
CITY OF MILTON-FREEWATER GOVERNING BODY

Damien Reino At Large, Position 1
Steve Irving - Council President At Large, Position 2
Wes Koklich At Large, Position 3

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

**CITY OF MILTON-FREEWATER
CITY COUNCIL MINUTES****April 11, 2022**

The Council of the City of Milton-Freewater met in regular session on April 11, 2022 in the Albee Room of the City Library, 8 SW 8th Avenue at 7:00 p.m.

The following members were present: Mayor Lewis Key, Councilors Jose Garcia, Steve Irving, Brad Humbert, John Lyon, Wes Koklich and Damien Reino.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Work Superintendent Brian Steadman and Electric Superintendent Mike Watkins.

Guests and citizens present were: Cindy Timmons, Kay West, Markie McRae, Tracy Rambo, Ryan Westman, Rick Piper, Jean Ann Mitchell, John Mitchell, Jennifer Riley, Kevin Riley and Tina Kain.

Representing the news media were: Sherrie Widmer of the Valley Herald and Sheila Hagar of the Walla Walla Union Bulletin.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council minutes from March 14, 2022
- Accounts Payable March 8, 2022 – March 21, 2022
- Accounts Payable March 22, 2022 – April 4, 2022
- Liquor license request from new owners of Sam's Corner Market located at 107 E. Broadway Avenue

Councilor Irving motioned to approve all items in the Consent Calendar. Councilor Humbert seconded the motion which passed unanimously.

BUSINESS ITEMS:**CONSIDERATION OF AWARD TO MILL CREEK MECHANICAL FOR HEAT PUMPS FOR AQUATIC CENTER POOL**

City Manager Linda Hall stated at the March Council meeting a group of citizens approached the Council and requested that they reconsider their decision regarding the purchase of pool heaters. The council directed staff to bring options back to them at this meeting. She stated there weren't enough funds from the local option tax but that staff recommended using federal COVID relief funds for the purchase. Public Works Superintendent Brian Steadman contacted the bidders of the previous pool heater bid and obtained updated quotes. The heaters are now \$88,546, the last bid was approximately \$77,000. The estimated lead time is 14 to 15 weeks.

Councilor Irving thanked the citizens for bringing this forward.

Councilor Lyon motioned to award Mill Creek Mechanical the bid for the purchase of two Big Bopper Heat Pumps for the pool for a total cost of \$88,545.97 including installation. Councilor Reino seconded the motion which passed unanimously.

Councilor Irving encouraged the voters to pass the Parks and Recreation Local Option Tax measure, May 17, 2022.

RESOLUTION NO. 2486, TRANSFER FUNDS DUE TO UNFORESEEN REVENUES AND EXPENDITURES

City Manager Linda Hall stated during the current budget year events have occurred that were not foreseen at the time of the budget being prepared. One of those items on the proposed resolution is a budget transfer due to the motion to purchase the heat pumps for the pool. A budget transfer is needed to cover the required 55% down payment of \$48,750 due in this fiscal year 2022, and the balance is to be paid in FY 2023.

Councilor Lyon motioned to adopt Resolution No. 2486, Resolution to make appropriations due to unforeseen expenditures and revenues. Councilor Garcia seconded the motion which passed unanimously.

RESOLUTION NO. 2487, AUTHORIZING 2022 CHIP SEALING INTERGOVERNMENTAL AGREEMENT WITH UMATILLA COUNTY ROAD DEPARTMENT

Public Works Superintendent Brian Steadman stated House Bill 2017 (HB2017) funding agreement allows for chip sealing on City streets and staff was proposing to enter into an agreement with Umatilla County Road Department to perform the work. Labor and equipment is estimated to cost approximately \$21,000 and materials (including oil with polymer) cost approximately \$29,000. A 10% contingency was included due to the unstable market of deliverables. The City will purchase the chip rock separately through the bidding process. The total agreement amount with Umatilla County Road Department is \$55,000.

A brief discussion ensued regarding which streets would be chip sealed and the timeline.

Councilor Lyon motioned to adopt Resolution No. 2487, a Resolution Authorizing Signature to the 2022 Chip Sealing Intergovernmental Agreement with the Umatilla County Road Department to perform chip seal work in the amount not to exceed \$55,000. Councilor Humbert seconded the motion which passed unanimously.

BID AWARD – TO CARLSON SALES FOR ONE 300 KVA THREE-PHASE PAD-MOUNT TRANSFORMER FOR THE NEW POLICE STATION

Electric Superintendent Mike Watkins stated staff sought bids for one 300 kva three-phase pad-mount transformer for the new police station project. Staff received two responses back and one no-response. One bid was received from D'Ewart (WEG) for \$23,748 with a lead time of 84-86 weeks. The other bid was from Carlson Sales (Howard Industries) for \$33,218 with a lead time of 22-24 weeks. Staff proposed to award the bid to Carlson Sales due to the lead time and as to not hold the project up.

A brief discussion ensued regarding the City's electric load capacity in regards to electric cars.

Councilor Lyon motioned to authorize the purchase of one 300 kva three-phase pad mount transformer from Carlson Sales in the amount of \$33,218 as to not delay construction of the new Police Station. Councilor Reino seconded the motion which passed unanimously.

BID AWARD – TO CARLSON SALES FOR SEVEN 50 KVA SINGLE-PHASE PAD-MOUNT TRANSFORMERS

Electric Superintendent Mike Watkins stated staff sought bids for seven 50 kva single-phase pad-mount transformers for the south hill project. Staff received two responses back and one no-response. One bid was received from General Pacific (Howard Industries) for \$17,441.53/each, for a total of \$122,090.71 with a lead time of 64-66 weeks. The other bid was from Carlson Sales (Howard Industries) for \$15,959.00/each for a total of \$111,713.00 with a lead time of 60 weeks. Staff proposed to award the bid to Carlson Sales.

A brief discussion ensued regarding how the electric estimates are figured, the responsibility of the customer and the percentage of funds required to order materials and/or start a job.

Councilor Lyon motioned to authorize the purchase of seven 50 kva 13,200/7,620 620 240/120 single-phase pad-mount transformers from Carlson Sales, Howard Industries, in the amount of \$111,713. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 2488, AUTHORIZING SIGNATURE TO MEMORANDUM OF AGREEMENT WITH MILTON FREEWATER CHAMBER DOWNTOWN ALLIANCE

Manager Hall stated the City has been working with the Chamber and the Milton Freewater Downtown Alliance for some time, both in supporting and financial assistance. Recently, the two entities combined into one and as such requested financial support from the city to achieve their goals. In order to make sure both the City as well as Milton Freewater Chamber Downtown Alliance (MFCDA) has a clear understanding a Memorandum of Agreement was drafted. The Agreement has been approved by MFCDA, through their President Mark Driver.

Councilor Humbert motioned to adopt Resolution No. 2488, Resolution Authorizing City Manager's Signature to Memorandum of Agreement with Milton Freewater Chamber Downtown Alliance (MFCDA). Councilor Lyon seconded the motion which passed unanimously.

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

Jean Ann Mitchell, 1012 Davis Avenue – said thanks for warming the pool.

MANAGER'S REPORT

Manager Hall gave an update on Well #1 by the South Fire Station. She stated work has been completed on repairing the well and its put back together. The final invoices have come in, totally \$40,345.29 which will be paid from the emergency procurements funds. She gave an example of the rising cost to do business. The City's fuel bill for the month of February was just under \$10,000 and the March fuel bill was \$15,195. She stated it's very challenging right now managing the utilities with the rising costs of goods and materials.

A brief discussion ensued regarding how the City purchased fuel.

Councilor Irving thanked city staff as a customer for bringing a potential problem with his electric usage to his attention. He discovered it was due to a recent change-out of his thermostat.

The council adjourned to executive session at 7:35 p.m. pursuant to 192.660 (2) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The council returned to open session at 8:08 p.m.

Councilor Humbert made a motion directing Manager Hall to ratify the Supervisors and Technicians Bargaining Agreement as orally presented. Councilor Reino seconded the motion which passed unanimously.

There being no further business the meeting was adjourned at 8:10 p.m.

Lewis S. Key, Mayor