

City of Prairie City
Council Meeting
August 9, 2023

1. **Attendance:**

2. Mayor Scott Officer
3. Pam Gangler, Councilor
4. Chase McClung, Councilor
5. Ed Clark, Councilor
6. Candy Reagan, Councilor
7. Museum Director Bob Shive
8. Public Works Director Chris Camarena
9. Fire Chief Marvin Rynearson
10. Rob Gaslin City CPA
11. City Clerk Jennifer Kingsford
12. City Recorder Shonalie Oakes

13. **Guests:**

14. Storie Mooser
15. Nancy Mooser
16. Ivan Nance
17. Sue Maloney
18. Garret Hitz
19. Casey Bloom
20. Tracey Mund
- 21.
22. Mayor Officer called the meeting to order at 6:00 p.m. The pledge of allegiance was recited and
23. Roll Call taken. Councilor Williams and Shaw were not present, their absences were excused.
24. Mayor Officer amended the agenda to include the Greater Prairie City Community Association.
- 25.
26. **Minutes:** The meeting minutes of July 12, 2023 were considered. **MSP: To approve the meeting**
27. **minutes of July 12, 2023 City Council Meeting with the changes on line 30 to say “offered to**
28. **speak to attorney, waiting for response. Councilor McClung/Reagan.**
- 29.

30. **Greater Prairie City Community Association:** Tracey Mund and Casey Bloom were present to
31. represent the GPCCA in offering to take over coordinating and putting on the 4th of July
32. Celebration. The City Council all agreed for the GPCCA to take over putting on the celebration
33. **Water Rate Study:** Mayor Officer had requested the City's CPA, Rob Gaslin, to conduct a
34. "Water Rate Analysis" on the City of Prairie City's current water rates, operating costs, and the
35. repairs/maintenance cost. Each Councilor received a handout of the water rate analysis to
36. review. Gaslin read it aloud, and shared details in simpler terms. Take away from the
37. presentation: The City's water system needs to sustain itself, at least breaking even to cover the
38. Water System's daily operating costs. In addition, this year's current budget for the Water
39. System's fund, projects financial loss on water operations. It is good practice to maintain surplus
40. funds for necessary future repairs and the allowance to provide for un-anticipated emergency
41. cost for repairs that may arise. Due to inflation operating costs have gone up substantially over
42. the last couple years, drastically raising the cost of supplies, materials, and parts, not just for
43. Prairie City but for citizens nationwide. For the City's Water System to be sustainable it will have
44. to keep up with inflation costs incurred. To break even on budgeted operations the City would
45. need to increase its water rates 38% increasing the monthly water rate to \$67.62
Shonalie Oakes
46. the City Recorder, added that the City has not raised its water rates since 2018. In 2018 when the
47. City initially began seeking funding for the Faiman Well Project, Biz Oregon required the City
48. allow them to conduct a water rate analysis from the City's financials in order to eligible for
49. potential funding. Biz Oregon suggested the City raise its water rates \$13.87 per EDU, which

50. would have brought the monthly water rate up to \$54.87 The City did not issue the
51. recommended rate increase, and only issued an \$8.00 increase per EDU, widening the gap from
52. where the Water Rates need to be today for the Water System to maintain feasibility. No
53. decisions were made regarding the City's water rates but all councilors present agreed that there
54. needs to be further discussions to find the right solution.
55. **Ivan Nance:** Wanted the Council to consider granting him permission for a conditional use
56. permit for his vacant lot on 6th Street, with the desire to put an RV park there. Mayor Officer
57. stated that RV Parks are not permitted in the R2 Zone. Councilor Ed Clark reminded Ivan that he
58. already has a variance for that property to place a tiny home there. He suggested Ivan get a hold
59. of the company that builds those tiny homes to code.
60. **Comp Time:** Comp time pay down for public works employees. The comp time accruals are a
61. liability to the City when it's allowed to stack up. The Council requested the City to pay 150 hours
62. of each Utility Workers comp time and to pay down 150 hours of vacation time for the Public
63. Works Director. **MSP: To approve the pay down of 150 hours of comp time for the Public Works**
64. **Utility Workers, and to pay down 150 hours of vacation to the Public Works Director.**
65. **Cell Tower:** The funds from the sale of the cell tower finally arrived. The City paid off the water
66. Loan it had at the Bank of Eastern Oregon saving the City long-term on interest.
67. **Employee Handbook:** The Council voted a year ago to approve the employee handbook with the
68. edits made by the City. It has been over a year and the City has not received the handbook back
69. from the attorney with the approved edits. The Council gave the City Recorder Shonalie Oakes
70. permission to make the edits that were previously approved by the Council to the Employee
71. Handbook. **MSP: To approve Shonalie Oakes, City Recorder, to finish editing the City of Prairie**

72. **City's Employee Handbook, to make the edits previously approved by the City Council.**
73. **Councilor Reagan/Clark. All present agree.**
74. **City Limits:** Mayor Officer thinks it is a good idea for the City to expand its city limits into the
75. urban growth boundary.
76. **Fire Report:** Marvin Rynearson, Fire Chief, updated the Council that the thermal imaging devices
77. arrived, very cool technology that detects a human or animal in a structure. Also, Eli, (staffed
78. from the wildfire grant) has been busy with weed abatement for fire prevention protocol. Eli
79. goes off to college in September and will be missed.
80. **Accounts Payable:** CPA Rob Gaslin read aloud the monthly financial overview, appropriations and
81. check detail. **MSP: To pay the bills. Councilor McClung/Gangler**
82. **PWorks Report:** Public Works Director reported they are still wrapping up the Skada system for
83. the Faiman Well Project. Chris also reported that there have been down trees that got cleaned
84. up, and that the City hired tree trimming services to trim and cut down some hazardous trees.
85. **Museum:** Museum Director Bob Shive expressed his dismay that monthly park visitors don't
86. contribute a dollar a day to the museum fund and demanded that the City give the Museum a
87. dollar a day from the monthly RV Park revenue. Mayor Officer explained that the Resolution in
88. place only allocates revenue from the nightly visitors at the Depot RV Park. That we will look into
89. seeing what the resolution will allow and consider a new Resolution for the Council's
90. consideration.
91. **Adjourn. MSP: To adjourn the meeting. Councilor McClung/Gangler**
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93. Approved by the City Council this 13th day of September 2023, and signed by the Mayor.
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96. _____

97. Scott Officer, Mayor

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100. Attested:

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Shonalie Oakes, City Recorder