
CITY OF PILOT ROCK

Council Meeting
March 15, 2022, 6:00 PM

A. Called to Order

Having a quorum, the Regular Council meeting was called to order by **Mayor Randy Gawith** at 6:00 PM. Council members present were **Councilor Derek Turner, Councilor Tegan Kaneaster, Councilor Raymond Doherty, Councilor Kody Johnson, Councilor Paula Evoniuk, and Councilor Aliina Kirby.** Department Heads present were **Chief William Caldera and City Recorder Teri Bacus. Public Works Director Steve Draper was absent. Citizens present were Ray Bacus, Kim Gawith, Tiffany Schademan, Reilly Miller, and Bill Liebe. Officer Daniel Badal also attended.**

B. INVOCATION

Pastor Harley Jeffers gave the invocation

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS.

E. PRESENTATIONS

Reilly Miller addressed the Council with her concerns on the housing situation in the City of Pilot Rock. She was recently notified that her landlord is selling the home that she is renting. She emphasizes that there are a few places up for sale, but no rentals are available. She also states that two small retail stores currently under construction in the city will need employees. Where are those people going to live? As the workforce grows, the city should be concerned on available housing. She stresses that the housing situation in Pilot Rock is much worse than she originally believed. She asks if the city has any property that could be developed. She would like City Council to consider options on creating better housing stability. She says that it is a struggle for everyday people to find affordable housing.

City Recorder explains that the City owns industrial property, some commercial properties and one residential lot in a very difficult location to develop.

F. ACTION ITEMS

F-1 Partition Review – Council is requested to review a request for a residential partition. Citizen Bill Liebe would like to partition a portion of his property to construct a tiny home. City Recorder explains that he has not submitted a development permit, and this is only a review. The property is .30 acre and is zoned R-2 Limited Residential Zone. She also states that in an R-2 zone the dimensional standards of an R-1 shall apply except that the lot area shall be a minimum of 8,500 square feet and the minimum street frontage shall be 75 feet. The requested area of the partition is much smaller than 7500 feet. City Recorder provides a plot map with dimensions and pictures of the area to be developed. Bill Liebe states

CITY OF PILOT ROCK

that he would like to divide the property and Councilor Doherty asks, “isn’t that ground a bit steep to develop on”? Bill would like to add a tiny home and has calculated the dimensions. He states that it does not exceed the minimum percentage covered by structures. Councilor Doherty replies that he is not in favor of taking a steep hillside that’s already in this lot and carving off a piece of it to make a small lot. The lot does not meet any of our specs anyway. I just wouldn’t be in favor of doing that.

Bill answers that my present lot is large enough to take a chunk out of it. He does not need that much room. Minimum lot requirements and tiny homes were discussed. The fill on the steep area of the property was also discussed. Councilor Turner states his concerns on meeting the required setbacks and safety. Bill explains that the tiny home will have a basement on the steep area of the property. The home will be anchored on bedrock. He further explains that the existing home has running water currently in his crawl space in the spring. Retaining walls and fill was further discussed and Bill explains that the basement wall will be the retaining wall.

Councilor Doherty reiterates that he is not in favor because the new lot does not meet city specs. The plot map was reviewed and discussed. No motion was made.

F-2 Address Resolutions No. 681, 682, & 683– City Recorder received assigned tax lot numbers from the County Tax Assessors office on partitioned property approved in 2021. She presents resolution no. 681 which assigns an address to the Family Dollar store currently under construction. The lot was partitioned in June 2021 and the property currently does not have a situs address. The resolution will assign a permanent address of 389 SW Birch Street. **Councilor Turner made a motion to approve resolution no. 681 assigning an address and Councilor Kaneaster seconded. Councilor Doherty voted yes, Councilor Johnson voted yes, Councilor Evoniuk voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No**

Resolution no. 682 changes the address of the Old Schoolhouse. The previous owner used the property as an antique shop and the door facing 4th Street was used as the primary entrance. The new owner is renovating and will be using the front entrance as the main entrance, and it is facing SW Birch Street. The new address will be 395 SW Birch Street. **Councilor Turner made a motion to approve resolution 682 changing an address and Councilor Doherty seconded. Councilor Kaneaster voted yes, Councilor Johnson voted yes, Councilor Evoniuk voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No**

Resolution no. 683 assigns an address on a newly partitioned residential lot off NW Delwood Street. The new lot will have a home constructed for residential use. The assigned address is 711 NW Delwood Street. **Councilor Evoniuk made a motion to approve resolution no. 683 and Councilor Turner seconded. Councilor Doherty voted yes, Councilor Johnson voted yes, Councilor Kaneaster voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No**

F-3 Community Clean-up – The Pilot Rock School District contacted the City Recorder to request a date of May 4, 2022, as Community Clean-up Day. Students will be available on that date to assist local senior citizens with cleaning up their property. Eastern Oregon Waste Management will be providing four dumpsters for the event.

CITY OF PILOT ROCK

City Recorder is requesting approval for renting two more dumpsters for the event on the weekend. The weekend event will have dumpsters placed at the burn pile. **Councilor Doherty states that he has a conflict of interest and will not be participating in the discussion.** Councilor Turner suggests that the city will need and use at least two extra dumpsters since we have not had a community clean-up day in the last two years. **Councilor Turner made a motion to approve two extra dumpsters for community clean-up day and Councilor Evoniuk seconded. Councilor Johnson voted yes, Councilor Kaneaster voted yes, Councilor Doherty voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No**

G-1 Department Head Report – Chief Caldera would like to add that he had three candidates scheduled for the testing process for the open Police Officer position. One person was a no show, the second person failed the physical fitness test, and the third person failed the written test. Therefore, no interview was scheduled. He will advertise again in May. He states that in Oregon there are over 100 police officer positions currently open.

He also states that he is still looking into replacing the police department vehicles and is working with Sheriff Rowan. The County may be replacing their vehicles and possibly selling the old, gently used vehicles. He has also researched leasing vehicles but believes that they may be too expensive.

The police department has been very busy and dealt with a shooting last week. The victim has been released from the hospital. Chief states that something like this takes a significant amount of time to investigate.

City Hall:

1. Completed February 15, 2022, City Council meeting minutes
2. Continued review and draft of Solar Lease Agreement
3. Created donation baskets for Pilot Rock Fire District fundraiser
4. Mailed letter and property information to Amazon. To date no response received.
5. Corrected PERS employee record
6. Received final letter from Community Development Block Grant closing the program.
7. Ordered and received new monitor for Admin Asst replacing faulty old one.
8. Assisted various contractors with Family Dollar and Dollar General
9. Provided vendor public records request to company, Open The Books
10. Completed payroll and paid all payroll liabilities
11. Processed updated floodplain permit for Dollar General
12. Forwarded 2021 annual audit to USDA per their request
13. Processed partition plat on solar project
14. Updated employment contract for Chief
15. Added new employee to all systems
16. Provided 2020 annual audit to DEQ per their request
17. Ordered plaque for retiring employee
18. Routine updates on website
19. Completed and forwarded annual project update on lagoon project to USDA

CITY OF PILOT ROCK

Police Department:

1. Investigated threats of violence between two elementary aged children.
2. Broke up a disturbance between a couple in front of the Post Office.
3. Contacted individuals about sitting on the oral interview board panel for the police officer position.
4. Assisted DHS – Child Welfare with documentation on a child abuse case.
5. Report of a mother who used methamphetamine during her pregnancy.
6. Fulfilled a records request for DHS – Child Welfare out of Coos County.
7. Served civil papers on a child custody matter.
8. Checked on the welfare of a female who threatened suicide.
9. Chief attended a review of the dispatch center done by an outside consultant.
10. A local resident was arrested on a felony warrant and lodged.
11. A dog owner was cited for dog at large and dog as a public nuisance after it was seen running after a child.
12. Received a report of mental and physical abuse of two children by their father.
13. Assisted DHS with neglect issues involving two children while their mother was using illegal drugs.
14. Investigated a threat at the Jr. High School.
15. Received a report of a scam.
16. Two students were cited at the Jr. High School for possessing a vape pen.
17. Responded to a domestic with guns possibly involved.
18. Chief met with the new mental health provider for Umatilla County. He was asked to be on a fatality review team dealing with youth suicides.
19. Investigated an unattended death.
20. Responded to five trespasses in progress involving the same suspect.
21. Report of a harassment involving a seven-year-old.
22. A lost Chromebook was located and returned to the owner.
23. Officer made a presentation to fourth and fifth grade students on bullying and sexting.
24. Report of a scam that claimed someone was abducted and money was needed to set the person free.
25. Report of suspicious activity at a residence where several people come and go at all hours of the day and night.
26. Report of children being mistreated by their father. DHS was notified.
27. Responded to a residential burglary alarm that ended up being false.
28. A ten-year-old child was bit by a dog. The owner was cited for dog at large and dog as a public nuisance.
29. Only two people showed up for the testing process for the open police officer position. One failed the physical fitness test and the other failed the written test, so no oral interviews were conducted.
30. Responded to a disturbance involving two males that were fighting.
31. Report of a church break-in where items were stolen.
32. Contacted a homeowner about cleaning up the outside of his property.
33. Did a welfare check on an elderly couple who hadn't been heard from.
34. Report of a suspicious male loitering near an unlocked and abandoned car.
35. Located evidence of a transient staying in an abandoned house that was up for sale.
36. Cited a local resident for Driving While Suspended.
37. A male was contacted about an illegal burn he was doing on the city right of way. The same man was also trespassed from two properties.
38. A downtown business was broken in to and cash was stolen.
39. Report of a contractor working without a construction license, building permit or bond.

CITY OF PILOT ROCK

40. Theft of services involving someone using another person's trash bin.
41. Received two different reports about an elderly woman walking downtown and was confused about where she was at. The lady was found to have dementia and her family were contacted.
42. Report of an uncle harassing his nephew via text messages.
43. Did a records check for the Office of Personnel Management.
44. Responded to a domestic violence where one of the involved parties was shot in the head. The victim was life-flighted to OHSU.
45. A male was arrested on two warrants and lodged in jail.
46. Received a report of a prowler.
47. Contacted a female who was having mental health issues.
48. Contacted a juvenile male about spinning cookies on someone's property.

Public Works

1. Continued monitoring of sewer project
2. Winter equipment maintenance
3. Tim completed annual training for water & wastewater certificate
4. Steve scheduled for annual training March 28
5. Warranty work at the sewer lift station
6. Continued review of solar project agreement
7. Annual backflow device report submitted

G-2 Statement of Economic Interest – City Recorder explains that the Oregon Government Ethics Commission requires individuals holding certain public positions to file a state of economic interest report. Email notifications are sent mid-March of each year and the report is due no later than April 15, 2022. City Recorder offered to provide any assistance needed and will work with schedules.

G-3 Grant Funds Update – Budget Officer explains splitting the Coronavirus Relief Funds into two to allow spending in the current fiscal year would require a supplemental budget. She was recently informed that the city may receive more grant funds from the county. With this new information, she suggests combining all the grant funds into the FY23 budget. Councilor Doherty asked about police vehicles and Chief Caldera discusses several options. He also informs on how many miles the current vehicles have.

G-4 Month End Reconciliation - City Treasurer explains that in the FY21 annual audit, the auditor recommended that all council members review the month end reconciliation. She would like to comply and provided training on all the items that are reconciled. She also requests City Councilors signature upon completion of their review.

H. CONSENT CALENDAR

Councilor Turner made a motion to approve the consent calendar and Councilor Kaneaster seconded. Councilor Doherty voted yes, Councilor Johnson voted yes, Councilor Evoniuk voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No

Bills \$18,546.75

CITY OF PILOT ROCK

I. COUNCIL COMMENTS

Councilor Johnson states that he is submitting his resignation from City Council due to a new job that would interfere with his duties. He says that this is his last meeting.

Councilor Turner states that as a City Council, we approve development permits and we are not really into building houses.

Councilor Kirby would like to start a Farmers Market. This may be a good time to get it started since gas prices are so high. Previous Farmers Markets were discussed including which days of the week would work. She will research.

K. EXECUTIVE SESSION

The City Council of the City of Pilot Rock met in executive session pursuant to Oregon Revised Statutes 192.660 paragraph (2) section (a) which allows the Council to meet in executive session to consider the employment of a public officer, employee, staff member or individual agent.

City Council returned to regular session

Councilor Doherty made a motion to approve the contract between the City of Pilot Rock and Chief Caldera and Councilor Turner seconded. Councilor Johnson voted yes, Councilor Kaneaster voted yes, Councilor Evoniuk voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No

L. ADJOURNMENT

Councilor Doherty made a motion to adjourn, and Councilor Kaneaster seconded. Councilor Turner voted yes, Councilor Johnson voted yes, Councilor Evoniuk voted yes, and Councilor Kirby voted yes. Motion carried: 6 Yes – 0 No

Mayor Randy Gawith adjourned the meeting at 7:25 pm.

APPROVED _____
Randy Gawith, Mayor

ATTEST _____
Teri Bacus, City Recorder