
CITY OF MILTON-FREEWATER GOVERNING BODY

Verl Pressnall 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****July 10, 2017**

The Council of the City of Milton-Freewater met Monday, July 10, 2017 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 Jeff Anliker, Verl Pressnall, Ed Chesnut, Orrin Lyon, Brad Humbert and Steve Irving.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Technician Brian Steadman, Payroll Clerk Laurie Bubar, Human Resource Officer Teresa Dutcher and City Planner Gina Hartzheim.

Citizens and Guests present were: Kandy Pressnall and Mike Dutcher.

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

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council Minutes from June 12, 2017
- Executive Session Minutes from June 12, 2017, pursuant to ORS 192.660(2)(d)
- Executive Session Minutes from June 12, 2017, pursuant to ORS 192.660(2)(i)
- Accounts payables from June 6, 2017 through June 20, 2017
- Accounts payables from June 21, 2017 through July 3, 2017
- Resolution No. 2349, Authorizing Signature to Oregon Department of Transportation Grant No. 32234 for Operating funds for the City's Senior & Disable Taxi-Ticket Program and the City's Fixed-route Bus Program.

Councilor Pressnall motioned to adopt the consent calendar items. Councilor Anliker seconded the motion which passed unanimously.

PRESENTATION ITEMS:**RECOGNITION TO JULY EMPLOYEE(S) OF THE MONTH – TERESA DUTCHER,
HUMAN RESOURCE OFFICER AND LAURIE BUBAR, PAYROLL CLERK**

Councilor Verl Pressnall, on behalf of the City Council and staff, recognized Teresa Dutcher and Laurie Bubar as the employee(s) of the month. He relayed the nomination as written by City Manager Linda Hall. Teresa is our Human Resource Officer and has been with the City since 2001 where she started her career here as the secretary for the City Manager and Assistant City Manager. Laurie is our Payroll Clerk and has been with us since 2007 when she began her career with the City as a cashier. Both ladies have been promoted several times—not surprisingly. These co-employees of the month work together on extremely complicated tasks and critical duties to ensure employees are taken care of with all things related to their paychecks, benefits, and insurance coverages. They often have to “go to bat” for fellow employees to be sure our teammates are being treated fairly by big health insurance companies and retirement systems. This is no easy task and at times they seem like warriors riding out to battle to slay dragons for their

team. Lately their jobs have been particularly complicated and stressful with several concurrent recruitments and retirements loaded on top of the already busy summer employment season. They are doing an amazing job handling this extra work and stress and we want to be sure they know how much they are appreciated.

BUSINESS ITEMS:

REQUEST FROM MILTON-FREEWATER UNIFIED SCHOOL DISTRICT TO INITIATE VACATION PROCEEDINGS ON A PORTION OF CASCO STREET

City Manager Linda Hall reported that staff had received a request from the Milton-Freewater School District to initiate vacation proceedings on a portion of Casco Street. The School District has acquired the property that is located adjacent to a portion of Casco Street that dead ends. The property is planned to be the future site of their transportation facility. She explained that their request was for the council to initiate the vacation proceedings on their own motion. The other option for pursuing vacation would be to require the applicant to present a petition signed by all of the property owners within a (400) four hundred foot radius of the area proposed to be vacated. A public hearing would be required to be scheduled on the request and at that time any interested citizens would have the opportunity to provide input on the proposed vacation.

Councilor Anliker asked if NW 2nd was planned on being widened as it is very narrow.

Manager Hall stated she didn't recall that from the plans that was submitted quite some time ago.

City Planner Gina Hartzheim stated she believed the street was going to remain the same.

A discussion ensued regarding the existing sidewalk, extending the street paving to the sidewalk and the bus entrance to the facility.

A discussion ensued regarding what a developers requirements are for a new subdivision and if that had any correlation on this type of project.

Manager Hall stated she didn't feel that it was fair to add that onto the School District since the plans have already been tentatively approved, but assured the Council she would follow up on the issue with the School District.

Councilor Humbert asked how high the fences around the transportation facility were going to be.

Ms. Hartzheim stated an eight foot fence was allowed by code.

Councilor Humbert motioned to direct staff to initiate proceedings and schedule a public hearing on the proposed vacation of the dead end portion of Casco Street located north of N.W. 2nd Avenue. Councilor Irving seconded the motion which passed unanimously.

Manager Hall stated that the Streets Supervisor brought a concern of his to her that he saw on the School Districts' engineering plans. He noticed that the plans for the proposed new elementary school call for hooking up three different water services to one six inch service line. There is concern regarding this to be an adequate volume of water and provide for sufficient fire suppression. Ms. Hall stated she has brought this concern to the School District's Superintended Dr. Rob Clark. She said she was very thankful to have such a good working relationship with the School District, and they will continue to study the issue.

MANAGER'S REPORT

Manager Hall reported the application for the "COPS More" grant was submitted today. Staff will not find out until September whether or not we are successful. The grant is a three year grant that would pay 75% of an officer which is proposed to implement a School Resource Officer program.

She reported that Horizon Project who the city contracts with to do the recycling service is having some issues with picking up the weekly bins. They have a new CEO, Terri Silvis who will be coming to the September meeting to be introduced and give an update on the business. Manager Hall stated that the City will be withholding a percent of the monthly payment to them for not meeting their contractual obligation. She reported that one of the hardest things to recycle is glass. There is a place in Portland, Oregon that glass can be taken to but it's very expensive to transport since it is so heavy. The City purchased a glass crusher that Horizon will be using to help out with all the recycled glass and there was a special permit obtained to use some of the crushed glass on the city's landfill roads.

Councilor Humbert stated if Horizon Project continues to have problems with picking up the recycling then maybe the contract should be put out to bid.

Manager Hall stated that would be at Council's discretion.

Manager Hall reported that it appeared the city will be receiving a \$3,000,000 (three million) dollar grant as a result of the House transportation bill package. She stated she was waiting for the confirmation and she understood that the grant would have a finite timeline. She will be asking for the councils' input at the next meeting along with bringing forward the public works crews input for projects.

The last item she reported on was the water infrastructure extension to Locust Mobile Village and Out West Motel. She stated she received an update from Melisa Drugge, Lead Regional Development Officer for the State of Oregon who informed her that the project was still planned to go forward and that the City would have to be the applicant and the pass through agency for the funds and the State would be the project manager and take care of the labor standards monitoring for the project. The project estimates are between \$500,000 (five hundred thousand) dollars and \$750,000 (seven hundred fifty thousand) dollars. With this project and the possible \$3,000,000 (three million) dollar transportation grant, staff will have to bring forward to council a supplemental budget since these will be more than 10% (ten percent) of the amount budgeted for in those departments. This will require the reconvening of the budget committee, required advertising and being brought to council for consideration.

A discussion ensued regarding the infrastructure being installed to the north to be able to accommodate future growth farther out into the Urban Growth Boundary.

Councilor Chesnut motioned to authorize staff to be the grant applicant to fund a water infrastructure project to Locust Mobile Village and Out West Motel. Councilor Pressnall seconded the motion which passed unanimously.

COUNCIL ANNOUNCEMENTS

Councilor Pressnall asked about the street projects and the base of 12th. He stated there was a pretty good dip at the bottom.

Public Works Technician Brian Steadman stated there was a purchase order out to repair that area and Humbert Asphalt will get to it as soon as their schedule allows.

There being no further business the meeting was adjourned at 7:32 p.m.

Lewis S. Key, Mayor