
CITY OF MILTON-FREEWATER GOVERNING BODY

Steven Patten At Large, Position 1
Steve Irving At Large, Position 2
Edwin E. Chesnut At Large, Position 3

Lewis S. Key Mayor
Orrin Lyon (CL President) Ward 1
Bradley J. Humbert Ward 2
Jeff Anliker Ward 3

**CITY OF MILTON-FREEWATER
CITY COUNCIL MINUTES**

December 12, 2016

The Council of the City of Milton-Freewater met Monday, December 12, 2016 at 7:00 p.m. in the Albee Room of the Library, 8 SW 8th Avenue, Milton-Freewater, Oregon.

The following City Council members were present: Mayor Lewis Key, Councilors Steven Patten, Ed Chesnut, Orrin Lyon, Steve Irving and Jeff Anliker.

Councilor Brad Humbert was absent.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Finance Director Dave Richmond, Public Works Superintendent Dave Bradshaw and Public Works Technician Brian Steadman.

Citizens and Guests present were: Chris Zacharias, Verl Pressnall, Mike Onstot and Wes Koklich.

Representing the news media was Sherrie Widmer of the Valley Herald.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council Minutes from October 10, 2016
- Council Work Session Minutes from October 10, 2016
- Council Executive Session Minutes from October 10, 2016
- Council Goals Work Session Minutes from November 14, 2016
- Accounts payables from October 5, 2016 through October 18, 2016
- Accounts payables from October 19, 2016 through November 7, 2016
- Accounts payables from November 8, 2016 through November 21, 2016
- Accounts payables from November 22, 2016 through December 6, 2016
- Resolution No. 2333, Resolution Acceptance of the Umatilla County Election Results from the General Election of November 8, 2016

Councilor Patten motioned to adopt the consent calendar items. Councilor Chesnut seconded the motion which passed unanimously.

PRESENTATION ITEM:**RECOGNITION**

Mayor Key presented Steven Patten with a plaque honoring his time served as a city councilor for years 2015 - 2016. Councilor Patten filled the last two years of the term of the City Councilor At Large Position 1 seat. The seat was vacated by Sam Hopkins-Hubbard who moved out of the area.

Councilor Anliker stated he appreciated Mr. Patten and how he showed his interest in the city by attending numerous councils meetings prior to him being appointed the council.

The entire council and staff thanked him for his dedication and time served as a city councilor.

BUSINESS ITEMS:

RESOLUTION NO. 2334, TRANSFER FUNDS DUE TO UNFORESEEN REVENUES AND EXPENDITURES

Finance Director Dave Richmond stated during the budget year events occur that were not foreseen at the time of preparing the budget. He explained there was a need for a budget fix for a project named Emma's Place. Emma's Place is a memorial playground for a two year old little girl who passed away way too young. The memorial playground would be placed at the Milton-Freewater Community Building. The mother of Emma, Sharama Marlatt has held three fundraisers and she has received numerous grants to help raise money. One grant from Eurus is a reimbursement grant in which the City has been asked to pay \$10,000 so the equipment may be purchased in 2016. The City will be reimbursed from the grant.

A discussion ensued regarding the fundraising efforts and other funding sources.

Councilor Chesnut motioned to adopt Resolution No. 2334, Resolution to Make Appropriations Due to Unforeseen Expenditures and Revenues. Councilor Anliker seconded the motion which passed unanimously.

RESOLUTION NO. 2335, AUTHORIZE SIGNATURE TO AMENDMENT #2 TO EXTEND THE PROJECT COMPLETION DATE OF THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS WITH OREGON INFRASTRUCTURE FINANCE AUTHORITY, FINANCING CONTRACT NO. Y14003

RESOLUTION NO. 2336, AUTHORIZE SIGNATURE TO AMENDMENT #3 TO EXTEND THE PROJECT COMPLETION DATE OF THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT, FUNDING CONTRACT NO. P13008

Public Works Superintendent Dave Bradshaw explained the primary reason for amending the Wastewater Treatment Plant Improvement contracts with Oregon Infrastructure Finance Authority and the Community Development Block Grant was due to changes made during the course of construction. The extensions in construction time have resulted in the need to request an additional 90 days in order to complete the Operations and Maintenance Manuals, Record Drawings and administrative closeout process.

Manager Hall stated she felt it was important to note that there was no extension required with the Department of Environmental Quality as that deadline was met on time.

Councilor Patten motioned to Adopt Resolution No. 2335, A Resolution of the City of Milton-Freewater Authorizing Signature to Amendment Number 2 in order to extend the project completion date of the Wastewater Treatment Facility Improvements, Oregon Infrastructure Finance Authority Financing Contract, Project No. Y14003. Councilor Chesnut seconded the motion which passed unanimously.

Councilor Chesnut motioned to Adopt Resolution No. 2336, A Resolution of the City of Milton-Freewater Authorizing Signature to Amendment Number 3 in order to extend the project completion date of the Wastewater Treatment Facility Improvements, Community Development Block Grant Funding Agreement, Project No. P13008. Councilor Anliker seconded the motion which passed unanimously.

RESOLUTION NO. 2337, AMENDMENT TO THE CONSOLIDATED USER FEE SCHEDULE

City Recorder Leanne Steadman stated the consolidated user fee schedule was implemented in year 2003 by the consolidation of several individual resolutions. The fee schedule has been amended a handful of times over the last thirteen years. She gave a few examples of some proposed amendments to the fee schedule.

A discussion ensued.

Councilor Chesnut stated he was surprised to see that there was a fee for licensing a potentially dangerous dog.

City Recorder Steadman explained that fee was added to the fee schedule in 2008 along with changes to the city code animal regulations.

Wes Koklich, 2088 S. Walnut – asked if the State of Oregon had increased their fees that had been passed down to the City.

Manager Hall explained the user fee schedule were primarily in-house fees. The one exception was the State of Oregon requires the city to pay them \$60 for traffic citations issued by our officers. The \$60 is paid to the State regardless of whether or not the offender pays their fine to the city.

Councilor Anliker stated the city was not making money on the fees but merely trying to recoup some of the cost it takes to administer them. He suggested that staff look at alternate options for the business license certificates they issue.

Councilor Chesnut stated he would like to change the fee amounts for the appeal to the City Council and appeal to the City Planning Commission to \$100 each rather than the proposed \$200.00 each.

There was council consensus to make that change.

Councilor Patten motioned to adopt Resolution No. 2337, A Resolution Repealing Resolution No. 2074 and Replacing it with a Revised User Fee Schedule with the change on the Planning/Development User Fee page to the Appeal City Council and Appeal City Planning Commission to \$100.00 each. Councilor Chesnut seconded the motion which passed unanimously.

ADOPTION OF FUTURE COUNCIL GOALS

City Manager Linda Hall stated that all current council members plus Councilor-Elect Verl Pressnall participated in a City Council goals work session on November 14, 2016. They came up with a comprehensive list which included every single suggestion from the council. She said it was important to point out that the list may be modified by Council in any way, either by clarifying the existing verbiage of the goals, or removing goals, and/or potentially adding others. She stated that most all the goals involved substantial funding, and if funding is not attained, the goal would most certainly not be achievable.

Councilor Irving suggested that there be an incentive for citizens for signing up for E-bills, he suggest \$.75 to \$1.00.

Councilor Chesnut stated he felt the goals list needed to be categorized with some additional categories.

Councilor Lyon stated he would like a cost factor for the golf course point of sale software.

A discussion ensued with the added suggestion of investigating into, "The Square", a software point of sale tracking program for the golf course.

There was council consensus to continue working on the verbiage and layout of the council goals and bring the agenda item back to the next council meeting.

OPPORTUNITY FOR CITIZENS TO APPROACH THE COUNCIL WITH ISSUES NOT ON THE AGENDA

Mike Onstot, 112 SE 2nd - asked for clarification on the background checks for business license applicants.

Manager Hall stated the background investigations are done on all new business license applications, which is allowed by the original Business License Ordinance. Current business license holders will be grandfathered.

Mr. Onstot said thank you for the clarification.

MANAGER'S REPORT

Manager Hall reported she attended the first Oregon Water Resource Department (OWRD) Rule Advisory Committee. The committee is made up of representatives from the Confederated Tribes, the City of Milton-Freewater, water districts and local area farmers. The committee will be working on developing program rules for the city and the areas to the east and west. She stated that OWRD is carefully considering putting together rules regarding basaltic aquifer wells that would take effect in the spring of 2017. The aquifer static water level has been documented dropping 3 to 4 feet per year and has been for quite some time. She reported there is a potential of requiring all current basaltic wells to install flow meters that record monthly readings which would then be required to be turned into OWRD each year. She said the city has had flow meters on all the city wells and have submitted all readings to OWRD since the inception of the city water system.

Verl Pressnall announced there was an OWRD public meeting on Tuesday, December 13, 2016 from 9:00 – 12:00 p.m. at Blue Mountain Community College, Milton-Freewater campus, Room 110.

COUNCIL ANNOUNCEMENTS

Councilor Chesnut stated he would try and attend the Oregon Water Resource public meeting spoken about earlier.

There being no further business the meeting was adjourned at 7:51 p.m. to an executive session pursuant to ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection.

Council returned to open session at 8:02 p.m.

There being no further business the meeting was adjourned at 8:03 p.m.

Lewis S. Key, Mayor