
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****May 8, 2023**

The Council of the City of Milton-Freewater met in regular session on May 8, 2023 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 Steve Irving, John Lyon, Wes Koklich and Damien Reino.

Councilors Brad Humbert and Jose Garcia were absent.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Superintendent Brian Steadman and Public Works Technician Steven Patten.

Guests and citizens present were: Sheila Hagar, Ryan Westman and Gail Beeson.

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

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council minutes from April 10, 2023
- Accounts Payable April 5, 2023 – April 17, 2023
- Accounts Payable April 18, 2023 – May 2, 2023
- Liquor License Application for Taqueria El Piolin, located at 14 N. Elizabeth

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

BUSINESS ITEMS:**AWARD OF CONTRACT 307 – ANDERSON PERRY & ASSOCIATES FOR DESIGN OF MIDDLE RESERVOIR AND WELL 10 PUMP HOUSE DESIGN**

Public Works Technician Steven Patten stated that staff have been working on two projects over the last couple of years; replacement of the middle reservoir and drilling a new well to replace the non-operational Well 9 which has been removed from service. Studies have been performed identifying the issues with both projects. Staff advertised and accepted Request for Qualification's (RFQ) for engineering firms to submit proposals for design services. Only one submittal was received. There were other engineering firms that requested information on the city's water system but did not submit a proposal. Upon review, staff's recommendation was to award Anderson Perry & Associates the contract as they appeared to meet all requirements for award of the contract.

Mayor Key asked how deep would the new well need to be drilled.

Mr. Patten stated it was estimated to be 1200-1400 feet deep. He said the rules require the new well to target the same aquifer.

Councilor Lyon asked what material would the new reservoir be made of.

Mr. Patten stated staff was recommending concrete.

Councilor Lyon motioned to award Anderson Perry & Associates, Inc. of Walla Walla, WA as the qualified firm to meet the needs of the City for design of a new Middle Reservoir and Well 10 Pump House, Contract 307 and direct the City Manager, or her representative, to negotiate with Anderson Perry & Associates, Inc. of Walla Walla, WA for design services of the Middle Reservoir and Well 10 Pump House design for a reasonable timeline and payment. Councilor Irving seconded the motion which passed unanimously.

SELECTION OF AND AUTHORIZATION TO PURCHASE PLAYGROUND EQUIPMENT FOR YANTIS PARK AS PART OF THE OREGON PARKS AND RECREATION GRANT

Public Works Technician Steven Patten stated the city was awarded a local government grant from Oregon Parks and Recreation Department to improve walking paths, ADA access and playground equipment at Yantis Park in December 2022. The largest component of the grant was removal and installation of new playground equipment. The project will be installing three different playground systems; toddler age, elementary age and swing set. Staff procured playground equipment quotes through state-bid pricing contracts and reviewed and selected three playground equipment options that were the best price and fit, as best as possible, to the community survey results. The city council was given the choice of three options to choose from. They chose option 3, which has more slides and a larger toddler structure. The Parks and Recreation Committee also chose the same option. Mr. Patten also stated that rubber chips would be placed around the playground structure for fall protection.

A discussion ensued regarding the types of playground options that were included in the selected option.

Councilor Lyon motioned to select Option 3 in the amount of \$118,984 for purchase of playground equipment for Yantis Park. Councilor Reino seconded the motion which passed unanimously.

RESOLUTION NO. 2513 - AUTHORIZING SIGNATURE TO INTERGOVERNMENTAL AGREEMENT WITH CITY OF HERMISTON FOR INFORMATION TECHNOLOGY SERVICES

Manager Hall stated in March of this year the InterMountain Education Service District (ESD) sent an email informing staff effective June 30, 2023, they would be discontinuing their services as the city's IT service provider and internet provider. A team was assembled to explore options for IT support needs. After exploring all options, staff recommended contracting with the City of Hermiston IT department. They have developed an entire department of experts familiar with the needs of municipalities very similar to the city. Staff have met with three members of this team who visited the city and gave a proposal of how they would meet the city's needs. They will be available both in person and via remote access to assist in all during and after-hours emergencies or needed assistance. The contract proposal was for \$120 an hour with the assumption of two full days every week. They would assist in improving the city's cybersecurity, maintain updates and patches for hardware and software, install and configure any new hardware such as services, PC printers, install and configure software programs, audit the current firewalls, monitor servers and remediate any issues and protect

customer as well as city informational data bases. The contract would begin July 1st and run through June 2026.

Councilor Lyon asked what the cost was with the current provider.

Manager Hall stated it was approximately \$50,000 per year.

Councilor Lyon asked if Manager Hall thought about assembling the city's own IT department.

Manager Hall replied that it would be very expensive to have a stand-alone IT department.

Interim Police Chief Joe Shurtz stated the City of Hermiston had around five people in the IT department and they were looking at adding two more positions.

Mr. Patten stated it would be very difficult for one person to do all the IT work due to the 24/7-hour service coverage required. Plus, different people have expertise in different areas of IT.

Manager Hall said there were several staff members that are knowledgeable about IT but that was not their core job.

A discussion ensued regarding special IT projects.

Councilor Lyon motioned to adopt Resolution No. 2513, Resolution Authorizing Signature to Intergovernmental Agreement between City of Hermiston and the City of Milton-Freewater for On-Going Information Technology Services. Councilor Irving seconded the motion which passed unanimously.

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

Gail Beeson, 718 College Street – commended public works crew for all they do along with taking care of covering up the graffiti at Yantis Park so quickly. She stated her concern over House Bill 3501 (HB3501) regarding homelessness.

Councilor Lyon stated HB3501 has failed and no longer moving forward.

Sheila Hagar, 704 College Street – gave thanks for the improvements to the curb across the street from her house and that it looked very nice. She stated her concern over the speeding of high schoolers on College Street.

A discussion ensued regarding the most frequent time of the speeding.

Ryan Westman, 202 SE 7th – announced the Kiwanis Club purchased a mobile paint sprayer to help cover up graffiti in town, with the help of a grant from Community Development Partnership (CDP).

MANAGERS REPORT

Manager Hall reported staff was successful in gaining a \$500,000 grant for a wine production facility at the old Sykes building and it should be operational by this fall. This will be a wine incubator where wineries with grapes grown in the Rocks District can bottle their wine and be able to put the “Rocks District” on their label. She reported the clean-up day on April 15th was very successful. There is \$3,000 in the fiscal year 2024 proposed budget to help pay for paint to cover up graffiti. The

reimbursement requests will go through Community Development Partnership (CDP) on a first come basis until the funds are gone. After the last police station weekly meeting, an impromptu tour was taken and there were a couple of items that were noticed that could save money and serve as better efficiency for the building. The last item she reported on was that dispatch was now fully staffed. A new dispatcher was just hired on May 3rd.

COUNCIL ANNOUNCEMENTS

Councilor Irving announced he would not be in attendance at the next council meeting. He also stated the new curbs and abatement of weeds in the alley looked good.

Councilor Koklich also confirmed that HB3501 failed. He suggested thinking about how to protect resources in the future if another bill were to be introduced. He stated besides CDP, as mentioned by Manager Hall, the Jr Show also received a grant.

There being no further business the meeting was adjourned at 7:48 p.m.

Lewis S. Key, Mayor