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**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

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**CITY OF MILTON-FREEWATER  
CITY COUNCIL MINUTES****October 9, 2023**

The Council of the City of Milton-Freewater met in regular session on October 9, 2023 in the Albee Room of the City Library, 8 SW 8<sup>th</sup> 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 and Library Director Lili Schmidt.

Guests and citizens present were: Heather Estrada, Tammy Seaquist, Ryan Westman, Tim Sanchez, Robin Sanchez, Chris Dukelow and Kay West.

Representing the news media were: Sherrie Widmer of the Valley Herald and Sheila Hagar of the East Oregonian.

**CONSENT CALENDAR ITEMS:**

The consent calendar items consisted of:

- Council minutes from September 11, 2023
- Accounts Payable September 6, 2023 – September 19, 2023
- Accounts Payable September 20, 2023 – October 4, 2023

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

**PRESENTATION ITEM:****INTRODUCTION OF UMATILLA COUNTY SPECIAL LIBRARY DISTRICT DIRECTOR  
HEATHER ESTRADA**

Director Heather Estrada shared that the District was established in 1986 by the voters of Umatilla County. She stated the purpose of the district was to provide library and information services to persons within the District. Some of the services and programs offered were listed as courier services between the libraries, Dolly Parton Imagination Library program, Libraries of Eastern Oregon (LEO) program, early literacy training, support and education to name a few. The District is supported by taxes collected in Umatilla County and then funds are dispersed to the participating cities by a formula. Ms. Estrada stated the first part of the formula was a threshold and the second part is based on population. The population is evaluated every three years and the formula is adjusted accordingly.

A brief discussion ensued.

**BUSINESS ITEMS:**

**RESOLUTION NO. 2528, AUTHORIZING SIGNATURE TO A REGIONAL INFRASTRUCTURE FUND GRANT AGREEMENT WITH BUSINESS OREGON FOR A SHARED WINE PRODUCTION FACILITY**

Manager Hall reported that city staff and Business Oregon have been working together for a number of years developing the idea for a shared wine production facility in Milton-Freewater. The city would be the pass-through agency for \$635,000 for a Regional Infrastructure Fund (RIF) grant to be used for eligible infrastructure costs associated with the construction of a new building located on the Sykes property. This project was originally going to be housed inside the old Sykes building, renting space. With the change in the scope of the project, staff had to go back to Business Oregon and explain the change. The deadline for this grant to be utilized is March 31, 2024.

A brief discussion ensued regarding their electrical needs.

Councilor Humbert motioned to adopt Resolution No. 2528, Resolution Authorizing Signature to a Regional Infrastructure Fund Grant Agreement with the State of Oregon specifically Business Oregon, in the amount of \$635,000. Councilor Irving seconded the motion which passed unanimously.

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

Tammy Seaquist stated Paul would be here but he was ill. She then thanked City Manager Linda Hall for her years of service for the city. She said that Ms. Hall took most all the awards at her graduation and knew she was going to be a good one. She suggested to council that they look for someone young with a lot of energy for the city.

Manager Hall thanked Ms. Seaquist for her nice comment.

Tim Sanchez asked what the city revenues were.

Councilor Humbert stated the city budget was posted on the city website and could be viewed anytime.

Mr. Sanchez asked about the vacant buildings that are boarded up and about covering up graffiti.

A brief discussion ensued regarding the city code in regards to graffiti.

Manager Hall stated the city partners with private citizens, CDP-Community Development Partnership, Kiwanis, etc. and have donated paint, paint sprayer, and a vehicle for the specific use of removing graffiti in town.

Mr. Sanchez asked if the city had a plan for homeless people.

Councilor Humbert shared that there were more mental health resources coming and would be located in the Sykes Building.

A discussion ensued.

Manager Hall stated that the Police Chief is working on an ordinance in accordance to a new state law that sets the time, place and manner for “camping” on public places. She said the ordinance will not address homelessness. The proposed ordinance will be on a future agenda for consideration.

Councilor Koklich said homelessness has an effect on all the communities. He suggested that Mr. Sanchez contact the State Representatives to voice his concern regarding homelessness and a change to legislation.

### **MANAGERS REPORT**

Manager Hall presented a change order request with Blue Mountain Telecommunication Services regarding the fiber optic network expansion. She stated the original project was for \$77,524.68. At the time the contractor installed the new fiber optic cable, the City was contracting with IMESD for IT and internet services. The contractor installed fiber optic cable into the high school to connect to the school district’s network. Since that work was completed, the city has switched internet providers and IT providers. This change order is for \$3,714.00 and covers the cost of the contractor to remove the fiber connection to the school district and re-splice the cable into the City’s existing fiber cable. This will allow for a network connection at the aquatic center as that cable was connected at the high school.

Councilor Humbert disclosed he was related to the owner of Blue Mountain Telecommunication Services but he has no financial interest in the company.

Councilor Lyon motioned to approve Change Order No. 1 with Blue Mountain Telecommunications Services, Inc. in the amount of \$3,714.00. Councilor Irving seconded the motion which passed unanimously.

Manager Hall presented a contract extension for FFA Architecture and Interiors in the amount of \$32,000 for the police station which would extend to December 29, 2023. She stated the police building was not going to be done this month and FFA’s services are very crucial to the project. The owner’s representative, Wenaha, will also likely have a contract extension request but that will be presented at a future meeting.

A brief discussion ensued.

Councilor Humbert motioned to approve the contract extension with FFA Architecture and Interiors on a not-to-exceed price of \$32,000 through the end of December 2023. Councilor Irving seconded the motion which passed unanimously.

The last item Manager Hall reported on was the transition of her position. She stated it will be an executive recruitment and she was suggesting to go with a recruiting agency. She said in her research of agencies she was surprised to learn that some come with a guarantee. If the first recruitment and selection did not work out, they would re-do the recruitment free of charge. She stated she would put a packet out with information on the agencies and then schedule a work session to discuss further.

Mayor Key suggested having a working lunch for the meeting.

A brief discussion ensued.

Ryan Westman asked when would citizens and staff be able to give input on the recruitment.

Manager Hall stated that if there were suggestions now, they could be sent to City Recorder Leanne Steadman and she would make sure that all the council received the same information. She stated more information would be given once a recruiting agency was chosen if that was the councils decision.

Councilor Lyon asked who Mr. Sanchez should call regarding homeless people camping out on his church doorstep.

Manager Hall suggested they contact either the police department or Community Counseling.

There being no further business the meeting was adjourned at 8:15 p.m.

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Lewis S. Key, Mayor