

1 City of Prairie City
2 City Council Meeting
3 January 15, 2025
4

5 **Attendance:**

6 Mayor Ed Clark
7 Councilor Chase McClung
8 Councilor Colby Bradford
9 Councilor Clark
10 Councilor Davis
11 Councilor Whale-Murphy
12 Marvin Rynearson, Fire Chief
13 Shonalie Oakes, City Recorder
14 Rob Gaslin, CPA

15 **Visitors:**

15 John Zwycart
16 Frances Preston
17 Kahlie Clark
18 Ferrell Clark
19 Logan Bagett
20 Sue Malaney
21 Logan Bagett
22

23 Mayor Clark called the meeting to order at 6:00 pm, and the pledge of allegiance
24 was recited. Mayor Clark expressed his appreciation for the years of service that
25 the outgoing council provided to the City. If you see them on the street or around
26 town, please be sure to thank them for their service the City. Mayor Clark said
27 they would do roll call once the newly elected council members were sworn-in
28 and had taken their oath of office.

29 **Oath of Office:** City Recorder announced that the election had been certified and
30 read out loud the election results for Prairie City from the Grant County
31 November 5, 2024, General Election. Ed Clark was elected Mayor with 291 votes.
32 Amanda Whale-Murphy was elected to the City's council with 287 votes. Scott
33 Clark was elected to council with 301 votes. Danner Davis won the 3rd council seat
34 with 346 votes. Each council member took their oath of office and took a seat at
35 the council table.

36 Next roll call was taken.

37 **LOC:** Mayor Clark announced the Elected Essentials Workshop/Training for City
38 Government Officials, the training taking place in Baker City on the 31st All
39 council members to attend. If members cannot attend the in-person workshop
40 there is a virtual option available on February 5th via zoom.

41 **Minutes:** The re-scheduled meeting minutes from December 30, 2024, were
42 considered. **MSP: To approve the minutes of December 30, 2024, Councilor**
43 **McClung/Bradford. All present voted yes: Councilor Whale-Murphy, Clark,**
44 **and Davis.**

45 **Recognition of Visitors:** Mayor Clark recognized the visitors in the room.
46 Frances Preston signed up for public comment on the speaker's roster. Mayor
47 Clark gave Preston the floor. Preston asked the council to make Clark's Disposal
48 give every single Prairie City garbage customer a refund or credit to their
49 account. Preston referred to the letter that Clark's Disposal issued to the city
50 council asking for a rate increase in the form of a fuel surcharge. The letter
51 suggested that if fuel dropped below \$4 a gallon that they would drop the fuel
52 surcharge on the public's garbage rates, Preston believes that the price of diesel
53 in Prairie City dropped below \$4 a gallon beginning in July and believes that
54 Clark's Disposal owes all the Prairie City customers a reimbursement for the
55 months of July-December.

56 Next, Preston challenged the December 12th meeting, questioning if it was
57 appropriately posted or if people were properly notified that there was a
58 meeting. Preston said that she and others did not see an agenda posted at the post
59 office. Preston said that there was a critical need for the meeting because the
60 November and December had been canceled and thought the City was endanger
61 of losing \$197,000 if the CPA hadn't suggested a meeting. Preston stated the City
62 needs to operate under its old charter until a new one is approved. Preston asked
63 who may cancel the city council meeting? She said that someone told her it was
64 cancelled because the clerk was ill, and that the function of the clerk is not the
65 role of the city council, believing the council can and should meet to conduct city
66 business even in the absence of the clerk. Mayor Clark corrected Preston, saying
67 the monthly council meeting on December 12th was canceled and rescheduled for
68 the 30th. Mayor Clark addressed Preston's concerns, stating that no one can cancel
69 a city council meeting, that the council may hold a meeting without the Mayor

70 should they choose to. However, if the City recorder is out due to illness and if
71 enough council members are out for the same reason, it doesn't make sense to
72 hold a meeting without a quorum. We must follow public meeting laws, posting
73 the agenda, and providing proper public notice of the meeting. If we are unable
74 to meet the requirements, we have no choice other than to cancel, people can't
75 help it if they're sick. December's meeting was re-scheduled and posted as soon as
76 we were able to confirm attendance with the council. In the future, the newly
77 hired City Clerk will be the Deputy City Recorder. Once she is fully trained, she
78 will be able to fill in when necessary, as the City Recorder-Tempore.

79 Mayor Clark assured Preston that the City was never at risk of losing \$197,000.
80 Mayor Clark asked the City's CPA to explain the ARPA funds to everyone present
81 and to provide clarification for those that missed the December 30th meeting. Rob
82 Gaslin, CPA, stated that the City received grant funding from ARPA for \$194,000,
83 not \$197,000. All cities and counties that were recipients of ARPA grant funds
84 could choose one of the two allowable uses to expend those funds. **Option #1** The
85 entity could use the funds as Revenue Replacement for recovery from the
86 declared covid 19 pandemic. **Option #2** the entity could choose to dedicate those
87 funds to a specific project, the entity then would then be required to dedicate and
88 report those funds by December 31, 2024.

89 The City had originally dedicated half of its ARPA funds (\$97,000) as contingency
90 for the Faiman Well Project should it go over budget. However, the loan for the
91 Faiman Well Project hasn't closed yet and remained within budget. Prior to
92 December's meeting the City Recorder brought her concerns to Gaslin about the
93 potential risks of using the ARPA funds for Faiman, believing the other grant and
94 loan agreements the City has with the USDA & Business Oregon may conflict with
95 ARPA's guidelines . Gaslin, in agreement, recommended Resolution 2024-09 reflect
96 those changes.

97 Because the City had chosen option # 1, using the funds as Revenue Recovery, the
98 December 31st deadline was not applicable to the City of Prairie City, and
99 therefore there was never a risk of losing those funds.

100 Mayor Clark addressed Preston's concerns about the City not providing proper
101 notice for the December's rescheduled meeting, stating that the agenda was
102 posted four days in advance of the meeting, therefore in compliance with public
103 meetings laws. Mayor Clark said that the City has had trouble in the past with

104 people taking down its meeting notices at the post office. We will provide a time-
105 stamped photo of the agenda upon request.

106 **Zwygart John & Associates CPA's, PLLC:** Zwygart John & Associates CPA firm
107 conducted the City's annual audit. John Zwygart presented the audit of the City's
108 financials from FY 2023-2024 to the council and audience. Zwygart walked
109 everyone present through the process, stating that these financial statements are
110 presented fairly, following the standard auditing process.

111 Zwygart said the City received what he calls a clean audit.

112 Each council member had a packet of the audit conducted. Zwygart said he
113 understands that most of everyone in the room probably was not an accounting
114 expert and that he would explain the terminology and how to read it so that
115 everyone may understand what they are looking at.

116 Councilor Bradford asked Zwygart if he had any recommendations for the City.
117 Zwygart said No. That everything looks good, and feel free to call anytime and ask
118 him questions, also, extending the offer to everyone on the Council.

119 **Elect Council President:** Councilor Bradford moved to Councilor McClung as the
120 Council President/Mayor Pro-Tempore because he had been serving on the
121 Council the longest. **MSP: To elect Councilor McClung as Council
122 President/Mayor Pro-Tempore. Councilor Bradford/Councilor Davis.
123 Councilor Whale-Murphy, McClung, Clark, all yes votes.**

124 **Resolution No. 2025-01:** Mayor Clark read out loud Resolution No. 2025-01.
125 Resolution No. 2025-01 IS A RESOLUTION OF THE CITY OF PRAIRIE CITY
126 APPROVING THE SOLID WASTE COLLECTION SERVICE RATES OF CLARK'S
127 DISPOSAL, INC. AND AUTHORIZING AN INCREASE, ADOPTING THE PREVIOUS
128 FUEL SURCHARGE RATES AS THE 2025 SERVICE RATES. Mayor Clark called on the
129 City Recorder to clarify any previous confusion on the prior Resolution regarding
130 Clark's Disposal. Oakes explained that the language in the prior resolution
131 approved by the City Council, did not use the words fuel surcharge, the resolution
132 language used was "rate increase." The letter from Clark's Disposal that Preston
133 referred to during Public Comment was not part of the resolution, therefore was
134 not binding and the City has no authority to enforce her request. The franchise
135 agreement states customers attempt to resolve any conflict with Clark's Disposal
136 first. **MSP: To approve Resolution No. 2025-01 Councilor McClung/Bradford.
137 Councilors Clark, Davis, and Whale-Murphy all voted yes in favor.**

138 **Check Signers:** Councilor Bradford and Councilor Whale-Murphy agreed to be
139 check signers on behalf of the City. **MSP: To approve Councilor Bradford and**
140 **Councilor Whale-Murphy as check signers for the City of Prairie City.**
141 **Councilor McClung/Clark. Councilor Whale-Murphy, Davis, and Bradford, all**
142 **yes votes.**

143 **OPRD:** The City received a Notice to Proceed letter from OPRD. The City has
144 permission to move forward with the request for RFP for a Parks & Recreation
145 Plan Writer. Mayor Clark asked the council to do some research and find out what
146 companies are available that do that type of work, and to bring back some
147 proposals for the council to review. Councilor Scott Clark and Bradford said they
148 were willing to do so.

149 **Accounts Payable:** CPA Rob Gaslin read out loud the City's Financial Overview,
150 the Appropriations Review, Balance Sheet, Profit and Loss. Gaslin explained to the
151 new council the process, and how to interpret the financials provided to them.
152 The council reviewed the check detail. **MSP: To pay the City's bills Councilor**
153 **McClung/Councilor Clark. Councilor Bradford, Councilor Whale-Murphy,**
154 **Councilor Davis, all voted yay.**

155 **Public Works Report:** Public Works Director Chris Camarena announced that the
156 City was awarded the Small Cities Allotment Grant for \$250,000. Some of the
157 repairs will include the sidewalk extension in front of City Hall, ADA compliant,
158 crosswalks, chip sealing, etc.

159 Next Camarena said that the City's engineer sent the EDA the updated maps that
160 they wanted, Camarena was hopeful they would approve them soon so that we
161 can put the water meters out to bid.

162 The TDML is finished, approved and a success.

163 The New Year's Fireworks were enjoyed by all.

164 **Fire Report:** Fire Chief Marvin Rynearson said the radio repeater hasn't been
165 working correctly. The repeaters were pulled, and we are planning to put a new
166 one up where the radio will reach better and improve emergency
167 communications.

168 **Adjourn:** Councilor McClung moved to adjourn the meeting; Councilor Bradford
169 seconded the motion. **MSP: To adjourn the meeting @7:51 pm. Councilor**
170 **McClung/Bradford. Councilor Clark, Whale-Murphy, and Davis all voted yes.**

171

172

173 Approved by the City Council this 12th day of February 2025 and signed by the
174 Mayor.

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178 Ed Clark, Mayor

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180 Attested:

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183 Shonalie Oakes, City Recorder

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