
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
Jose Garcia Ward 3

**CITY OF MILTON-FREEWATER
CITY COUNCIL MINUTES****June 10, 2019**

The Council of the City of Milton-Freewater met Monday, June 10, 2019 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 Brad Humbert, Steve Irving, Jose Garcia, Verl Pressnall, Ed Chesnut and Orrin Lyon.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Finance Director Dave Richmond, Public Works Superintendent Brian Steadman, Electric Superintendent Mike Watkins, City Planner Laurel Sweeney and Conservation Specialist Pat Didion.

Citizens and Guests present were: Randy Grant, Stace Lee and Joseph Fiumara of Umatilla County Public Health Department and Budget Committee Member Lindsay Winsor.

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

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council Minutes from May 13, 2019
- Executive Session Minutes from May 13, 2019
- Accounts payables from May 8, 2019 through May 21, 2019
- Accounts payables from May 22, 2019 through June 4, 2019
- Approval of Liquor License applications for the Rocks Wine and Cider LLC and Oregon Rocks Wonderful Wine Company LLC located at 235 E. Broadway Avenue

Councilor Humbert motioned to adopt the consent calendar items. Councilor Irving seconded the motion which passed unanimously.

PRESENTATION ITEMS:

Umatilla County SPArC Coordinator Stace Lee gave a presentation on a Tobacco Retail License (TRL) Program which he explained as being a program to help reduce the number of teens and young adults smoking. The Umatilla County Public Health Department is proposing an ordinance through the Umatilla County Board of Commissioners that requires a retailer to be licensed to sell tobacco in all forms including vaping products. This would be a County Ordinance, but would place fees on our local businesses that sell tobacco products. There would then be an Intergovernmental Agreement with each city. He said all the fees would go through the County and the program would also be run by the County and there would not be any burden on the City. He stated the fee amount they are estimating would be \$1.10 per day, but the ordinance was still in draft form. He stated the funds would stay in a separate account to go towards the program and pay for the cost of expenses associated with running the program along with covering the costs associated with performing the annual inspections on each business. He listed Multnomah County and Klamath County as having enacted a TRL program.

A discussion ensued.

No action was taken.

BUSINESS ITEMS:

RESOLUTION NO. 2392, TRANSFER FUNDS DUE TO UNFORESEEN REVENUES AND EXPENDITURES

Finance Director Dave Richmond explained that during the current budget year there were events that occurred that were not foreseen at the time of preparing and adopting the budget. He then reviewed the adjustments for those departments that needed to be made in order to stay in compliance with the local budget law. He stated that all adjustments were off-set by income and were not taken out of contingencies.

Councilor Chesnut motioned to adopt Resolution No. 2392, Resolution to make appropriations due to unforeseen expenditures and revenues. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 2393, AMEND GOLF COURSE RATES

Public Works Superintendent Brian Steadman stated back in 2007 council adopted a resolution as an effort to keep the enterprise fund in the black, which allows for the automatic adjustment of golf course rates annually to a percentage up to three percent (3%). This increase was presented to and approved by the Budget Committee at their April 25, 2019 meeting. Staff recommended amending the Municipal Golf Course Rates to reflect a three percent (3%) increase effective July 1, 2019.

Councilor Pressnall motioned to adopt Resolution No. 2393, Resolution Amending the Municipal Golf Course Rates to reflect a three percent (3%) increase to rates effective July 1, 2019. Councilor Irving seconded the motion which passed with Councilor Humbert being the dissenting vote.

PUBLIC HEARING AND RESOLUTION NO. 2394, RECEIPT OF STATE REVENUE SHARING FUNDS

Mayor Key opened and summarized the rules for a public hearing held for the purpose of gaining citizen input towards the receipt and use of State Revenue Sharing funds in the amount of seventy-five thousand seven hundred dollars (\$75,700).

No member of the Council declared ex parte contact and no audience member challenged any Councilor's right to participate in the hearing.

The City Recorder reported the hearing had been published according to law and there were no written comments on file.

Mayor Key opened the floor to citizen comments. There being no citizen comments, the Mayor declared the hearing to be closed. He then opened the floor to the entire Council.

Councilor Irving asked if these funds could be used for a speed sign coming down Milton Hill.

Manager Hall stated the speed sign would come from the street fund and she was still hoping to partner with Oregon Department of Transportation on a sign since it was their highway but within city limits. The State Revenue Sharing funds would be used for fire and police protection.

Councilor Chesnut motioned to adopt Resolution No. 2394, Resolution Electing to Receive State Revenue Sharing Funds for Public Safety Purposes. Councilor Pressnall seconded the motion which passed unanimously.

PUBLIC HEARING AND RESOLUTION NO. 2395, ADOPT FISCAL YEAR 2020 BUDGET (July 1, 2019 – June 30, 2020)

Mayor Key announced the public hearing rules read earlier would remain in effect. He said the public hearing was being held for the purpose of gaining citizen input towards the proposed city budget for fiscal year 2020.

No member of the Council declared ex parte contact and no audience member challenged any Councilor's right to participate in the hearing.

The City Recorder reported the hearing had been published according to law and there were no written comments on file.

Mayor Key opened the floor to citizen comments. There being no citizen comments, the Mayor declared the hearing to be closed. He then opened the floor to the entire Council. There were no Council comments regarding the budget.

Councilor Chesnut thanked Budget Committee member Lindsay Winsor for attending the final step in the budget process.

Councilor Pressnall motioned to adopt Resolution No. 2395, Resolution Adopting the budget for the 2019-2020 fiscal year in the sum of \$36,022,418 levy taxes at the rate of \$3.7499 per \$1,000 of assessed value for operations, \$60,000 Local Option Tax for Senior Transportation, \$100,000 Local Option Tax for Parks and Recreation and make appropriations as listed on the Resolution. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 2396, AUTHORIZING SIGNATURE TO GUARANTEED MAXIMUM PRICE AMENDMENT AGREEMENT WITH McCORMACK CONSTRUCTION COMPANY

Public Works Superintendent Brian Steadman stated last October council approved the hiring of McCormack Construction Company to serve as the Construction Manager/General Contractor (CM/GC) for the construction of an elevator for ADA access to city Hall. Since then McCormack Construction Company has worked with staff on pre-construction planning, \$15,000 approved by council. Meier Architecture Engineering was hired by the City to provide supplemental architecture and engineering design services in the amount of \$25,000 which is in addition to the Guaranteed Maximum Price (GMP) in the proposed amendment. McCormack Construction Company has received subcontractor bids services as well as the elevator itself. Mr. Steadman reviewed the expenses associated with this project to date. Staff's recommendation was to authorize signature to a Guaranteed Maximum Price Amendment with McCormack Construction Company for the construction of an ADA accessible elevator for City Hall not to exceed \$704,500.

Councilor Chesnut asked what the timeline was for the project.

Mr. Steadman stated that he requested an updated timeline from McCormack Construction Company but that they were still on target to be completed by early 2020. He stated that all the subcontractor bidding was complete and it appeared that the project would be on budget if not a little under.

Manager Hall stated part of the process was that the elevator is not built until it has been ordered so that takes time. She said the completion date was still slated for February 14, 2020.

Councilor Chesnut motioned to adopt Resolution No. 2396, Resolution Authorizing Signature to a Guaranteed Maximum Price Amendment with McCormack Construction Company. Councilor Humbert seconded the motion which passed unanimously.

BID AWARD FOR THE PURCHASE OF (400) CREE LED STREETLIGHTS

Electric Superintendent Mike Watkins stated the City had completed phase one of replacing some of its High-Pressure Sodium street lamps with LED streetlights. Replacement of the existing street lights would be a savings to the City in both energy use and maintenance. The City would also benefit from a Bonneville Power Administration (BPA) Energy-Efficiency Rebate which he credited Conservation Specialist Pat Didion for. He was proposing to purchase four-hundred (400) CREE LED lights that would replace one-hundred (100) and two-hundred (200) watt lights. The LED lights would have the QDial option which would allow the ability to inventory one light for two different applications. He stated the reason for asking for approval now was to be able to take advantage of the BPA rebates and the lights would not be ordered until after July 1st as this is a budgeted item. Staff's recommendation was to award a bid to purchase four-hundred (400) CREE LED streetlights, model number RSWS A HT 2ME 5L 30K7 UL GY NQ4 for the total cost of one hundred one thousand six hundred dollars (\$101,600) after July 1, 2019.

Councilor Humbert motioned to award bid to WESCO Distributing for the purchase of four-hundred (400) CREE LED streetlights for the total cost of \$101,600 after July 1st. Councilor Irving seconded the motion which passed unanimously.

RESOLUTION NO. 2397, AUTHORIZING SIGNATURE TO AN AGREEMENT WITH BUSINESS OREGON FOR A STRATEGIC RESERVE FUND GRANT IN THE AMOUNT OF \$230,000 FOR A MARKET ASSESSMENT AND DESIGN FEASIBILITY STUDY FOR A SHARED WINE PRODUCTION AND TASTING ROOM FACILITY

City Planner Laurel Sweeney stated staff applied for and was successful in obtaining a grant in the amount of two-hundred thirty-thousand dollars (\$230,000) for a Market Assessment and Design Feasibility Study for a shared Wine Production and Tasting Room Facility. The grant is with Business Oregon and there was no match required. She said City staff and Business Oregon have been working together over the past four years developing the idea for a shared wine production facility in Milton-Freewater. A feasibility/market study is the first step in validating that a wine production facility is financially viable. Last September a private partnership was discussed and established with Willamette Valley Vineyards (WVV). WVV has indicated that if favorable outcomes are identified through a study, they will move forward in the partnership with the city to construct a shared wine production and tasting room facility that will allow multiple entrepreneurs a place to crush, produce, age, and bottle their wine.

Councilor Pressnall asked if the former Blue Mountain Growers buildings were still being considered for this project.

Ms. Sweeney replied no, that it would likely be land that WVV currently owned.

Councilor Chesnut motioned to adopt Resolution No. 2397, Resolution Authorizing Signature to a Strategic Reserve Fund Grant Agreement with the State of Oregon Acting by and through its Oregon Business Development Department in the amount of \$230,000. Councilor Lyon seconded the motion which passed unanimously.

DISCUSSION ITEM:

UPDATE/PROGRESS REPORT – ON CITY COUNCIL GOALS ADOPTED JANUARY 9, 2017

Manager Hall presented the updates on all the goals that had progress since her last report in April 2019.

COUNCIL ANNOUNCEMENTS:

Councilor Irving stated staff does a terrific job and he appreciated the electric department getting the outlets installed at Orchard Park for Farmer’s Market.

Councilor Pressnall said he had concerns with the area of NE 2nd, he said there seems to be a lot of undesirable activity happening in that area.

Manager Hall said staff was doing all they could with the situation. She said that a property owner can ask panhandlers or beggars to leave their property and if they don’t, they can be cited for trespassing.

Councilor Chesnut had concerns with the city’s automatic notification system not working and failing to notify in the case of an event.

Manager Hall said that Steven Patten, Public Works Technician and Tina Kain, Engineering Technician are working with the SCADA consultant to trouble shoot why the system is not working like it should be. She stated there was a couple of things that happened with the recent sewer back-up situation, one, the sewer lift station pump failed which should have set off an alarm and two, an alarm should have gone off when the fluid level got too high. She said she had just signed a purchase order for a manhole alarm which will be installed by the service line that has had issues. The manhole alarms are very expensive but she learned that the City of Walla Walla has four of them installed due to having similar problems.

Mayor Key announced it was his wedding anniversary, married in 1962.

EXECUTIVE SESSION:

The council adjourned to executive session at 8:02 p.m. pursuant to 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The council returned to open session at 8:15 p.m.

There being no further business the meeting was adjourned at 8:18 p.m.

Lewis S. Key, Mayor