

# CITY OF PILOT ROCK

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## Council Meeting

July 7, 2015, 2015

7:00 PM

### A. Called to Order

Having a quorum the Regular Council meeting was called to order by Mayor Carnes at 7:00 PM. Council members present were Deacon Perkins, Raymond Doherty, Jim Hinkle, Kacie Moss, Ray Corwin and Bob Deno. Also present were Teri Porter, Officer Thompson and Steve Draper. Citizens present were John Taylor and Mary Lue Slabick.

### B. INVOCATION

Councilor Deno gave the invocation.

### C. PLEDGE OF ALLEGIANCE

### D. PRESENTATIONS

None

### E. APPEARANCE OF INTERESTED CITIZENS

None

### F. ACTION ITEMS

**On a motion by Councilor Moss and seconded by Councilor Hinkle, Council agreed to add F-5 Agreement to Conduct Phase I ESA. All present voted yes.**

#### F-1 School Zone Crossing at McGowan

Tim Rynearson, of ODOT, addressed Council with a proposal to install a rapid flashing beacon for the crosswalk at McGowan and Hwy 395. Billie-Jo Deal, Safety Coordinator with ODOT also discussed crosswalk education to be conducted along with our police officer at the schools. **On a motion by Councilor Deno and seconded by Councilor Dorherty, Council agreed to move forward with the school crossing and education. All present voted yes.**

#### F-2 Police Department Oversight Agreement

Council was presented with the proposed agreement between the City of Pendleton and the City of Pilot Rock to conduct administrative oversight for the Pilot Rock Police Dept. The agreement has been reviewed by both Steve Draper and Teri Porter as well as David Blanc the City Attorney. Council was presented in the packet the email from David Blanc with suggested changes.

1. Section 9.0 should state that in the event the agreement is terminated or not renewed all equipment should be returned to the party that owns it.
2. The signature line for the Records Officer of Umatilla County to attest should be changed to City Recorder of Pilot Rock to attest.

Council entered into discussion regarding including a scope or work that Pendleton PD would be doing during the 20 hours. Specifically that they would patrol as needed and respond to emergency calls within the city limits.

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**On a motion by Councilor Perkins and seconded by Councilor Hinkle, Council agreed to approve the agreement between Pendleton and the City of Pilot Rock and direct staff to draw up contract with proposed changes and bring back to Council for approval. All present voted yes.**

### **F-3 Ordinance No. 566 - Amending Ordinance No. 480**

Steve Draper explained that currently the Public Safety Surcharge is assessed to both developed and undeveloped tax lots. Currently the Sewer Utility Reserve and the Water Utility Reserve is only charged to the utility users, which does not charge the undeveloped lots. Staff is proposing that the reserve charges should be assessed the same as the Public Safety Surcharge. This ordinance will amend Ordinance No. 480 and assess the .50 Water Utility Reserve Charge and the .50 Sewer Utility Reserve Charge both developed and undeveloped tax lots. Steve stated that it is not fair if you have a lot sitting empty for 20 years and you have not paid into the reserve funds, then you sell the lot or build on it, you will reap the reward of a well maintained system but you have not paid into it. Councilor Corwin asked if you could charge if you do not have the utility to that lot? Steve explained that the reserve funds are a savings account if something goes wrong in the water or sewer system. Councilor Corwin questioned if legally we can do this. Steve stated that this is a system development charge for future use of the system. There was also discussion that although the undeveloped lot owner does not pay the reserve charge, when they are ready to develop and hook on to city services there is a hook on fee. Steve estimated that the sewer hook on fee is about \$400 and water about \$1100. He went on to say that he does not know of any city in Umatilla County that is less than \$5000. **On a motion by Councilor Perkins and seconded by Councilor Doherty, Council agreed to table this item until we have more information. On a motion by Councilor Perkins and seconded by Councilor Moss Council directed Teri to send letters to each of the affected property owners by the amended ordinance and make them aware of the changes being proposed. All present voted yes.**

### **F-4 Stairs to the School**

Steve presented Council with cost estimates for two options of removal and replacement of the stairs. There was discussion regarding the options and funding. Also discussed was that folks have gotten used to being without it, we may want to determine if the citizens want it to be replaced. Council would like staff to come back with a complete staff report that included maps, pictures, costs and funding. **On a motion by Councilor Hinkle and seconded by Councilor Doherty Council agreed to table this item until we can get more information. All present voted yes.**

### **F-5 Agreement to Conduct Phase I ESA**

Teri Porter explained that she has been working on getting the City owned industrial property certified as decision ready. This would make the property more appealing to interested buyers. One of the requirement of the application is that it include an ESA (Environmental Site Assessment) that will cost \$3552. The Umatilla County Board of Commissioners has granted us the money to do the assessment. Council is asked to approve the agreement with Anderson Perry to conduct the ESA. **On a motion by Councilor Moss and seconded by Councilor Corwin, Council agreed to approve the agreement with Anderson Perry to do the ESA. All present voted yes.**

## **G INFORMATION ITEMS, REPORTS AND PRESENTATIONS**

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## G-1 Department Head Report

### CITY HALL:

1. Have been granted \$3,500 by the Umatilla County Board of Directors, to conduct a Phase I Environmental Assessment of the industrial property. This is needed to complete or application to the Decision Ready program with the state. I'm sure Council joins me in appreciation of the commissioners for there consideration.
2. Have been looking into Bonds and have requested Brad with Anderson Perry to explain the option to Council.
3. Swim Bus started June 23rd. There was a problem at the park and they were not ready to do swim lessons the first week. This meant a change in schedule so we called all 50+ parents to ensure that they were aware of the change and their children did not miss the bus.
4. Michelle Hoeft one of the new swim bus coordinators developed a facebook page for swim bus, which will be invaluable in getting the word out of any future changes.
5. Jackie Carey is doing the landscaping maintenance for the City. Working a few hours every morning. The beds and park need a lot of attention as they have been neglected for so long. Thanks to Jackie for taking this on.
6. Have updated the municipal code on the website.
7. Filled a public records request by Phil Wright, for Officer Diehl resignation letter.

### POLICE:

1. Glen Diehl's last day was June 30, 2015.
2. Officer Thompson's schedule has been amended. I did let dispatch know of the change.
3. We are actively recruiting a new officer. Have interviewed and have a strong candidate, that we are having a background check done. Lt. Bill Caldera with Pendleton PD sat in on the interview as well.
4. Pendleton PD continues to be invaluable with their assistance in Police matters.
5. Officer Thompson got in some fire arms training with Officer Diehl before he retired. The training has been reported to DPSST.

### PUBLIC WORKS:

1. Exercising hydrants.
2. Spraying weeds.
3. Routine maintenance.
4. Following up on possible land acquisitions needed for lagoon upgrade.

## H. CONSENT CALENDAR

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

## I COUNCIL COMMENTS

Mayor Carnes stated that the City of Pilot Rock was well represented in the Pendleton 4th of July Parade. She also stated that the Ag Tour came and toured all over Pilot Rock from different farms and ranches and heard some on the history of Pilot Rock.

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## **J. EXECUTIVE SESSION:**

Council went into executive session under ORS 192.660 (2)(e) Real Estate Transaction at 8:20 pm. Present were Councilors Hinkle, Deno, Perkins, Corwin and Doherty. Mayor Carnes, Teri Porter and Steve Draper, and Officer Thompson. Councilor Moss left on an emergency before the session began.

## **K. ADJOURNMENT**

Council agreed to adjourn at 8:50 PM.

**APPROVED** \_\_\_\_\_

**ATTEST** \_\_\_\_\_