
CITY OF MILTON-FREEWATER GOVERNING BODY

Verl Pressnall At Large, Position 1
Steve Irving At Large, Position 2
Edwin E. Chesnut (CL President) At Large, Position 3

Lewis S. Key Mayor
Vacant Ward 1
Bradley J. Humbert Ward 2
Jose Garcia Ward 3

**CITY OF MILTON-FREEWATER
CITY COUNCIL MINUTES****October 14, 2019**

The Council of the City of Milton-Freewater met Monday, October 14, 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 Ed Chesnut, Verl Pressnall, Jose Garcia, Steve Irving and Brad Humbert.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Superintendent Brian Steadman, City Planner Laurel Sweeney, Human Resource Officer Laurie Bubar and Utility Worker Nathan Lyon.

Citizens and Guests present were: Kandy Pressnall, Suni Danforth, Lorene Lyon Judd, Mildred Lyon, Karen Lyon Fink, John Lyon, Dan Judd, Larry Anderson, Wes Koklich, Patricia Maier and Sherry Meeks.

Representing the news media were Sherrie Widmer of the Valley Herald and Chloe LeValley of the Walla Walla Union Bulletin.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council Minutes from September 9, 2019
- Accounts payables from September 4, 2019 through September 16, 2019
- Accounts payables from September 17, 2019 through October 8, 2019

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

BUSINESS ITEMS:**RESOLUTION NO. 2404, RESOLUTION HONORING COUNCIL PRESIDENT ORRIN LYON**

Mayor Key read in its entirety a resolution honoring Councilor Orrin Lyon. Orrin Lyon was a city councilor for 18 years and of those years, 15 of them were as the Council President. He passed away on August 26, 2019 due to complications from a riding accident. Mayor Key presented a signed copy to Orrin Lyon's sons, Nathan and John.

Councilor Chesnut motioned to adopt Resolution No. 2404, Resolution Honoring Council President Orrin Lyon. Councilor Humbert seconded the motion which passed unanimously.

ELECTION OF COUNCIL PRESIDENT

City Manager Linda Hall named a few of the duties of a Council President as being presiding over the council meeting in the absence of the Mayor and is a signatory on banking accounts. She stated there are times that she will call on the Mayor and Council President to discuss an issue as well as the Mayor calling on the Council President to do the same.

Councilor Irving indicated he would be willing to serve as Council President as did Councilor Chesnut. Councilor Humbert is the most senior councilor of the currently seated council and he stated he was not interested in the assignment.

City Recorder Leanne Steadman stated the newly elected Council President would be serving the remaining term through December 31, 2020 since Councilor Lyon had been re-elected in January 2019 and it is a two year term.

Councilor Humbert motioned to elect Councilor Chesnut as the Council President. Councilor Pressnall seconded the motion which passed unanimously.

OPTIONS FOR FILLING CITY COUNCILOR – WARD 1 SEAT VACANCY

Manager Hall stated council's options to fill the Ward 1 vacancy were, (in no specific order) is to fill the vacancy by direct appointment to a specific individual who meets qualifications to serve, to leave the seat unfilled until its term naturally expires on December 31, 2022 and the vacancy is then filled by the regular election process or to advertise and solicit applications for the vacancy and make an appointment from among the applicants. She stated this is one of those times were staff is not making a recommendation because it's completely up to Council's discretion. She explained per the City Charter the qualifications for the candidate is that they must be a register voter residing inside the city limits, be a qualified elector under the Oregon State Constitution, and must have resided within the boundaries of the subject ward or city at large, depending upon the position, for a full six months prior to appointment or election. The last vacancy on the Council the Council chose the option to advertise the vacancy and seek applications. Applicants were then interviewed during a public meeting.

Councilor Irving stated he preferred seeking applications.

There was a consensus from the council to seek applications for the vacant Ward 1 position and to use the application labeled, "Declaration of Interest".

As for the time to keep the application period open, it was decided to leave it open close to the end of December with applications being available to be reviewed at the January 2020 meeting.

APPROVAL OF REVISED JOB DESCRIPTION FOR PUBLIC WORKS SUPERVISOR

Human Resource Officer Laurie Bubar stated with the retirement of Public Works Supervisor Bryan DeBeaumont, the job description for the position was reviewed and modifications were being recommended. The job title was changed to reflect that this position is for the Sewer/Wastewater Collections and Treatment, Solid Waste. The position will remain as part of the Supervisor and Technicians bargaining unit, but will change from exempt to non-exempt. The necessary special qualifications were adjusted to reflect the necessity of obtaining wastewater treatment class III and collection system class II certifications within one year of being appointed the position.

Councilor Chesnut motioned to approve the job description for the Public Works Supervisor – Sewer/Wastewater Collection & Treatment, Solid Waste. Councilor Irving seconded the motion which passed unanimously.

RESOLUTION NO. 2405, DECLARATION OF SURPLUS VEHICLES AND EQUIPMENT

Public Works Superintendent Brian Steadman stated the purpose of the request was to declare some vehicles and equipment surplus and to recover as much funding as the market will allow. He then read the list which included; Snap-on Eco-134 AC Recovery Machine, Jumping Jack

Wacker (which he described as a compactor), Hobart Beta Mig Welder, 1984 Chevrolet ½ T C-10 Pickup Truck, 1990 Ford Ranger Pickup Truck, 1987 AMC Aquatech Truck, 1997 Chevrolet Cavalier and 1996 Peterbilt Flat Bed and Garbage Bin.

Councilor Pressnall motioned to adopt Resolution No. 2405, A Resolution declaring property to be surplus as outlined on “Exhibit A”. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 2406, AUTHORIZING SIGNATURE TO A CONTRACT WITH TINCKNELL & TINCKNELL FOR PHASE 1 – MARKET ASSESSMENT FOR A SHARED WINE PRODUCTION FACILITY AND TASTING ROOM

City Planner Laurel Sweeney stated at the September, 2019 city council meeting the council authorized an award to Tincknell & Tincknell/Steve Martin Associates for a Market Assessment (Phase 1) and Design Feasibility (Phase 2) for a shared Wine Production Facility and Tasting Room. A grant in the amount of \$230,000 was approved by Business Oregon for a Strategic Reserve Fund (SRF) grant for this project. She stated this agreement was only for the Market Assessment – Phase 1 in the amount of \$80,000 with Tincknell & Tincknell.

Councilor Humbert stated he was looking at the agreement and asked if staff was comfortable with payments being due within 15 days after the invoice date. He also stated he would like the sentence, “The venue for any legal action taken shall be brought in the county of Sonoma, State of California.” be stricken from the agreement.

Manager Hall said staff was comfortable with the 15 days for payment of the invoice. She stated the sooner the city pays the invoice the sooner staff can request reimbursement from the state. She also agreed with Councilor Humbert in having the sentence he referred to stricken from the agreement.

Councilor Chesnut motioned to adopt Resolution No. 2406, Resolution authorizing signature to a contract with Tincknell & Tincknell for Phase 1 – Market Assessment for a shared wine production facility and tasting room with the sentence, “The venue for any legal action taken shall be brought in the county of Sonoma, State of California” being stricken from the agreement. Councilor Humbert seconded the motion which passed unanimously.

Councilor Humbert asked Manager Hall to summarize the project of the Wine Production Facility and Tasting Room again for those in attendance.

Manager Hall gave detailed background and explained the project.

RESOLUTION NO. 2407, AUTHORIZING SIGNATURES TO THE CITY BANKING ACCOUNTS

City Recorder Leanne Steadman stated the resolution with the authorized signatures for the city banking accounts needed to be updated due to the election of a new Council President.

Councilor Humbert motioned to adopt Resolution No. 2407, Resolution Authorizing Signatures to the City of Milton-Freewater Banking Accounts and that Resolution No. 2216 is hereby repealed. Councilor Pressnall 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 August 2019. There was additional discussion regarding the number of citizens who have signed up for E-Statements.

Councilor Chesnut asked how many total customers there were.

Manager Hall stated approximately 4,400 and there were 257 customers who receive E-Statements and have chosen to stop receiving paper bills.

Councilor Irving asked how those E-Statement customers receive the clean-up event tickets.

Manager Hall said she would find out.

She then reviewed the remaining goals that had updates.

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

Patricia Maier of Hermiston introduced herself and stated she was running for Umatilla County Commissioner. She gave some background on her business and experience. She was complimentary of both City Manager Hall and how the city council meeting was run.

Suni Danforth stated there was a town hall meeting scheduled for October 25, 2019 beginning at 6:30 p.m. at the Community Building sponsored by the Republican Women. The meeting will be for upcoming elections and Umatilla County Commission John Shafer will also be there to talk about the Ambulance District and their ballot measure. She also spoke about a scam she read about on Facebook that she stated she believed was going around. In short, people would get a phone call asking if they were home, then a delivery person would show up with some sort of delivery like flowers and/or alcohol and state there was a small fee they needed to collect. The delivery person would then say they couldn't take cash and could only take a "card". They would run their card and then fraudulently use it the following day(s) to purchase items. She cautioned people to be aware and she was concerned about the seniors in our community.

MANAGER'S REPORT

Manager Hall stated there is a cell tower at the top of 8th Street and Verizon is the most recent owner. Verizon has contacted the city with the offer to purchase the tower, for a \$1.00, since they no longer need it. The tower is located on private land which there is a lease agreement for. She said staff has had a structural engineer evaluate the tower and they said that if the city decided not to purchase the tower that he would be interested in it. The city does have an interest in it since there are antennas currently on the tower that the city utilizes. She stated unless council had concerns with the purchase of the tower then staff will move forward with the purchase for \$1.00 and the transfer of the lease agreement which would then be recorded with Umatilla County.

COUNCIL ANNOUNCEMENTS:

Councilor Chesnut stated that the Chamber of Commerce Board and MFDA will be having discussion to talk about the direction of the organizations with the Chamber of Commerce Executive Director resigning. He suggested having another work session to set up new goals.

Manager Hall stated the current goals were adopted in January 2017 and she believed they were five year goals.

Councilor Humbert stated there was a community member in need of a life-saving surgery and there is a fundraiser event planned. The event is scheduled for October 26, 2019 at the Pioneer

Posse Grounds. The event will begin at 5:00 – 6:00 p.m. for social hour, 6:00 – 8:00 p.m. dinner will be served (prime rib dinner) and 8:00 – 9:00 p.m. will be the live auction. There will also be a silent auction as well. The cost is \$30/person or \$50/couple.

Councilor Pressnall stated he was fortunate enough to attend the League of Oregon Cities Annual Conference. He shared information about the tours and classes he attended.

Mayor Key stated he also attended the League of Oregon Cities Annual Conference and he attended some of the same classes as Councilor Pressnall. He shared information about the Mayor's conference which was about the "Cascadia Event."

There was a suggestion to review the City's emergency plan when there is a new member on the council that will fill the Ward 1 seat.

There being no further business the meeting was adjourned at 8:13 p.m.

Lewis S. Key, Mayor