City of Prairie City
Council Meeting
May 13, 2026

Attendance:
Mayor Bradford
Councilor Coburn
Councilor Scott Clark
Councilor Bernard
Councilor McClung
Councilor Davis
Mike Patterson, Public Works
Brian Heuckman, Public Works
Rob Gaslin, CPA
Marvin Rynearson, Fire Chief
Shonalie Oakes, City Recorder
Visitors:
Ed Clark
Sue Malaney
Wanda Patterson
Mary Brown
Frances Preston
Loreli Clapp
Fran Bunch

Mayor Bradford called the meeting to order at 6:01 pm, roll call taken and the pledge of allegiance recited.
Agenda amended to include all monthly reports as usual. **MSP: Councilor McClung/Davis. Unanimous yes vote.**
Minutes: The minutes of April 8, 2026, were considered.
MSP: To approve the council meeting minutes of April 8, 2026, Councilor Coburn/McClung. Passed unanimously.
Public Comment: None
Ordinance No. 2026-01: AN ORDINANCE OF CITY OF PRAIRIE CITY ADOPTING PUBLIC CONTRACTING RULES AND PROCEDURES, APPROVING CERTAIN CLASS SPECIAL PROCUREMENTS, AND REPEALING AND REPLACING CITY ORDINANCE NO. 2018-01.

- Key Change:
  - Spending threshold changed from $10,000 to $5,000 without council approval (referenced on page 3, line 3)
- Discussion:
  - Members reviewed; only material change identified was the threshold
  - Definitions section (last 3 pages) noted; no issues
  - Required by law to proceed with water meter project
- Action:
  - **MSP: To approve Ordinance No. 2026-01 Councilor McClung/Bernard. Passed Unanimously. Vote: Yay: 5 Nay: 0**

Ordinance 2026-02: Camping/Time-Place-Manner Regulations

- Status: Tabled for further research

- Key Concerns/Discussion:
  - Questions about requirements to provide warming/heating or shelters; city lacks warming shelter
  - Desire to remain compliant with law while being as general as possible
  - References cited: HB 3115, HB 3124; ORS 195.500, 195.505, 195.530
  - Temperature-based provisions (below 25°F) and suspension of camping regulations discussed
  - Options discussed: designate a site vs. designate street sections for parking
  - ADA compliance and restroom access concerns if a site is designated
  - Liability concerns for city property
  - Examples from other cities (John Day time restrictions: camping only at night; enforcement observations)
- Next Steps:
  - Councilors to conduct more research; compile questions for attorney
  - Review other cities' approaches
  - No vote taken

<u>Fourth of July Planning</u>

Grand Marshal

- Nominations considered: Carla Wright, Dolores Young, Susie Combs and Sandy Murray
- Decision:
  - Priority order: 1) Carla Wright, 2) Dolores, 3) Susie

Committee and Coordination

- Committee Lead: Wanda Patterson (with additional volunteers)
- Next Meeting: Monday (flyers to be posted locally and in John Day via Larry)
- Business outreach underway; sit-down planning meeting scheduled

Music/Bands

- Confirmed:
  - Redheaded Stepchild (PC local, Les Church's band)
  - Simpletones (PC local, Katie Dunn's band)
- Potential/To Contact:
  - Rust Mouth (Bend; availability reported)
  - Traveling Jones Band (message left)
  - James Gang (Bill James at Polaris; contact to be found)
  - Museum band unavailable (booked)
  - Trepto unavailable (out of town)

Porta-Potties

- Lead to call supplier (Byron's previously donated; donation status uncertain due to changes)
- Sites available on Josh's property if needed

Fireworks

- Site feasibility measured; workable unless fire danger is high
- Risks: Heavy vegetation and fuel along river behind school
- Mitigation ideas:
  - State Forestry and USFS hand crews; State Forestry may send a 4-person hand crew if free
  - Station Type 6 vehicles at key access points (cell tower, Busby/Butler end of McKaylee, Klingman area)
  - Potential access through Pennington property for river edge
  - Vegetation management: possible student/FFA community service for cleanup from back side; seek school permission
  - Consider sprinkler systems if legal and feasible

- Property owners near concern area noted (Clingman, others along Bridge Street)
- Certification:
    - Need a certified pyrotechnician
    - Prior provider willing to supply and shoot; requires local certified assistant; certification via attending 1–2 shows (next show in Salem, Saturday)
    - Electric firing preferred; confirm provider's capability
    - Provider believed based in Idaho/Ontario area
- Actions:
    - Mayor to call provider to confirm certification and logistics
    - Contact Peningtons for access and mowing
    - Explore hand crews and local agency support (John Day/Canyon City for apparatus staging)

Games, Judges, Prizes

- Committee to plan games and parade judges; will request assistance as needed
- Parade prizes:
    - Sweepstakes, Cash determined previously: $250 for 1st place
    - Ribbons to be ordered (ribbon catalog with committee)
- Raffles/Giveaways:
    - Gun raffle idea discussed; not proceeding (not feasible for city; fire dept. typically manages such)
    - Consider silver commemorative coins as prizes (various sources mentioned: AMPEX, JM Bullion; pricing around $70–$120/oz depending on market; half-ounce options available)
- Marble and Treasure Hunt:
    - Approx. 12 artisanal marbles committed; additional makers contacted
    - Special glass pumpkin (red/white/blue) ordered as treasure item
    - Clue distribution via Facebook treasure hunt group and printed flyers placed publicly
    - Hiding on public property only
- Vendors and Activities:
    - On a Whim (Molly) booth confirmed
    - Wrestling team: face painting/henna fundraiser
    - Volleyball: possible snow cones (TBD)
    - 1188 potentially participating
    - Megan Workman girls possible hot dog booth; Contacted Brenda Cooley for beer garden-out of town
    - Parade permit: ODOT process initiated
    - Inflatables: additional insurance set up
    - Sheriff's Dept: traffic control requested
- Banner/Signage:
    - Explore large reusable city banner (concerns: wind wrap if over road)
    - Potential mounting on Texaco building; cable option across street considered (requires two-sided sign; higher cost)
    - Local vendor option (Tisha and Crockett Packard) to be explored
    - Howard (museum) offered locomotive whistle for parade integration (to coordinate)
- Communications:
    - Target to create comprehensive flyer by June 1 with schedule, prizes, and activities

ORPD (Park Grant) Update

- Engineer (HECO) rough estimate: ~$400,000 project
- Scope (as discussed):
    - Fence around entire park

    - Court striping (pickleball/badminton); volleyball standards
    - Replace playground equipment and ADA-compliant surfacing
- Match Requirement: 20% (~$80,000); in-kind eligible (e.g., Public Works labor)
- Sidewalk along fence not included (pending Small City Allotment curb work)
- Action:
    - Resolution 2026-01 (grant application authorization) passed unanimously
- Next Steps:
    - Engineer to provide detailed scope and cost for council review

Resolution No. 2026-01: Resolution No. 2026-01 is a resolution authorizing the City of Prairie City to APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGONPARKS AND RECREATION DEPARTMENT PARKS MASTER PLAN AT PRAIRIE CITY AND DELEGATING AUTHORITY TO THE CITY ADMINISTRATOR TO SIGN THE APPLICATION. **MSP: To approve Resolution No. 2026-01 Councilor McClung/Davis. Yes Vote: Unanimous.**

Council Vacancy Q&A

- Applicants: Ed Clark; Steve Patterson
- Questions included:
    - Approaches to reach quieter/less-connected residents
    - Priorities for a hypothetical $1 million donation
    - Balancing long-time community values with younger voices
- Actions:
    - Nomination: Ed Clark
    - Vote: Passed unanimously
    - Next Step: Oath of Office to be administered (effective upon swearing-in)

MSP: To appoint Ed Clark to the vacant City Council position. Counciler Coburn/Councilor Scott Clark. All members voted yes unanimously.

- Public Comment:
    - Concerns raised regarding prior recall and community sentiment
    - Acknowledgment of constitutional process and intent to move forward respectfully
    - Mayor affirmed intent to remain in office; any future elections determined by voters.

Public Works

- Seasonal operations:
    - Weed control ongoing
    - Irrigation pivots startup; both currently down (one drive motor suspected dead; electrical issues on other); repairs targeted immediately
    - Water Alley project near completion (rock work pending)
    - Park mowing weekly as feasible
- Wastewater:
    - Leak along highway repaired; DEQ reportable spill threshold is 400 gallons; multiple aging lines need replacement.
- Pivots:
    - Many pivot tires need replacement; spring deal missed; prices expected to rise (~30% projected for rubber/plastic)
    - Explore used tires/wheels via auctions; get updated pricing and quantities
- Water Plant and System Funding:
    - CIPS grant application for plant upgrades/line replacements not awarded due to unspent water meter grant funds; encouraged to reapply after completing meter project (target January)
    - Electrical components at water plant are obsolete; frequent costly failures

- Budget planning to include ~$60,000–$70,000 for electrical upgrades (winter installation needed for gravity feed)

Fire Department

- Staffing Grant:
  - Awarded; requires city support (vehicle access, payroll administration)
  - Eligible work: fuels reduction, fire prevention, apparatus maintenance (no Public Works duties)
  - Minimum age 18; employees of fire department
  - City to provide payroll administration; $750 admin fee from grant funds (within 10% admin allowance)

MSP: To authorize Fire Chief Marvin Rynearson to hire summer help for the staffing grant: Councilor Coburn/Scott Clark. Passed unanimously

- Fourth of July:
  - May provide Type 6 apparatus staging; coordinate hand crews via State Forestry/USFS if available
- FEPP/Equipment Audit:
  - Federal equipment inspection completed; compliant
  - Initiating disposal of cannibalized apparatus at city shops
  - Plan to move stainless tank from decommissioned truck to military rig; return FEPP tank; dispose of remaining chassis appropriately

City Hall/Administration

- Water Meter Project:
  - Legal review significant due diligence to avoid grant missteps (cited Lakeview's issues)
  - Attorney costs partially attributable to meter project; reimbursable under grant if compliant
- Training Proposal:
  - League of Oregon Cities to provide on-site governance and public meeting training by two attorneys (~$1,000 + travel/overnight)
  - Council consensus: Proceed to schedule; share available videos (free/paid) as supplemental
- Water Fund Performance:
  - Rate restructuring goal: +$35k–$50k annually
  - Ten months actual: +$53k; pace for +$64k EOY
  - Water fund shows ~$20k YTD surplus
- Appropriations:
  - Water Fund overage to be addressed by resolution at next meeting (advertised accordingly)
  - General Fund personnel trending within target

Accounts Payable:

- Major items: Legal (Bryant, Lovely & Jarvis), software licenses, co-op electric bill, TMG Services (chlorination equipment service)
- Council reviewed check detail

MSP: To pay the City's bills. Councilor McClung/Scott Clark. Passed unanimously

Old Business and Other Items

- Vegetation management for fireworks area: Explore school/FFA permissions and access via Peningtons
- Water plant electrical upgrade vs. 6" main to shop: Prioritize plant electrical in budget; defer shop main if necessary
- Cell Tower Leases:
  - Existing tower lease expired in 2024; continuing month-to-month/year-to-year

    - Past negotiation to sell out lease for ~$245,000 stalled (ownership transition to T-Mobile)
    - Next Steps: Re-engage carrier; explore competing offers; confirm constraints due to tower contract on subdividing/land use
- Visitor watering/landscaping:
    - Contact made with Fabian regarding downtown plant watering; to meet with Sandy; contractor to supply equipment; proposal/price to be brought to council

<u>Upcoming Meetings</u>

- Budget Committee Meeting:
    - Date: Thursday, May 21
    - Time: 6:00 PM
    - Location: Public Works Building
- June Council Meeting and Budget Adoption Hearing:
    - Date: Monday, June 22
    - Time: 6:00 PM
    - Purpose: Council meeting and final budget adoption (no budget committee)

<u>Adjournment:</u> MSP: To adjourn the meeting Councilor Bernard/Scott Clark. Unanimous

Approved by the City Council on this 22nd day of June 2026 and signed by the Mayor.

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Colby Bradford, Mayor

Attested:

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Shonalie Oakes, City Recorder