

# CITY OF PILOT ROCK

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**Work Session**  
**September 3, 2013**  
**6:00 PM**

**A. Call to Order**

The work session began at 6pm. Council members present were Kacie Moss , and Jim Hinkle. Also present were City Recorder Teri Porter and Police Chief Darren Richman. Citizens present were Mary Lue Slabik, John Taylor, Patty Maness, Bob Deno and Craig Porter.

**B. Work Session**

Steve Haddock covered the purpose and processes for planning in our community. There was discussion regarding the need for a planning commission or an advisor.

**C. Adjournment**

The Work session ended at 7:03pm.

**Council Meeting**  
**September 3, 2013**  
**7:00 PM**

**A. Called to Order**

The Regular meeting was called to order by Mayor Carnes at 7:05. Council members present were Kacie Moss, Jim Hinkle, Ray Corwin and Michael Baleztena. Also present were City Recorder Teri Porter and Chief Richman. Citizens present were Mary Lue Slabik, John Taylor, Bob Deno, Craig Porter, Harley Jeffers and Patty Maness. Warner Stausbaugh from the EO was present as well.

**B. INVOCATION**

Pastor Jeffers gave the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. APPEARANCE OF INTERESTING CITIZENS**

John Taylor presented his concerns and a map regarding the original legal location of the County Road called Stockdrive Roadway and the relocated road . He is bringing this to Councils attention so that they are aware of the dust concern when considering future development in the area. [\(see attached\)](#)

**E. PRESENTATIONS**

None

**F. ACTION ITEMS**

**F-1 Sewer Fee Increase for Commercial and Schools**

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In Steve Drapers absence, Teri Porter explained that on June 4, 2013, a resolution was passed raising sewer rates by \$1.50. this rate increase was a 9.09% increase to residential rates but less than 2% increase to the Public Schools and only 6% increase to other commercial businesses. It would be more consistent to increase all rates by the same 9.09%. **On a motion by Councilor Moss and seconded by Councilor Baleztena, Council agreed add a new resolution for a 9.09% increase across the board for the City of Pilot Rock not just the residential rates, to be effective when the Resolution is passed. All present voted yes.** Mary Lue Slabik commented that she feels that Council and Staff should pay for water and sewer.

## F-2 Employee Handbook

Chief Richman explained that in order to recover training costs associated with training of non-certified officers who leave the City with in the first 3 years, per state law, a policy needs to be adopted to make it enforceable. The suggested changes to page 15 of the employee handbook were presented in his staff report [\(see attached\)](#). **On a motion by Councilor Baleztena and seconded by Councilor Moss, Council agreed to accept the additional language changes to the Employee Handbook on page 15 regarding non-certified officers.**

## F-3 Vacation of a Public Right of Way.

Jim Hatley approached Council requesting that we move forward with vacating of 10' of the Public Right of Way. The properties adjacent to the vacated right of way would be the recipients of the vacated property which would be Jim Hatley and Marsha Morgan. **On a motion by Councilor Moss and seconded by Councilor Hinkle, Council agreed to approve the vacation of the public right of way and direct Teri to prepare the ordinance for the next meeting.** John Taylor stated that he feels an RV park would be a good addition to the City but would ask that the measures be taken to ensure that it is kept in good condition . **All present voted yes.**

## F-4 Consideration of Applicants for Council

Mayor Carnes acknowledged Craig Porter and Bob Deno, two applicants that would like to serve on City Council, and asked them to tell us a little about themselves. Craig Porter and Bob Deno explained their intentions and desire to serve and make the City a better place to live. **On a motion by Councilor Hinkle and Councilor Corwin, Council agreed to appoint both Craig Porter and Bob Deno to City Council. All present voted yes.** Bob Deno asked how long the term was. Teri explained that normally a term is 4 years. But these appointments are to fill seats in which one expires on December 31, 2016 and the other on December 31, 2014. Bob Deno elected to take the seat that expires in 2014 leaving the other to Craig Porter. Council agreed to swear them in now so that they would be allowed in the executive session. Teri swore both Bob Deno and Craig Porter in.

## F-5 Approval for Teri Porter to attend the OAMR Conference

Teri asked councils approval to attend the OAMR conference. **On a motion by Councilor Moss and seconded by Councilor Hinkle, Council agreed to allow Teri Porter to attend the OAMR Conference. All present voted yes.** Teri further explained that she will be taking the gold city car, so aside from the cost of lodging and the conference, the only additional cost would be gas there and back.

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## G INFORMATION ITEMS, REPORTS AND PRESENTATIONS

### G-1 Sign Variance for the Baptist Church

Teri explained that the Baptist Church is inquiring about erecting a sign that is approx. 4' x 8'. The property is zoned R-2 so a sign this large would require a variance. Chief Richman suggested that cones be placed at the location where they would like to place the sign so that Council can drive by and see. Councilor Corwin cautioned that the **County may have issues with the sign and suggested that we check with county as well.** Teri will call County and have it on the next agenda.

### G-2 Department Head Report

#### CITY HALL:

1. I have received the Pilot Rock Sanitation annual Franchise fee.
2. Spoke with Steve Haddock and he is happy to come and give us a training session on planning. He will be at the Sept. 3, 2013, work session at 6p.
3. Have sent a development permit application to the company putting in an ATM machine for Sterling bank in front of the Mini Mart.
4. Have sent off the release from damages, necessary to receive the insurance money for damages incurred during the bark plant fire last June.
5. Have posted the police officer position in the EO and the employment office. Have put together packets for applicants and placed the information and application on the City website.
6. Have up dated the minutes and newsletters on the website.
7. Have invoice the sheriff's department for Rachell's vest.
8. Have completed the RFC (request for coverage) for CIS and will be in open enrollment soon.
9. With Susan's help we have been keeping up on the UB side of the office. I have really appreciated Susan's hard work and dedication.

#### POLICE DEPARTMENT:

1. Continuing to work on city ordinances
2. Working closely with the new superintendent
3. All of the evidence has been entered into the computer system; along with the evidence room is organized.

#### PUBLIC WORKS:

1. Puncture vines are out in full force so doing a lot of spraying.
2. Routine maintenance, spraying weeds.
3. Paving SW Delwood and SW 3rd. May also do some side streets on High School hill.

## H. CONSENT CALENDAR

**On a motion by Councilor Baleztena and seconded by Councilor Corwin , Council agreed to accept the consent calendar. All present voted yes.**

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## I. CITY COUNCIL COMMENTS

Councilor Hinkle asked additional questions regarding Mr. Taylors concerns about the road on Stockdrive Road. Steve Haddock, who prepared the tentative plan explained the history and the various placements of that road. He explained that Mr. Hatley is just selling one parcel and wants to build a driveway and let everyone stay in the developed route for the time being.

Councilor Moss stated that the work session regarding communication and organization between staff and council got bumped so that we could learn about planning. **But it is still high on her list and would like to keep it in mind and maybe next council meeting we can set a date for that session.**

Council Baleztena stated that the concerns regarding the steps to the high school is being addressed. Steve Haddock stated that he had given Steve Draper a list of the property owners of the steps some time ago. Mayor Carnes informed Council that the rail road is considering removing the rail road spur. She explained that it is vital to our community and has arranged for a meeting with some heavy hitters that might be able to influence their decision. The meeting is September 23rd at 2pm in Council Chambers and asked that Councilors please attend if they can.

Mayor Carnes stated that Friday September 6th was Pilot Rock Day at the Umatilla County booth, at the fair and had a great turnout.

Mayor Carnes also stated that she has 9 Pilot Rock units going into the Dress up parade. She said that for the first time in years we will have a high school band in the parade. Annie has the kids playing *When the Saints go Marching in* and the *School song*.

## J. EXECUTIVE SESSION: ORS 192.660 (2)(h) Legal Council

Council went into executive session at 8:12, to consider communication from legal counsel regarding the monthly payments made to Mary Koch. Present were Mayor Carnes, Councilors Moss, Hinkle, Baleztena, Corwin, Deno and Porter. Also present were Teri Porter and Darren Richman. Warner Straghbaugh of the East Oregonian was also allowed to attend.

Council came out of executive session at 8:29.

**On a motion by Councilor Baleztena and seconded by Councilor Corwin, Council agreed to not grant the two week extension. All present voted yes.**

## K. ADJOURNMENT

On a motion by Councilor Moss and seconded by Councilor Corwin, Council agreed to adjourn at 8:30. All present voted yes.

APPROVED \_\_\_\_\_

ATTEST \_\_\_\_\_