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City of Prairie City Council Meeting January 10, 2024

Attendance:

- Mayor Scott Officer
- Councilor Chase McClung
- Councilor Ed Clark
- Councilor Jenny Shaw
- Councilor Candy Reagan
- Councilor Pam Gangler
- Shonalie Oakes, City Recorder
- Jennifer Kingsford, City Clerk
- Chris Camarena, Public Works Director
- Marvin Rynearson, Fire Chief
- Rob Gaslin, CPA

Visitors:

- Nancy Hitz
- Garrett Hitz
- Cassie Hitz
- Sue Maloney

Mayor Officer called the meeting to order at 6:00 pm, the pledge recited, and roll was called, Councilor Williams was not present with an excused absence. Mayor Officer amended the agenda, moving CPA, Rob Gaslin, to the beginning of the meeting (because of the snow), to discuss the **payables** and **water rate resolution**, so that Gaslin may head back to Baker City. The amendment also included adding that the City Council select a Mayor Pro-tem/Council President.

Minutes:

The minutes of December 13, 2023 council meeting were considered. Councilor Gangler noted that she was not listed in the attendance and that needed correcting. Councilor McClung made a motion to approve December 13, 2023 meeting minutes, amending the attendance to include Councilor Gangler's name listed.

39 **MSP: To approve the meeting minutes of December 13, 2023 with the amendment to the**
40 **minutes to include Councilor Gangler in the attendance. Councilor McClung/Gangler**

41

42 **Payables:**

43 CPA, Rob Gaslin, read aloud the city's financial review, appropriations review, and budget vs
44 actual. The council reviewed the check detail. The City made their final rental payment to CAT,
45 making next year's payment the \$1 dollar buyout and the City will own the equipment. The
46 City's audit is completed and just waiting on the auditing firm to review the signed documents
47 the City submitted.

48 **MSP: To pay the City's bills. Councilor McClung/Gangler**

49

50 **Water Rate Resolution:**

51 Gaslin presented statistics on water rates vs gallons from different cities around the state of
52 Oregon. The data also included what the projected revenues would be if the City implemented
53 some of those changes.

54

55 **Mayor Pro-Tem/Council President:**

56 Councilor Pam Gangler nominated Councilor Ed Clark as Mayor Pro-Tem/Council President. All
57 councilors present agreed Councilor Ed Clark should be Mayor Pro-Tem/Council President.
58 Councilor Ed Clark accepted the nomination.

59 **MSP: To elect Councilor Ed Clark as Mayor Pro-Tem/Council President. Councilor**
60 **Gangler/McClung All present voted unanimously.**

61

62 **Mayor Scott Officer excused himself from the meeting and left the room. Council**
63 **President Ed Clark presided over the remainder of the meeting.**

64

65 **Wastewater Extension Update:**

66 Engineer Joe Hitz distributed a hand out to the councilors with the updated wastewater
67 extension plan for getting the line out to the Prairie Wood Mill. The City will need to install a lift
68 station toward the center of the City's Industrial property, and a collection line. There is Title 2
69 funding that could potentially fund this project that the City is applying for. The Cogen up and
70 running would remove 240,000 tons of biomass per year, thinning the forest by utilizing fire
71 hazardous material, and creating ecofriendly green energy. An upcoming meeting with DEQ
72 that will give the City clarification for a time frame that this project has to be completed.

73

74 **These discussions ended at 7:02 pm and Council President ED Clark brought Mayor Officer**
75 **back into the room.**

76

77 **DEQ:** Bank of Eastern Oregon requires City Council approval to issue a letter of credit. DEQ
78 mandates we have a letter of credit to close the landfill.

79 **MSP: To approve the Bank of Eastern Oregon writing the City of Prairie City a letter of**
80 **credit for the closing of the landfill. Councilor McClung/Shaw**

81

82 **Fire Report:**

83 Fire Chief Marvin Rynearson encouraged the residents of Prairie City to be pro-active in
84 cleaning and sweeping out their chimneys because flu fires are prevalent this time of year.

85 Dominique Stebbins and Rebekka Camarena attended the Fire Academy, completing 60 hours of
86 fire training, including online.

87 Marvin also reported that remaining fire grant funds may be used for fire prevention next year.

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93 **PUBLIC WORKS REPORT:**

94 Chris Camarena, Public Works Director, reported that the City has been diligently working on
95 the Man Hole projects to meet the requirements put forth by DEQ. Camarena was happy to
96 confirm the project complete!

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99 Mayor Officer adjourned the Council Meeting at 7:24 p.m.

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103 Approved by the City Council this 15th day of February, 2024 and signed by the mayor.

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Scott Officer, Mayor

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112 Attested:

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Shonalie Oakes, City Recorder

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