

CITY OF PILOT ROCK

Council Meeting

October 18, 2016

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, Bob Deno, Terry Womack, Ray Corwin and Jim Hinkle. Also present were Teri Porter, and Bill Caldera. Citizens present were Mary Lue Slabik, Jackie Caery, Shandy Christiansen, Jimmy Doherty and Pastor Harley Jeffers.

B. INVOCATION

Pastor Harley Jeffers gave the invocation

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

None

E. PRESENTATIONS

None

F. ACTION ITEMS

F-1 Resolution No. 597 Agreement for Dispatch Services

Chief Caldera explained that this is the same agreement (except for cost) that all agencies have signed. Pilot Rock is the last city to turn in the signed agreement. The agreement has been reviewed by the City Attorney, David Blanc and is now before Council for final approval. **On a motion by Councilor Deno and seconded by Councilor Womack, Council passed Resolution No. 597 an Agreement for Dispatch Services.**

F-2 Materials Management Projects Grant

Jimmy Doherty of Eastern Oregon Waste Management addressed Council with a request to apply for the Materials Management Grant on behalf of the City of Pilot Rock. Jimmy explained that the State of Oregon DEQ, has set aside \$1.6 million, for recycling projects with emphasis on rural communities. He would like to set up a recycling center here in Pilot Rock, similar to Pendleton's recycling center. It would have 4 or 5 containers in a fenced area where you can drop off your various recycling items. The grant funds are to be allocated for non-profit, so DEQ strongly suggests that he work through the City since his business is for profit. He would like to get the grant to cover both Pilot Rock and Ukiah. Have met with Steve Draper to discuss the possibility of purchasing a portion of the city owned industrial property. Jimmy expressed concern about the land that he and Steve are discussing, stating that it may be too far out for people so they may not use the recycling center. The purchase of property will be on the next agenda. The grant would pay for the boxes, fencing, a security system, signage, travel expenses to move the boxes. He will use RDF troughs (his fathers company) to build the boxes. He feels this would be most efficient because he can build them exact to fit his trucks and can keep his employees working through the winter. There was discussion about how the money would be passed through the City. The grant is due October 31, 2016. Jimmy had anticipated help from GEODC, but they do not have the time to get it done for him. He has a rough draft about 40% complete, he will be reaching out to Tamara Mabbott and Susan McHenry to help him finish writing the grant. There was discussion on whether or not a supplemental budget would be necessary if the City were to receive the grant for \$20,000. Councilor Perkins inquired about risk to the City. Jimmy stated that he would like to take ownership of the boxes and assume all responsibility. Jackie Carey asked about the benefit to the City and suggested that the city should receive administrative expenses for processing the money and the added work it will put on Teri Porter the City recorder. The grant states that it can be used for administrative costs. **On a**

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motion by Councilor Deno and seconded by Councilor Corwin, Council approved Jimmy Doherty to apply for the Materials Management Projects Grant. All present voted yes.

F-3 Vacation Request

On a motion by Councilor Deno and seconded by Councilor Womack, Council agreed to grant Steve Drapers vacation request. All present voted yes.

F-4 Cats on N. Alder.

Tom Callahan had asked to be on the agenda, but was not able to make it to this meeting in time. Chief Caldera explained to Council that he had met with Mr. Callahan who stated that about 12 cats were left behind after the City demolished the old house at the foot of the stairs, are creating a problem. Chief stated that there are no cat ordinances so there are limited options. Jackie Carey who also a board member of PAWS, stated that PAWS can bring out live traps to catch them so that they can be taken in to be spayed and neutered. They would then be returned, but at least they would not reproduce. Staff has not seen the cats but perhaps the Jackie's suggestion would be a humane option.

G. INFORMATION ITEMS

G-1 Department Head Report

CITY HALL

1. Fiber optics have been installed at City Hall, Library and the Police Dept.
2. Submitted attentional reports to DLCD to support our RSIA (Regionally Significant Industrial Area) designation, which will benefit the City when it comes to applying for grants to make improvements to our industrial site.
3. Prepared Centurylink Franchise Agreement with changes.
4. Corresponding with two industrial companies who may be interested in the industrial property.
5. Have set up our industrial property on the Oregon Prospector website. Making it visible to industry looking for industrial properties.
6. Completed the consumption totals for the USDA application.
7. The County has asked for expenses and revenue on 11 City owned properties. Most were bare land and easy but 6 properties will require me going back 1-3 years and collecting the information.
8. The USDA application is complete and has been reviewed by Mayor Carnes, Steve and I.
9. Still trying to resolve issues with the Centurylink bill. They are billing us for 2 additional lines in the police dept. I have refused to pay the bill until they remove one of the lines. I have now been put in contact with the supervisor of the supervisor I had been working with. Hopefully it will get taken care of.
10. Have submitted a request for fiber with Wtechlink. Should be up and running in a couple of weeks. I am hoping this resolves several issues we are having with the speed of the computers and accounting software.
11. Copy machine acting up. Called for service 2x this week.
12. Copied and sent a copy of the 2013 audit to USDA.
13. Working on application for a proposed business looking for property such as our industrial property.
14. Looking into what is needed to implement a business license for the City. Will consult with Jennifer Bragger (Portland Attorney).
15. Will also be looking into improving our Water/Sewer agreement. Needs to include clear language that the property owner is ultimately responsible for outstanding balance should the rent leave without paying. Also that customers who move within the city limits must have their bill current before we will open another account at the new address. Past customers with a poor payment record will be required to pay another deposit. I will

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be working with Jennifer (Portland Atty.) to ensure that these are legal requirements and that the agreement and ordinance is written properly.

POLICE:

1. Met with school administration to plan for upcoming events that the police department and schools will be taking part in over the next month.
2. Chief is working with a polygraph examiner with the Oregon State Police on a child abuse investigation.
3. The department has gained compliance from seven (7) different property owners in regards to taking care of various attractive nuisance type violations.
4. Ofc. Badal was acknowledged by the members of the bike pit for singing the National Anthem on September 11th, prior to the motocross race.
5. Ofc. Badal did a bullying presentation for the elementary school and took part in the annual walk to school day with the students.
6. Chief attended the safe schools training in Pendleton.

PUBLIC WORKS:

1. We will have to go back out for bid on the Stairs project as we have not received any bids for contractors.
2. Will insulate meters as we read.
3. October is the last month for meter reads.
4. Steve will be on vacation from Oct. 24-28
5. Winterizing equipment.
6. The electronics failed in the sewer lift station. Spent the weekend babysitting, until I could get it fixed on Monday.
7. Reading meters this week.
8. Doing more asphalt patching.
9. We will be raising a couple of man holes next week.
10. Attended a pre-construction meeting for the stairs.
11. Working on prospects for industrial property.

H CONSENT CALENDAR

Bills Total: \$16,093.89

On a motion by Councilor Deno and seconded by Councilor Womack, Council agreed to approve the Consent Calendar. All present voted yes.

J COUNCIL COMMENTS

Councilor Womack asked what companies were interested in the industrial property. Teri explained that it is a mushroom factory and she and Steve will be meeting with him next week. Jimmy Doherty had brought the mushroom company to the City's attention. The other company is a Japanese snack company. Councilor Hinkle, on behalf of a concerned citizen, brought up that the work-session scheduled for October 24th had an incorrect date on one page of the newsletter but correct on the next page. The last newsletter did not mention the meeting and is it a public meeting. Teri explained that it is a work session, but it is open to the public to attend.

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Mary Lue Slabik asked if there would be notice put up around the City. Teri stated that notice would go up as required by law, about 2 days prior to the meeting. It is a work-session not a public hearing, its purpose is to allow time for council to look into the matter and deliberate amongst themselves. Mrs. Slabik, stated that the Council Rules states that the public is allowed to speak at public meetings. Teri corrected the comment stating that Council Rules is referring to Regular Council meeting not a work session. Mrs. Slabik asked if there were different rules about public input at different types of sessions. Teri stated that she would print the rules for Mrs. Slabik. Mrs. Slabik asked that the work session be posted in the newsletter.

Councilor Hinkle and Corwin, stated that they would not be able to attend the work-session on the 24th. With Councilor Doherty's absence we would not have a quorum. **On a motion by Councilor Perkins and seconded by Councilor Corwin, Council agreed to change the work session to November 7, 2016, at 6pm. All present voted yes.**

Councilor Hinkle also stated that the mess on the corner in front of Mr. Callahan's house on Alder, makes it difficult to get around at times and an eye sore. Chief stated that he is working with Mr. Callahan who has stated that he intends to put a lot of the stuff into his horse trailer.

Councilor Perkins appreciated Steve Draper and the City crew on behalf of the cemetery board, for patching big holes in the roadway to the cemetery. It made a big different.

Councilor Perkins also asked if we would have a plan for the process for the work session. Teri stated that she is putting it together.

Mayor Canes stated that a lot of work is being done to prep for the big annual yard sale. Looking for volunteers to help clean up Saturday at 4:30p.

K. EXECUTIVE SESSION:

Council went into Executive Session under ORS 192.660(2)(b) Dismissal of a public employee at 8:06pm. Present were, Mayor Carnes, Councilors Hinkle, Womack, Corwin, Perkins and Deno. Teri Porter and Chief Caldera. Council returned to regular session at 8:14. **On a motion by Councilor Hinkle and seconded by Councilor Corwin, Council agreed to accept the dismissal of officer Valdez. All present voted yes.**

K. ADJOURNMENT

Council agreed to adjourn at 8:15 PM.