

1 City of Prairie City
2 Council Meeting
3 September 10, 2025

4
5 **Attendance:**

6 Mayor Clark
7 Councilor McClung
8 Councilor Bradford
9 Councilor Davis
10 Councilor Scott Clark
11 Shonalie Oakes, City Recorder
12 Mike Patterson, Public Works
13 Marvin Rynearson, Fire Chief
14 Rob Gaslin, CPA

15 **Visitors:**

16 Wanda Patterson
17 Emily Bernard
18 Colin Kolb
19 Pam Woodworth
20 Ford Tannock

21
22 Mayor Clark called the council meeting to order at 6:04 p.m. The
23 pledge of allegiance was recited, and the roll was called.

24 **Announcements & Remembrance**

25 Passing of Georgia Patterson:

26 Mayor Clark asked for a moment of silence to be observed for
27 Council Member Georgia Patterson, who passed away two weeks
28 prior.

29 Celebration of Life scheduled for Friday at 3 PM at the Public
30 Works Building.

31 **August 13, 2025 Minutes:**

32 Discussion regarding a Napa bill, approval to pay the chlorine
33 tank rentals until the City established an account with another
34 vendor to purchase the tanks outright.

35 **MSP: Councilor McClung moved to approve August 13, 2025,**
36 **minutes; seconded by Councilor Bradford. Motion passed**
37 **unanimously.**

38 **Visitor Recognition:**

39 No visitors on the speaker roster.

40 **City Council Vacancies:**

41 Current Vacancies: Two positions to fill (due to Amanda's
42 resignation and Georgia Patterson's passing).

43 Applicant Pool:

44 Existing applicant from previous round is still interested.
45 Council has legal authority (ORS 221.904) to appoint from

46 applicant pool.
47 New applications for Amanda's position open until October 7.
48 Decision: Consensus to appoint previous runner-up for
49 Patterson's vacancy.
50 **MSP: Motion by Councilor Bradford, seconded by Councilor Clark;**
51 **passed unanimously.**
52 *Next steps:* Swearing-in and paperwork for new council member.
53 **Special Election Declaration:**
54 Declaration read by Shonalie Oakes (City Recorder) per ORS
55 249.865-249.877.
56 Sufficient signatures received for recall petition submitted to
57 recall Mayor Ed Clark.
58 Recall election scheduled for October 7, 2025.
59 Statement of Reasons for Recall:
60 Alleged dishonesty, lack of transparency, favoritism, non-
61 adherence to public meeting laws, lack of accountability,
62 charter violations.
63 Mayor's Statement of Justification:
64 Rejects claims as opinion, not fact.
65 Asserts transparency, proper staff discipline, adherence to
66 posted hours, compliance with meeting laws, accountability, and
67 legal compliance.
68 *Authentication:* Declaration made official per city and state
69 requirements.
70 **Cell Tower Offer:**
71 Negotiations & Offer:
72 Initial offer from US Cellular: \$210,000.
73 After renegotiation: \$245,000 offered for single-carrier cell
74 tower.
75 Alternative buyer uninterested due to single carrier.
76 Financial Impact:
77 Current annual income: ~\$36,000.
78 Sale would help city's budget, provide emergency funds, and earn
79 interest.
80 Decision:
81 Council consensus to accept the \$245,000 sale.
82 **MSP: Motion by Councilor McClung, seconded by Councilor**
83 **Bradford; passed unanimously.**
84 *Action:* Mayor Clark to proceed with sale.
85 **Small City Allotment Grant:**
86 ADA Compliance:
87 Discussion of adding front entrance improvements as an option in
88 grant contract for ADA compliance.
89 Issues: Rotted railings, non-compliance, lawsuit risk.
90 *Consensus:*
91 Move forward with pricing; vote to occur once costs are known.
92

93 **Water Resolution:**

94 Background

95 Ongoing complaints and need for relief on water billing,
96 specifically the base gallons and overage rates for various user
97 categories (residential, commercial, non-taxpayer entities).

98 Key Points & Data Presented

99 Historical and current rates for base gallons and overages
100 reviewed in detail by Shonalie Oakes.

101 Proposed scenarios for base gallon amounts (4,500 vs. 7,500
102 gallons) and overage rates.

103 Significant impact on commercial and non-taxpayer entities
104 (schools, care center, federal buildings).

105 Discussion

106 **General consensus to amend water Resolution to:**

107 * Increase base rate across all categories to 7,500 gallons.

108 * Leave *Tax-Payer Residential overage rates* unchanged.

109 * Non-Taxpayer *Residential* overage rates to match Taxpayer
110 Residential overage rates.

111 * Set *Tax-Payer Commercial* and *Non-Taxpayer Commercial* overage
112 rates to be the same.

113 * Adjust availability charge to \$10 per tax lot (down from \$35).
114 (*Noted that doubling base rates for certain entities is*
115 *standard, but overage rates may be too steep.*)

116 **Decisions & Action Items**

117 Amendments to be drafted and brought back for vote in October.

118 Past two months billed at previous rates will stand; changes
119 will apply going forward if and once amendments pass in October.

120 **Alleyway Property Issue**

121 Background

122 Dispute regarding access and usage of city-owned alleyway
123 involving four adjoining properties, a dilapidated cherry tree,
124 and a parked semi-truck.

125 Some residents have been using the alleyway for decades, leading
126 to confusion over ownership and rights.

127 Discussion

128 Options considered:

129 Abandon alleyway and divide property among landowners.

130 Require removal of obstructions and restore alley access.

131 Seek legal counsel regarding property rights and precedent.

132 Concerns raised about setting precedent, legal exposure, and
133 fairness to both long-term users and rightful city ownership.

134 *Decisions & Action Items*

135 City to seek legal advice from city attorney regarding:

136 Rights to reclaim alleyway after decades of non-enforcement.

137 Council to await legal guidance before further action. Will
138 provide update at October's meeting.

139

140 **Council Meeting Scheduling**

141 Some council members will be absent due to hunting schedules for
142 October's monthly meeting. Due to not having a quorum, proposal
143 to move October's council meeting to October 22nd (fourth
144 Wednesday). All present agreed.

145 **Second Council Vacancy & Application Deadline**

146 Current deadline for council vacancy applications was October
147 7th. Proposal to extend deadline to the day before the re-
148 scheduled council meeting for the 22nd, to allow a larger
149 applicant pool.

150 **Decision:** Consensus to extend deadline as suggested.

151 **Public Works Report**

152 Chlorine booster pump failure and generator room backup;
153 replacements underway.

154 Four or five small water leaks fixed since last meeting.

155 New hire: Stephen Harwood, completed first on-call weekend.

156 Working with Joe Hitz on TMDL report.

157 Grant management: Someone identified to help manage the grant,
158 awaiting proposal.

159 Old Business

160 Water meter project likely delayed due to timing and approaching
161 winter.

162 Selling public works and recycled buildings:

163 Public meetings required.

164 Still on the agenda but delayed due to other priorities.

165 Need for additional storage if buildings are sold.

166 Solutions for storage discussed (containers, wall tent, etc.).

167 **Accounts Payable & Financial Report** (Rob Gaslin, CPA)

168 City cash: \$1.76 million

169 Most funds in LGIP, earning ~4.6%.

170 Law enforcement budget: No agreement or payments made yet.

171 LGIP earnings: \$13,061 for two months.

172 Annual insurance payment: \$52,000 made.

173 Museum income: \$5,780 for first two months.

174 Water revenues up ~\$3,000 year-over-year for first two months;
175 tracking progress toward \$30-50k target.

176 Caution against month-to-month comparisons; longer-term trends
177 more meaningful.

178 Appropriations review: Insurance payment front-loaded, water
179 fund materials/services hit harder.

180 *Action:* Keep close watch on water fund expenditures; budget
181 amendments possible.

182 Check Approval & Policy Discussion

183 Addition of previously unapproved check to Napa.

184 Refund issued for prepayment on water hookup (never completed),
185 ~\$4,297.

186 No existing policy for refunds in such cases; discussion about

187 implementing controls (time limits, tracking).
188 Suggestion: 3-year window for action before forfeiture.
189 Discussion: Payment upfront is standard, but need for better
190 tracking and policy.
191 Motion to Approve Bills
192 Motion and second to pay bills, including previously omitted
193 Napa check.
194 Motion passed unanimously. **MSP: To pay the City's bills and the**
195 **disputed NAPA bill, Councilor McClung/Bradford.**
196 **Fire Report (Fire Chief, Marvin Rynearson)**
197 Ongoing lightning storms, but adequate moisture.
198 ADA parking concern: Fire Chief requests reconsideration of
199 location due to operational access needs.
200 Suggestion to move ADA spot to alternate location.
201 Water meter could be relocated inside building if needed.
202 Bridge fire update: 40% contained, recent rains helping.
203 Request for computer replacement: Current system outdated
204 (Windows 7).
205 Council confirms multiple computer upgrades are in process,
206 including Fire Chief's.
207 Extra computer available for Fire Department training.
208 Meeting Adjourned at 7:47 P.M.
209 **MSP: To adjourn the council meeting, Councilor Bradford/Clark.**
210 **All in favor.**
211
212 Approved by the City Council on this 22nd day of October 2025 and
213 signed by the Mayor.
214
215
216 _____
217 Ed Clark, Mayor
218
219
220 Attested:
221
222
223 _____
224 Shonalie Oakes, City Recorder
225
226
227