

---

# CITY OF PILOT ROCK

Council Meeting  
February 20, 2024, 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 Raymond Doherty, Councilor Tegan Kaneaster, Councilor Rhonda Hinkle, and Councilor Vernon Sandy. Councilor Derek Turner and Councilor Tiffany Schademan were absent.** Department Heads present were **Police Chief William Caldera, City Recorder Teri Bacus and Public Works Director Tim Britain. The citizens' present was Ray Bacus.**

## B. INVOCATION

Pastor Harley Jeffers gave the invocation.

## C. PLEDGE OF ALLEGIANCE

## D. APPEARANCE OF INTERESTED CITIZENS

City Recorder requests to remove item F-2 from the agenda and replace it with grass seed purchase for the old lagoon. **Councilor Doherty made a motion to approve removing excavator rental and replace with grass seed purchase and Councilor Sandy seconded. Councilor Kaneaster voted yes, and Councilor Hinkle voted yes. Motion Carried: 4 Yes – 0 No**

## E. PRESENTATIONS

## F. ACTION ITEMS

**F-1 Appoint FY25 Budget Officer** – City Recorder requested to appoint by motion a Budget Officer to prepare the proposed FY25 budget beginning July 1, 2024. The Oregon Department of Revenue Local Budgeting Manual requires that each local government must have a budget officer. The budget officer must be either appointed by the governing body or designated by the local government's charter. The charter of the City of Pilot Rock does not address therefore, the budget officer must be appointed. City Recorder recommends the Treasurer who works closely with the city's finances.

**Councilor Hinkle made a motion to appoint Teri Bacus as the FY25 budget officer and Councilor Doherty seconded. Councilor Sandy voted yes, and Councilor Kaneaster voted yes. Motion carried: 4 Yes – 0 No**

**F-2 Grass Seed Purchase** – Public Works Director is requesting to purchase grass seed for the old lagoon which is part of the decommissioning process. The seed will cost no more than \$4,500. The soil was tested to determine the best blend of grass. It was recommended to use a blend of Fawn Tall Fescue, Smooth Broome and Paiute Orchardgrass by McGregor. This purchase will be part of the reimbursement by the USDA after the final inspection of the old lagoon. The number of acres and the application of the seed were discussed.

## CITY OF PILOT ROCK

**Councilor Doherty made a motion to approve the purchase of seed for the lagoon up to \$4,500 and Councilor Kaneaster seconded. Councilor Hinkle voted yes, and Councilor Sandy voted yes.**

**Motion carried: 4 Yes – 0 No**

**F-3 Public Works Truck Purchase** – Public Works Director explains that he and the Mayor went to Hermiston to look at trucks for the Public Works Department. They were able to find a 4-wheel drive  $\frac{3}{4}$  ton with crew cab. The truck would have everything needed to use for the Department. The dealer that they would be purchasing from does not want the old 1998 Ford F150 due to age and wear. However, the Public Works will be able to continue to use the truck for landscaping until it is no longer feasible. The purchase price is \$54,110.73. They also researched gently used trucks but discovered that they were more expensive. He provided several quotes on new and used trucks available. The differences between regular and diesel power were discussed and the various prices of new and used trucks. Councilor Doherty agrees that the old F150 needs to be replaced. Councilor Kaneaster agrees that a brand new one would be the way to go since the truck has a warranty, low milage and priced cheaper than some used trucks. **Councilor Kaneaster made a motion to approve the purchase of the 2024 Chevrolet Silverado 2500HD for \$54,677.46 and Councilor Hinkle seconded.** Councilor Sandy asks who negotiated the price and Mayor Gawith explains the process that he requested for them to lower but they are already at the lowest cost. Councilor Doherty asks if Councilor Sandy would like to revisit the quotes and he will make some calls. Mayor Gawith explains that he called all over the place looking for new and used trucks. **Councilor Kaneaster added to his motion to allow Councilor Sandy to research a better deal not to exceed the amount and if not, the purchase of the 2024 Chevrolet Silverado 2500HD is approved for purchase and Councilor Hinkle seconded. Councilor Doherty voted yes, and Councilor Sandy voted yes. Motion carried: 4 Yes – 0 No**

**F-4 Public Works Backhoe Purchase** – The Public Works Department is currently using a 1990 (34 years old) backhoe which is currently being repaired at the CASE dealer shop and is not available for use. The brakes and shifting components are worn out. Parts are no longer available due to the age of the backhoe and some parts would require manufacturing. The cost of repair is approximately \$6,000. He and the Mayor have researched purchasing a new or used backhoe and several quotes were provided. New and used backhoe quotes were discussed including a used one that has only 37 hours for \$97,995 with a factory warranty. The only thing it does not have is a thumb which is used for land clearing, demolition, and brush removal etc. Councilor Doherty explains that he met with a backhoe technician who describes the difficulties of maintaining an old backhoe. He also discusses that to repair the old backhoe to its fully operating function it would cost more than the equipment is worth. Basically, the old backhoe is obsolete. He recommends that a mobile mechanic inspect the used backhoe that has 37 hours to determine if it has any issues. The logistics of transporting it were discussed. Mayor Gawith discussed the quotes that he found and agreed that the \$97,995 purchase is the best deal. **Councilor Sandy made a motion to approve the purchase of a used backhoe for \$97,995 and Councilor Doherty seconded. Councilor Kaneaster voted yes, and Councilor Hinkle voted yes. Motion carried: 4 – Yes 0 - No**

## CITY OF PILOT ROCK

**F-5 Employee Vacations** – Chief of Police is requesting 40 hours of vacation in March. **Councilor Doherty made a motion to approve the vacation and Councilor Sandy seconded. Councilor Kaneaster voted yes, and Councilor Hinkle voted yes. Motion carried: 4 – Yes 0 - No**

The Public Works Director is requesting 50 hours of vacation in May. **Councilor Hinkle made a motion to approve the vacation and Councilor Sandy seconded. Councilor Doherty voted yes, and Councilor Kaneaster voted yes. Motion carried: 4 – Yes 0 – No**

**G-1 Department Head Report** – Public Works Director provided an update on the decommissioning of the old lagoon which includes taking samples and contracting out the removal of the monitoring well. Chief Caldera gave an update on the misplaced shed on SW Cedar St which include an upcoming court date.

### City Hall:

1. Completed routine updates on reader board.
2. Routine updates on city website
3. Completed January 16, 2024, City Council meeting minutes.
4. Processed payroll and payroll liabilities for December
5. Processed lagoon payment from USDA grant funds to Anderson Perry
6. Received biosolids annual report and PW Director signed
7. Forwarded bid award letters to companies that submitted
8. Peak Contractors conducted a walk thru at Senior Center building
9. Provided year end W-2s to all employees on January 25, 2024
10. Submitted audit action plan to state on time

### Police Department: February 6

1. Compiled 2023 patrol statistics for city council.
2. Completed staff report for January 16<sup>th</sup>, 2024, council meeting.
3. Report of a vandalism done to a house on NE Elm St.
4. Assisted Pendleton PD with a warrant arrest.
5. Report of a loose dog on SW Birch St. getting into garbage.
6. Received a report of a potential problem when an inmate is released from prison.
7. Report of harassment of a person by using email and text messages.
8. Assisted DHS by contacting a parent who was possibly being neglectful to her two children.
9. Assisted the fire department with a medical call.
10. Report of a residential burglary on NE Douglas St.
11. Report of telephonic harassment on SW Birch St.
12. Provided security at some sporting events at the high school.
13. Assisted the fire department on a medical call.
14. Report of a disturbance over someone turning his neighbor's power off.
15. Filled out a certification form for the Criminal Justice Commission.
16. Did a background check for the Oregon Department of Corrections.
17. Report of harassment on SW Birch Pl.
18. Threats of a person that might get shot on SW Birch Pl.

## CITY OF PILOT ROCK

19. Report of a neighbor damaging a fence to a resident on SW 2<sup>nd</sup> St.
20. Arrested a male for violating a restraining order and lodged him in jail.
21. Report of a lost wallet, the owner was located, and wallet returned.
22. Responded to a truck that ran into someone's fence on SW Birch Pl.
23. Assisted a citizen with traffic laws dealing with ATV's.
24. Fulfilled a records request for the Corneilus Police Department.
25. Report of three dogs left out in the cold.
26. Report of a vehicle blocking the bay doors at the fire department.
27. Provided security at a high school basketball game.
28. Citizen requested a welfare check on a female that had possibly been assaulted by her boyfriend.
29. Responded to a 911 call regarding a suspicious circumstance.
30. Contacted ODFW regarding a wild animal that had left tracks outside of the city limits.
31. Officer assisted a person in a wheelchair that got stuck in the snow.
32. Officers shoveled snow for the residents of Birch Creek Manor.
33. Report of picnic tables being turned over at the city park.
34. Arrested a local resident on a warrant and lodged him in jail.
35. Report of a possible restraining order violation on SW Birch Pl.
36. Citizen requested a welfare check on her mother.
37. Did a record check for the Defense Counterintelligence Agency.
38. Assisted several motorists who got stuck in the snow.
39. A shoplifting was reported at a local business. The suspect was identified.
40. Report of suspicious activity regarding the purchase of some tires.
41. Request for a welfare check on SW 2<sup>nd</sup> St.
42. Did a follow-up investigation on an assault case.
43. Follow-up completed on a sex abuse case.
44. Assisted on a medical call on SW Cedar St.
45. Assisted on a medical call on SW Birch Pl.
46. Report of a loose dog on S. Alder St.
47. Report of a loud ATV that was disturbing the neighborhood on NE 5<sup>th</sup> St.
48. Report of a parking violation on NE 4<sup>th</sup> St.
49. Report of a vehicle blocking a private driveway on SW Birch Pl.
50. Assisted a citizen in filing a lost title through DMV.
51. A citizen was cited for driving while suspended.
52. Report of harassment between two high school students.
53. Received a report of telephonic harassment.
54. Report of a lost dog on NE Cherry St.
55. A parking violation on SE Elm St. was taken care of.
56. Forwarded a case investigation report to an insurance company.
57. Sent in fingerprints to the Oregon State Police – CJIS Division on Ofc. Inzerillo.
58. Report of a hang up 911 call on SW Birch Pl.
59. Report of juveniles taking inappropriate pictures of one another and then posting them on social media.
60. Did a welfare check on a female that hadn't been heard from for several days.
61. A hang up 911 call was received from an address on S. Alder St.
62. Received a report of a missing 14-year-old boy at the high school. He was later found.

## CITY OF PILOT ROCK

63. Disposed of several unwanted medications in the department's secure drug bin.
64. Did a follow up investigation on a burglary case.
65. Contacted two juveniles who were in violation of Curfew.
66. Report of a hang up 911 call on NE 4<sup>th</sup> St.
67. Dispatched to a noise complaint on NW Alder Dr.
68. Report of a dog killing chickens, The owner of the chickens shot the dog.
69. Assisted DHS – Child Welfare on a neglect case.
70. Handled a juvenile complaint at the high school.
71. Provided security at a high school basketball game.
72. Assisted a citizen in changing a flat tire.

### Police Department February 20

1. Sent out the department's February work schedule to the Dispatch Center.
2. Compiled the staff report for the February 6<sup>th</sup>, 2024, City Council meeting.
3. The Chief attended a law enforcement administration meeting in Pendleton.
4. The Chief attended a meeting dealing with mental health issues.
5. The Chief attended a DHS – Child Welfare MDT meeting.
6. Report of an air fryer being found in Veteran's Park.
7. Report of a possible drug transaction in the parking lot of a local business.
8. Assisted the Blue Mountain Enforcement Narcotics Team (BENT).
9. Contacted a resident for having abandoned vehicles on his property on SE Elm St.
10. Cited a resident for keeping junk on property on SW Cedar St.
11. Cited an individual for careless driving on NW Birch St.
12. Report of loose dogs getting into garbage, the owner was identified and will be cited.
13. Report of someone pointing a sawed-off shotgun at two people on SW Birch Pl.
14. Responded to a disturbance on SW Birch Pl. where one of the parties received a minor injury.
15. Security provided at a high school basketball game.
16. Responded to another disturbance on SW Birch Pl.
17. Report of the violation of a parenting plan on SE Cherry St.
18. Request of a welfare check on NW Cedar St.
19. Responded to yet another disturbance on SW Birch Pl.
20. Report of four juveniles on the roof of the high school.
21. Report of a trespass at a local business.
22. Report of a juvenile pointing an air soft gun at another juvenile.
23. Report of a suicidal male.
24. Assisted a citizen with questions about city ordinances.
25. Ofc. assisted school staff with a juvenile who committed a theft.
26. Received a report of a possible intoxicated driver on Highway 395.
27. Responded to a medical alert activation on SW Cedar St.
28. Tagged an abandoned horse trailer on SE Elm St.
29. Tagged an abandoned vehicle on SE Elm St.
30. Report of a child being abused by another juvenile.
31. Followed up on a domestic violence report.
32. Followed up on a sex abuse investigation.
33. Responded to a disturbance between two males on SW Birch Pl.

## CITY OF PILOT ROCK

34. Report of a juvenile driving without a license.
35. Report of an open door at the high school.
36. Checked in on a high school dance.
37. Report of a car alarm going off on N Alder Pl.
38. Assisted the fire department on a medical call on SW 10<sup>th</sup> St.
39. Report of unwanted wood being placed on another's property.
40. Provided security at a high school basketball game.
41. Report of a child locked in a car.
42. Report of people screaming on SW 3<sup>rd</sup> St.
43. Responded to a trespass at the Family Dollar.

### Public Works

1. Talking to Anderson/Perry about old lagoon to plan next step.
2. Finished dozing dykes down and leveling the old lagoon
3. Keeping burn pit piled up
4. Backhoe is at Central Machinery getting brakes and drive linkage fixed
5. Used jetter truck to clean out new lift station
6. Winterized the jetter truck
7. Snow removal done
8. Hatley has started crushing rock
9. Called Tektoniks for asbestos bid
10. Met with Peak Construction for a walk through on the Senior Center
11. McGregor came and did a soil sample for old lagoon seeding
12. Cleaned leaves in the City Park
13. Called for bids on a new and used backhoe
14. Went to Hermiston Mayor Gawith to look at a new Public Works pickup

## H. CONSENT CALENDAR

**Councilor Raymond made a motion to approve the consent calendar and Councilor Kaneaster seconded. Councilor Hinkle voted yes, and Councilor Sandy voted yes.**

**Motion carried: 4 Yes – 0 No**

Bills \$47,402.47

## I. COUNCIL COMMENTS

**Councilor Doherty made a motion to approve funds for repairs on the old backhoe and Councilor Sandy seconded. Councilor Kaneaster voted yes, and Councilor Hinkle voted yes.**

**Motion carried: 4 – Yes 0 - No.**

## CITY OF PILOT ROCK

**K. EXECUTIVE SESSION - NONE**

**L. ADJOURNMENT**

**Councilor Kaneaster made a motion to adjourn, and Councilor Hinkle seconded. Councilor Doherty voted yes, and Councilor Sandy voted yes. Motion carried: 5 Yes – 0 No**

Mayor Randy Gawith adjourned the meeting at 6:53 pm.

APPROVED \_\_\_\_\_  
Randy Gawith, Mayor

ATTEST \_\_\_\_\_  
Teri Bacus, City Recorder