City of Prairie City
Special Meeting
September 09, 2026

Attendance:
Mayor Bradford
Councilor Coburn
Councilor Ed Clark
Councilor Bernard
Councilor McClung
Mike Patterson, Public Works
Marvin Rynearson, Fire Chief
Rob Gaslin, CPA
Shonalie Oakes, City Recorder
Ben Richardson, Museum
Visitors:
Frances Preston
Jesse & Joe, HECO Engineers
Wanda Patterson
Fran Bunch
Mary Brown

Mayor Bradford called the meeting to order at 6 pm, the pledge of allegiance was recited and the roll was called.

Agenda Amendment: MSP: Councilor Ed Clark made a motion to amend the agenda to include Resolution No. 2026-06. Councilor Coburn seconded the motion. Passed Unanimously.

Visitor Recognition:

ADA Parking on Front Street

- Concern: Lack of handicap parking after street redo; limited ADA ramps (only one noted, possibly not to spec)
- Ownership context: ODOT owns right-of-way to businesses; businesses responsible for sidewalks
- Action:
    - Mayor to discuss ADA parking/ramps with ODOT at next week's meeting
    - Determine responsibility (ODOT vs. City/businesses) and options to address

Parks and Recreation Master Plan (HECO) – Draft Review

- HECO provided updated final drafts (limited hard copies on hand)
- Key issue: Map page depicts "sports complex/running track" where the riding/roping arena should be shown
    - Decision: Amend mapping; keep the arena but scale down from prior "extravagant" concept to a basic setup

    - Names: One name correction needed; to be provided
- Process/Timeline:
    - HECO to correct the map page and any names
    - Additional copies to be distributed to council for review
    - Target: Final updates by end of month; vote next month

OPRD Grant Presentation

- Format: 20-minute slot (10 min presentation + 10 min Q&A) via Zoom
- Tentative date/time: Requested Sept 29 (9:00–4:30 window); Sept 30 also possible; earlier in the day preferred
- Participation:
    - City representation requested; group presentation preferred
    - Option to attend from City Hall conference room or individually via Zoom
    - Committee and possible student participation encouraged (coordinate with school)
    - Ability to watch earlier presentations advised for preparation
- Travel/Cost:
    - Jesse can travel to present in person with the group if cost-effective; will provide cost estimate (~$400–$500 for a few hours; to confirm)
    - Consensus: If no material advantage to in-person, prefer saving funds; likely proceed via Zoom
- Actions:
    - City to provide names/emails of all attendees to OPRD for room access
    - Invite park committee and potential student representatives. Councilor Bernard is going to request permission from school to participate with her students.
    - Jesse to share the presentation invite and logistics when received

OPRD Pathway/Trails Grant Opportunity

- Program: Opens next month for trails/pathways only (not parking)
- Eligible: Design, easements, land acquisition, construction of segments; river put-ins allowed
- Requirements:
    - Letter of commitment by Sept 30 (non-binding)
    - Application due in November
- Discussion/Decision:
    - Consensus to proceed with letter of commitment
    - Focus areas may include easements/land acquisition/design to start
- Actions:
    - Jesse to draft letter of intent to apply to the OPRD.

City Hall Entrance Cover/ADA and Building Grants (Engineering Discussion)

- Proposal: Extend cover over stairs/ramp to sidewalk edge
    - Feasible approach: Anchor beam to CMU masonry, post at sidewalk, trusses to match existing
- Constraints:

    - Existing roof: Slate shingles scarce; matching likely impossible; re-roof or mismatch likely
    - Masonry: Likely ungrouted CMU (pre-1975 typical), affects anchoring approach
    - ADA: Shallower curb ramp will impact existing foundation vents
- **Grant Opportunity:**
    - Building - City Hall/Fire Department; may qualify for retrofit/replacement grants for emergency services/public facilities
    - Could fund upgrades/expansion or replacement; specifics vary by year/program.
- Concrete Phasing:
    - If entrance cover delayed, future sonotube piers can be added adjacent to walkway
- Actions:
    - Joe/Jesse from HECO to research and send grant opportunities/requirements
    - City to consider strategy (cover vs. heated sidewalks vs. broader facility upgrades)

<u>Resolution 2026-06 – Business Oregon Funding Application</u>

- Purpose: Apply for up to $1,000,000 (no match) for infrastructure
- Selected Project: Wastewater extension improvements (lift station and sewer extension to serve the mill, potential future city industrial property, and adjacent prospective housing)
    - Project shovel-ready (plan prepared previously by engineer for prior application)
- Rationale:
    - Cogen operation requires wastewater solution; prior haul-waste operation insufficient for larger boiler; DEQ permits/plan updated
    - Zero local match; reduces taxpayer risk versus loan-funded system improvements
    - Water plant upgrades remain a need; may reapply post-meter project completion

MSP: To approve Resolution 2026-06, a resolution to authorize an application to the 2026 Regional Infrastructure Fund, for the City's Wastewater Extension Project. Councilor Ed Clark/Bernard.

- **Vote: Passed unanimously**

<u>Faiman Well Power Update</u>

- Progress: Advancing agreements to install power line; coordination with OTEC. Continued negotiations with landowner for powerline easement. Landowner continues to refuse OTEC's terms of access.
- Timeline:
    - Aim to finalize without further funding extension
    - Construction may occur before snow or in spring

    - Power to be in place before next year's need
- Next Steps: Update within a week on schedule and approvals

Public Works Report (Mike Patterson, Utility Worker)

- Water testing:
    - Monthly coliform; quarterly TTHM/HAA5 (disinfection byproducts)
- Chlorine supply:
    - Using final 2 tanks from Nampa; transition to no chlorine rentals pending pickup.
- Gray water/haul-waste plan:
    - At DEQ; final minor items pending; approval expected
- Lagoon pivots:
    - One pivot down; parts available in Vale (gearbox, drive motor, electrical cable)
    - Logistics: Coordinate pickup (may combine with upcoming travel)
- Heated sidewalks warranty:
    - Typical 10-year product-only; removal/replacement of concrete not covered; installer liability implied for failures
- Burn pile:
    - Improved compliance with cameras and closure period; one post-closure dumping incident; monitoring continues
- New hire:
    - Dustin Phipps started; shared training by senior PW staff
    - Regular performance check-ins planned (1–2x weekly)
- Reservoir painting:
    - Sides need repainting (top done recently); included in prior water plant grant scope; to remain on list

Fire Department Report (Marvin Rynearson, Fire Chief)

- Recent incidents:
    - Hay fire; mowing-started fire
    - Fireside Lodge fire (outside RFPD but on ODF-protected land; structure response by city to prevent wildland spread)
- Operations:
    - Water sourced from city hydrants; ~60,000 gallons used (~2–3 feet reservoir drawdown)
    - Mutual aid: USFS, ODF, John Day (tender and engine)
    - Conditions: High ember cast; recent rains helped containment
    - On-scene times: 16 minutes from call to dispatch to arrival on the scene
    - Remaining: Quarter tank at site; ODF pump; plan to pull Saturday
- Note: Large water draws may cause temporary cloudy water elsewhere due to line sediment

Finance Report (Rob Gaslin, CPA)

- Cash position: Just over $2,000,000 (up from last month)
- Museum:

    - Received $5,000 Grant County Chamber grant; net income ~$1,500; expenses just under $1,000
- Water Fund:
    - Income is just over $100,000; expenses ~$51,000; positive cash flow (summer usage)
- Budget-to-Actual (2 months in):
    - Revenues tracking; museum near annual budgeted revenue
    - Fire over due to grant pass-through (budgeted $30k; paid $35k)
    - Expenditures under budget across funds
- Checks/Disbursements:
    - Routine items (OTEC, lab analyses, pivot parts, advertising)
    - Utility line items are now broken out by service location in QuickBooks

Accounts Payable: Ratify payment of the City's bills. **MSP: To approve paying the City's bills. Councilor McClung/Ed Clark**

- **Vote: Passed unanimously**

<u>Adjournment</u>

MSP: To adjourn the meeting. Councilor Bernard/McClung

Meeting adjourned by unanimous vote.

Approved by the City Council on this 14th day of October 2026 and signed by the Mayor.

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Colby Bradford, Mayor

Attested:

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Shonalie Oakes, City Recorder