

City of Prairie City
CITY COUNCIL MEETING

March 9th, 2016

1.

2.

3.

4.

5.

6. Attended: Jim Hamsher, Mayor

7. Butch Goslin, Councilor

8. Viola Rose, Councilor

9. Carole Garrison, Councilor

10. Les Church, Councilor

11. Georgia Patterson, Councilor

12. Dottie Miller, Councilor

13. Taci Philbrook, City Recorder

14. Lyn McDonald, City Clerk

15. Kathy Smith, Museum Director

16. Chris Camarena, PWD Director

17. Nancy Moffitt, Clark's Disposal

18. Farrell Clark, Clark's Disposal

19. Carlos Bortell, resident

20. Luann Bortell, resident

21. Harold Preston, resident

22. Frances Preston, resident

23.

24. The Mayor opened the regular meeting at 6:00pm. Roll Call taken. All present.

25. The Pledge of Allegiance was recited.

26.

27. **Public Works Dept.:** Due to Chris Camarena having to leave for his sons sports

28. dinner, the mayor allowed him to present his reports, and requests, to the council

29. before the minutes were accepted. Chris reported, that to fix our water problem

30. we had last year so that it did not happen again, we need to (re)drill down about

31. 300 ft. and re-case Well #3. They have discovered that initially Well #3 wasn't

32. dug deep enough, and it has been skimming water off the top. When the water

33. level drops so low that it starts drawing off the side, it gives the water a sulfur

34. taste.

35. Chris reassured the council water tests are coming back fine. Marciel Well Co. is

36. encouraging us to declare this an emergency. It is likely the water will reach such

37. a low point this summer that we won't be able to draw off of the well. We will run

38. out of water next year, if we don't move forward with re-drilling Well #3. Chris

39. asked for direction from the council. Councilor Goslin asked to see the blue

40. prints on the Well. At this time, Chris did not know where the blue prints are.

41. Councilor Patterson has volunteered to assist in finding the blue prints.
42. Chris explained to the council, the city had acquired a loan from the Bank Of
43. Eastern Oregon for \$100,000 when the Well was initially drilled in 2012. The city
44. only used \$60,000 of those funds. Chris explained that Taci was finding out about
45. using the balance of the \$40,000 to apply to this project. The mayor recognized
46. Taci who furthered the explanation telling the councilors she had spoken to the
47. bank manager, Andie, who explained it was not an open line of credit the city
48. could draw on; and that we would have to apply for a new loan. Andie
49. thought we would have no problem acquiring a loan for this project as we only
50. have three payments left to pay on the loan acquired in 2012. Taci has an
51. appointment with Bob, the finance manager of Bank of Eastern Oregon,
52. Thursday (tomorrow) to apply for the loan. Chris and Taci expressed to the
53. council that this would be an "emergency" project. Marciel Well is going to go
54. drill in Eastern Oregon mid April, and we should get this done before they leave
55. so that we are better prepared for summer. A workshop on this matter was
56. suggested.

57. Chris reported to the council the results of the OTEC inspection. Chris and the
58. OTEC representative audited city lights, street lights, the shop, and the irrigation
59. pivots. Chris spoke of credits for rebates we would obtain should we upgrade to
60. LED's. Councilor Rose questioned the return time on the rebates. Chris explained
61. he wouldn't know until the first time we turn in a credit for rebates. Chris
62. reported to the council that he did get two responses back on the RFP's. He
63. circulated the two bids amongst the councilors. Chris recommended the lowest
64. bid. After a brief discussion the councilors voted to accept the bid for \$11,350.
65. **MSP: To accept Mike Voigt's bid to do the roof repairs for \$11,350.**

66. **Councilor Church / Councilor Goslin. All in favor.**

67. Chris furthered his report by reporting the County had delivered 3000 sandbags
68. to the shop for residents to use for flooding.

69. Chris circulated the three Park Host applications he has received. He told the
70. council that last year, when the Park Host left the RV park before the end of the
71. season, Peter (one of the campers) took over the park host position. Chris is
72. recommending Peter for the host at Depot Park this year. Chris asked the council
73. how they would like to proceed. The council decided they felt comfortable with
74. Chris's recommendation for Park Host. **MSP: To hire Peter to be Park Host.**

75. **Councilor Church / Councilor Goslin. All in Favor.**

76.

77. The minutes of February 10, 2016, regular Council meeting was considered for
78. approval. **MSP: To approve the minutes with corrections. Councilor**
79. **Garrison / Councilor Miller. All in favor.** It was pointed out that Councilor
80. Garrison had been omitted from the list of attendees, and lines 137 and 146 had
81. misspelled words. (see attached).

82. The Mayor recognized the first visitor Nancy Moffitt from Clark's Disposal.

83. Farrell was with Nancy. Nancy has come before the council to discuss a rate
84. increase, and discontinuing the recycling program. She stated the reason for
85. the requested amendments to the existing franchise agreement was due to Prairie
86. City closing their own landfill. The 96 gal. roll cart once a week would increase
87. from \$16.00 to \$16.50, and there is a proposed new rate of \$15.00 for a
88. cardboard container to be picked up once a week. She stated that 3% of the gross
89. receipts is the franchise fee. Nancy explained it was not cost efficient to service
90. the recycling program any longer. Nancy does not want to pass on the cost of
91. recycling (\$4 per customer) to her customers. Nancy wants to move the recycling
92. to the transfer station in John Day. Councilor Church was the first to state the
93. recycling program was of value in Prairie City. He spoke of the volumes of
94. recycling that can be found in the bins on any given day. Nancy explained the
95. only reason it was free in the past was because the program was a requirement
96. from DEQ; and now that the landfill is closed, PC is no longer required to offer
97. recycling. Les also told her he did not think the residents would like them
98. discontinuing the program. A discussion ensued about there not being any market
99. for tin and plastic. Online shopping has contributed to the 300% increase in
100. cardboard volume in our bins. Councilor Garrison asked Nancy if Clark's
101. would consider just picking up cardboard and paper. Farrell thought it
102. would be more doable if we had two white bins for paper and cardboard.
103. Clark's says a lot of the cardboard and paper ends up on the ground on the
104. weekends. Taci inquired of the cost of another bin. Farrell said they cost
105. about \$7500, and he thought there were DEQ grants for recycling bins.
106. Taci asked if the city would get a refund on the bins they are discontinuing,
107. to which Farrell answered they would buy back the bins. The mayor
108. suggested a workshop with the council. He suggested we then hold a town
109. hall meeting for the residents and Clark's to attend so that they could see
110. how important the program is to our residents. It was decided Clark's will
111. get back to Taci with the cost of a white bin, how much it would cost to
112. continue the recycling program by just servicing card board and paper, and
113. how much the refund would be on the containers being refunded. Nancy
114. and Farrell said they should have all the information to Taci before March
115. 23rd. A workshop was set for the 23rd of March to further the discussion.

116.

117. The mayor recognized Lyn McDonald acting on behalf of the planning
118. department. Lyn introduced the Public Hearing Notice in the councilor
119. packets, for a Type II Conditional Use Permit requested by Les Church.
120. Les's property is a R1 view lot. He is in negotiations with US Cellular to
121. erect a 150 ft. cell tower on his property. Lyn accompanied the notice with
122. a detailed map of the proposal. (see attached). Councilor Garrison asked
123. for a description of the tower. Les said there had been no discussion about
124. design specifics but thought it would look like any other cell tower. The

125. mayor verified Lyn was following “due process” to which she explained
126. the steps thus far, and the next step to follow.
127. While discussing the conditional use permit, Councilor Garrison asked
128. how we stood with our own agreement with American Tower. Taci had
129. checked the numbers and found there had only been a 1.02% increase
130. annually (in June). All parties involved with the initial agreement thought it
131. was to be a 3% annual increase. Taci stated she already had spoken to
132. Jeremy Green the city attorney and attorney of record for the franchise
133. agreement. He told her he would review the agreement, and get back to her
134. on Monday with his findings.

135.
136. The mayor described vegetation growing behind the Seniors' building.
137. Some of the senior citizens were trying to clear it, and the mayor has
138. offered for the public works department to assist in clearing behind their
139. building and in the ROW. After a brief discussion about helping out the
140. senior citizens, a motion was made to help them. **MSP: To have the city
141. work with the senior volunteers to help in clearing behind the senior
142. building. Councilor Miller / Councilor Church. All in favor.**

143.

144. **Museum:** Kathy referred to her report. (See attached). While discussing
145. the hiring schedule for the new museum Operations Supervisor position, it
146. was decided for the sake of time, to appoint a three person panel to
147. interview the applicants from April 6th thru the 12th of April. Then the Chair
148. or Kathy, will present the results to the council at the April 13th regular
149. council meeting. There are only two applications thus far. If more
150. applications come in to City Hall, Taci agreed to call council members to
151. come review them. Councilor Miller, Councilor Rose and Museum
152. Director Kathy Smith volunteered to be the three to serve on the interview
153. panel.

154.

155. **Public Safety:** (see attached) The mayor is questioning the overtime on the
156. 9th of February. He said he will contact Chief Gray to find out more detail
157. for that date. Chief Rynearson was absent so there was no Fire Dept report.

158.

159. **Accounts Payable: MSP: To ratify payment of the bills. Councilor
160. Garrison / Councilor Miller.** All in favor. The mayor recused himself
161. from voting as there was a bill included from his brother's auto shop for
162. painting the PW truck.

163.

164. **Resolutions:** the Mayor read the heading of **Resolution 2016-01, A**
165. **Resolution of the City of Prairie City, Grant County, Oregon, authorizing**
166. **the issuance of waste water revenue bonds for a total of not to exceed**

167. \$1,905,700 and providing for public notice. **MSP: To pass Resolution**
168. **2016-01 authorizing revenue bonds. Councilor Garrison / Councilor**
169. **Church. All in favor.**
170. The Mayor read the heading of **Resolution 2016-02**, A Resolution adopting
171. volunteer personnel rules, policies, and procedures for the city of Prairie
172. City, Oregon. **MSP: To pass Resolution 2016-02, the volunteer policy.**
173. **Councilor Church / Councilor Goslin. All in favor.**
174. Taci confirmed the agreement with the Rural Fire Dept. was the same as
175. the one signed last year. **MSP: To adopt the Rural Fire Dept. Agreement.**
176. **Councilor Garrison / Councilor Miller. All in favor.**
- 177.
178. Councilor Patterson explained the changes in the Intergovernmental
179. agreement with Grant County. Most of the financial responsibility for both
180. the park's grounds, and the building on the grounds is the County's
181. responsibility.
182. Georgia reported the agreement, as a whole, is better written now. The
183. committee also discovered \$103,000 in the county's budget that was for
184. Depot Park and the building that houses the museum. These funds were
185. unbeknownst to Prairie City. Chris Camarena said once the water heater is
186. replaced in the bath house, he will take the invoice to the county court for
187. reimbursement, or ask for them to pay it directly. Through the course of the
188. conversation it was stated that the ramp to the cattle car should have been
189. paid for by the county. When someone asked if we could be reimbursed for
190. the cost of the ramp, the answer was no. **MSP: To approve and adopt the**
191. **Intergovernmental Agreement with the county courts. Councilor Rose/**
192. **Councilor Church. All in favor.**
193. Taci began the review with the council, of the two budget committee
194. applications the councilors had in their packets. **MSP: To approve the**
195. **budget applications of Joe Phippens and Krystin McClung. Councilor**
196. **Garrison / Councilor Church. All in favor.**
- 197.
198. Taci asked to be recognized. The mayor allowed Taci to explain to the
199. Councilors that since six out of seven of the councilors had not gone on line
200. to set up an account to file their SEI forms, the links had expired. Taci
201. explained she would go in again, and assign their seats. The councilors
202. would then receive an email linking them to create an account. They have
203. 10 days to set up their accounts. Once that is done, they will receive
204. another email, after March 15th with a link to file their SEI forms. She told
205. the councilors they have until April 15th to file their SEI forms. Since
206. Councilor Goslin does not have an account, Taci said she would assist him
207. with the filing of his SEI form by using the City Hall email address. She

208. will call Butch when the invite to set up his account arrives in her email
209. box.

210.

211. **MSP: To adjourn the meeting. Mayor Hamsher / Councilor Goslin. All**
212. **in favor.**

213. **The Mayor adjourned at 7:10 pm.**

214.

215.

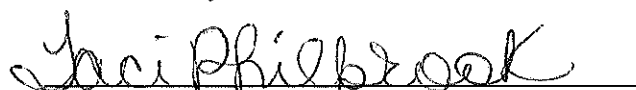
216.

217.

218. Submitted by:

219.

220.



221.

Taci Philbrook, City Recorder

222.

223.

224.

225.

226.

227.

228.

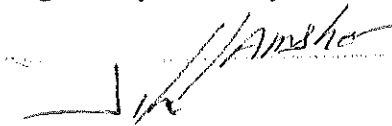
229.

230.

231.

232.

Approved by the City Council this 13th
day of April, 2016 and
signed by the Mayor:



Jim Hamsher, Mayor