nobody was around it.
14. Assisted a female who was experiencing mental health issues.
15. Responded to verbal dispute between a husband and a wife.
16. Assisted UCSO with a 911 call involving threats being made.
17. Investigated a subject trying to sell a 17-year-old some marijuana.
18. Performed numerous house checks for people who were away on vacation.

Public Works

1. Continued monitoring of sewer project
2. Continued mowing
3. Minor maintenance
4. Ordered material for replacement of 8-inch sewer main across the creek at 6th Street
5. Paint was ordered for the water reservoir due to graffiti
6. Monthly water samples completed
7. Minor equipment repair

CITY OF PILOT ROCK

Council Meeting
June 15, 2021 6:00 PM

A. Called to Order

Having a quorum, the Regular Council meeting was called to order by **Mayor Virginia Carnes** at 6:00 PM. Council members present were **Councilor Raymond Doherty, Councilor Robbie Young, Councilor Paula Evoniuk, Councilor Jackie Carey, and Councilor Kody Johnson. Councilor Bob Deno was absent.** Department Heads present were **Police Chief William Caldera, Public Works Superintendent Steve Draper who attended at 6:11pm and City Recorder Teri Bacus. Citizens present were Mary Lu Slabik, Janelle Hampton, John White, Randy Coakley representing Eyes North Corporation, Jadon Herron, Jerry Spangler, Holly L., Neil Hampton, Loretta Burley, Manuel Villavicencio, Paul Villavicencio, Bill Breeding, Marcus Eley, Tiffany Schademan, Emily Bennett and Tom Callahan.**

B. INVOCATION

Councilor Carey gave the invocation

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS.

E. PRESENTATIONS

Jerry Spangler addressed City Council with questions on the Recreational Vehicle (RV) Park owned by Robin Matthews that is currently under construction behind his home. **Councilor Young recused herself from the conversation due to personal reasons.** He provided a handout with several questions about the RV Park. Council requested that Jerry return at the July 6, 2021, meeting to allow the City time to answer.

Jadon Herron from Anderson Perry & Associates provided an update on the Lagoon Project. Silver Creek Contracting, LLC (SCC) completed the gravity sewer tie-ins, placing the riprap at the lagoons, and the lift station startup. A substantial completion walkthrough was completed on June 7, 2021, and a punch list was generated. Examples of items on the punch list included: finish asphalt patching, clean up staging areas, demobilize equipment and repair the access road to the Bike Pit. SCC had until June 7, 2021, to reach substantial completion and this date was met. The project must be completed and ready for final payment by July 7, 2021, and SCC is currently within the agreed upon contract time. Seeding was not completed due to lack of moisture and SCC will return in the fall for final seeding to establish the grass. Councilor Carey asked when will be able to use the new system and Jadon answered that it will be done at the end of June or early July. He explained the process of shutting down the old system which entails plugging off the old sewer lines. Councilor Doherty asks if the pumps have been tested. The pumps have been turned on at the lift station and a hose was ran to the giant wet well which was filled up with water. Then the pumps were cycled on and off for testing which went well. The standby generator was also tested to make sure it comes on in the event of a power failure and it

CITY OF PILOT ROCK

worked. To ensure there are no leaks, a series of tests were completed during construction. All the gravity sewer lines have been air tested and no leaks were detected. Only the syphon needs testing, and we are getting real close to the end states Jadon. The actual switching over is a minor process. Councilor Doherty asks if anything has been pumped up the hill and Jadon answers yes.

F. ACTION ITEMS

F-1 Parking Variance for Family Dollar – City Recorder Teri Bacus presented a variance request from Eyes North Corporation. The company is purchasing the recent partitioned parcel from Schoolhouse Village, LLC to construct a Family Dollar. It is zoned C-1 Commercial, and the project meets all setbacks. They are requesting a variance on parking spaces. Pilot Rock code states that for a retail store, 1 space per 200 square feet of floor area plus 1 space per 2 employees and 1 bicycle space per 600 feet of floor area. The building will be 10,500 square feet and would require 54 spaces. They are proposing 33 spaces which will be sufficient to service their customers. Letter to neighboring lots were mailed on June 2, 2021, and one citizen provided a protest letter which City Recorder read out loud for the record. Randy Coakly was introduced as the developer for the project and Mayor Carnes asked what does a Family Dollar sell? He answers that it is a discount grocery store, and the chain was purchased by Dollar Tree about six years ago. Dollar Tree was designed to have everything priced at a dollar and Family Dollar will be a combination of the two stores but not everything will be a dollar. It will not be a full-service grocery store but will have a larger selection than a convenience store. There will be no butcher shop or bakery but will have a small selection of produce. The store will have 12 full time positions and Randy believes it will benefit the community. At any given time, there will be 3-4 employees in the store, and he believes the parking will be adequate for the size of the city. Councilor Doherty asks if the number of spaces are reduced, can we make the parking spaces larger, and Randy answered yes. The current stall is 9 x 18. Mayor Carnes asked, “how did you decide Pilot Rock”? The parent company is expanding in Oregon, and he was provided a list of cities to consider. Councilor Young states that she believes that another viable business cannot be bad for us. **Councilor Doherty made a motion to approve the variance with 30 parking spaces, ten feet wide and Councilor Young seconded. Councilor Johnson voted yes, Councilor Carey voted no and Councilor Evoniuk voted yes. Motion carried: 4 Yes – 1 No**

F-2 Adopting the FY2022 Budget – City Recorder Teri Bacus presented Resolution #671 Adopting FY2021-2022 Budget. She explains that the purpose of the hearing is to listen to citizens’ testimony on the budget that was approved by the Budget Committee in May 2021. She also explains all the changes in the various funds. The city will begin making payments on the two lagoon loans in January 2022. No citizen came forward to comment on this topic and the hearing was closed. **Councilor Carey made a motion to approve the resolution #671 and Councilor Johnson seconded. Councilor Doherty voted yes, Councilor Young voted yes and Councilor Evoniuk voted yes. Motion carried: 5 Yes – 0 No**

CITY OF PILOT ROCK

F-3 Election to Receive State Funds – City Recorder presented Resolution #672, Declaring the City’s Election to Receive State Funds. She explains that the resolution is required by the State to receive State Revenues which primarily comes from taxation. The City of Pilot Rock will receive approximately \$16,000.

Councilor Carey made a motion to approve Resolution #672 and Councilor Young seconded. Councilor Doherty voted yes, Councilor Johnson voted yes and Councilor Evoniuk voted yes.

Motion carried: 5 Yes – 0 No.

F-4 Approval of Revised May 18, 2021, Minutes – City Council convened on May 18, 2021, for a regular City Council meeting and a change was recommended by Public Works Superintendent Steve Draper. A residential partition (Neil Hampton) was approved near Hawthorn Street, and he suggested that if there are any future partitions, a sewer line will be extended, and a manhole installed for accessibility. He proposes that the minutes reflect the specific size of the sewer main be 8-inches. City Recorder states she listened to the recording of the meeting and confirmed that he did state “8-inch” sewer line. Therefore, the minutes show the change along with two statements that were added regarding Living in Recreational Vehicles topic. **Councilor Doherty made a motion to approve the changes to the May 18, 2021, minutes and Councilor Evoniuk seconded. Councilor Johnson voted yes, Councilor Carey voted yes, and Councilor Young voted yes.**

Motion carried: 5 Yes – 0 No

F-5 Employee Vacation Request – Chief of Police requested vacation for the end of June through the July 4th weekend. **Councilor Doherty made a motion to approve the vacation request and Councilor Young seconded. Councilor Johnson voted yes, Councilor Carey voted yes and Councilor Evoniuk voted yes.**

Motion carried: 5 Yes – 0 No

G-1 Department Head Report – Chief Caldera states that we are still looking for a police officer, but no applications have been received. The position is classified as open until filled. He explains that he is looking for a candidate that is in the Pacific Northwest due to the background check which would require going to the area where the applicant is from. He also explains that many other cities are having difficulties hiring police officers. The position has a lot of liability which makes it harder to fill. Comments were made in general that workers are in demand and there are many jobs available.

City Hall:

1. Met with insurance agent for annual review
2. Coordinated annual audit. July 15-16 will be the pre-work. August 23-27 Annual Audit
3. Verified correct spelling for building plaque at new sewer lift station
4. Ordered staff gages recommended by Anderson Perry for Public Works Department
5. Prepared certificates of appreciation for citizens that were on the budget committee
6. Drafting CCR for residential partition
7. Prepared budget documents
8. Processed and prepared for several public hearings

Police Department:

1. Investigated fraudulent activity on someone’s debit card.
2. Contacted individuals who didn’t pay to get into the bike races.
3. Cited and released a subject who had an arrest warrant out of Pendleton.
4. Report of someone dumping garbage at the Birch Creek Storage units.

CITY OF PILOT ROCK

5. Investigated an act of graffiti on the water tank overlooking the city.
6. Report of money and a dog kennel taken from a residence.
7. Assisted UCSO with the investigation of a juvenile complaint.
8. Report of a disturbance at Birch Creek Manor.
9. Report of two people who were walking around in the school that didn't check in with the office. The subjects were not located even after checking video surveillance. It was found that the person repeating the incident was experiencing mental health issues.
10. Officer assisted DHS with a possible child abuse case.
11. Assisted the fire department with a house fire.
12. Assisted DHS with a mother who gave birth while she had marijuana in her system.
13. No applications were received from the latest police officer advertisement.
The position will be advertised again in July.
14. Investigated a domestic violence between two parents, while their minor children were present.
15. A person discharged a firearm in a house trying to kill themselves. The person was taken to St. Anthony Hospital for a mental health evaluation.

Public Works

1. Continued monitoring of sewer project
2. Spraying a lot
3. Continued mowing
4. Minor maintenance
5. Exercising water valves is complete
6. Exercising and flushing fire hydrants
7. Replacing 8-inch sewer main across the creek at 6th Street
8. Planning on repainting part of the water reservoir due to graffiti
9. Conducting quarterly sewer samples

H. CONSENT CALENDAR

Councilor Evoniuk made a motion to approve the consent calendar and Councilor Johnson seconded. Councilor Doherty voted yes, Councilor Young voted yes, and Councilor Carey voted yes.
Motion carried: 5 Yes – 0 No

Bills \$68,626.25

I. COUNCIL COMMENTS

Councilor Carey proposes to do evaluations prior to presenting employee wage increase request. Councilor Doherty states he would not be opposed to the suggestion but states that it's not necessarily needed. Public Works Superintendent Steve Draper says that the evaluation process is a learning tool and Councilor Carey replies that it could be a positive evaluation. Steve continues that it's primarily used for training letting the employee know what could be improved on. Chief Caldera states that he has done a lot of evaluations over the years and the evaluation content should not be a surprise if the process was done correctly. He continues that the employee should be evaluated on a continual basis. It does not always have to be in writing, but it needs to

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be discussed. It is a learning tool. City Recorder Teri Bacus comments that she was going to present the employee wage increase based on what each department has done in the last year. She further explains that the evaluation process is extremely time consuming and the July 6, 2021, already has a full agenda. Councilor Carey agrees that a list of accomplishments would be helpful. Mayor Carnes states that it is too late in the year to complete evaluations. Chief Caldera states that evaluations are normally done on the anniversary of the employee hire date. Councilor Doherty explains that since he has been on council, every time there is a wage increase he only hears that "give me a raise or I'm leaving". He would like more information on what has been achieved. Chief Caldera states that criteria would be needed but a list of everything we do is provided twice monthly through the Department Head Report. He also provides a yearly activity report. Mayor Carnes states that you would be comparing apples to oranges and that doesn't work. Councilor Carey states that each Department Head has their own job description, and they are not going to do the same thing. You would be judging them based on their job descriptions and how they perform. Like I said, it doesn't have to be negative, if that's what they are afraid of. Chief Caldera states that maybe I misunderstood you Jackie, but I don't have a problem being evaluated and I have nothing to be afraid of. He is not intimidated by an evaluation and he is open to one and it certainly is not something I'm afraid of. Public Works Superintendent Steve Draper states that he doesn't think anyone is afraid of it and he thinks it's a shitting waste of time. Councilor Doherty asks how valuable are they going to be? Steve asks what knowledge do you have of what the three of us do on a daily basis? You are not hands on and you are not in the office and you are dependent on us to blow our own horn and I do not care for that. City Recorder Teri Bacus says that why she was going to presented it by department which is not an individual thing and one person is not in a hot seat. I realize that we are all adults and I'm not afraid of that but it would be a waste of time. Each department can show what has been accomplished. This way the Department Head is speaking for everyone in their department. She is open to any process that it decided. Councilor Doherty say that is a good idea, we can use these reports to evaluate what has been done. He says that everything is operating. Councilor Young states that it looks better now than it has for years. He states again that he is not opposed to it but I'm not sure it's necessary. Public Works Superintendent Steve Draper asks what do you guys want to do? Councilor Doherty replies I don't think we need an evaluation, that's my thoughts. Councilor Johnson states I don't think we need an evaluation and it's just a waste of time. While there is information to be learned it isn't anything new. We have already have it in the packets. Whenever you want to look anything up, you can just go back and look at the packet. Public Works Steve Draper says that evaluations are great, but you have to have knowledge on what the person is doing. We meet every two weeks, and you don't have the knowledge of the day-to-day basis. Mayor Carnes states that she has 34 years of evaluations that were completed by another person who was fully qualified in the position she was holding as a teacher. It was somebody who understood what you are doing and that is not the case here. Councilor Doherty states that he looks around the city and it all looks good, and everything is taken care of and that's a pretty good evaluation. Councilor Carey states that the reason I brought it up is because we had a council person who wanted to know what everyone did so I thought it may be helpful as a learning experience for each one of us as to what they do.

Councilor Doherty asks about the commercial use of the burn pile. Other people are using it for commercial material not residential and it needs to be controlled. He has videos of commercial dumping. Councilor Young states she agrees that the burn pile is only to be used to residential use. Public Works Superintendent Steve Draper says that only keys are at City Hall and the Hardware Store which is going away. All the keys will be

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available in City Hall after that. He continues that City Hall could inspect the load prior to handing the key out. Chief Caldera asks when they check into City Hall, how are they going to know if it's residential or commercial and Public Works Superintendent Steve Draper says ask them. Councilor Evoniuk asks if there is a fine for that? City Recorder Teri Bacus states that there are no rules for the burn pile in writing and Councilor Carey states that maybe we need some. Councilor Doherty states that he is not opposed to the grass people using it.

Councilor Carey states that she saw on Facebook that we are looking for a new Fire Chief. What happened to the current one? Mayor Carnes explains that the current Fire Chief has a very full plate and is still running Fire District 1. This is an additional position from the fire district for the City of Pilot Rock.

Councilor Doherty asked about the size of a right of way. Public Works Superintendent Steve Draper replies that he will look at the map and let him know.

K. EXECUTIVE SESSION – NONE

L. ADJOURNMENT

Mayor Carnes adjourned the meeting at 7:28 pm.

APPROVED _____
Mayor

ATTEST _____
City Recorder