**Regular Council Meeting**

**February 3, 2021**

 The regular meeting of the Arlington City Council was held on February 3, 2021 in the Council Chambers of the Municipal Building and via telephone conference. Present were Councilors: Leslie Walborn, Denise Ball, Robert Christensen, Marshall Swope, Kelly Margheim, Matthew Irby, Mayor Jeffery Bufton, Public Works Superintendent Bill Rosenbalm, Assistant Recorder Taylor Grubaugh and Attorney Ruben Cleaveland . Guests include: Brad Baird, Brian Foster, Pat Shannon, Leah Shannon, Mary Mitchell, Colleen Cunningham, Brandon Hammond, Melody Tucker, Vanessa Oana, Rod McGuire, Steve Allen, Riley Bennet, Bobby Gentry, Burt Jenkins, Julius Courtney, Tony Price, Jeff Dane, Mike Margheim, and Rita Miciak. Mayor Bufton called the meeting to order at 6:30pm.

**Pledge of Allegiance Recited**

**PUBLIC COMMENT:**

Leah Shannon was present and asked the Council to consider forming a committee for a Down Town Revitalization Project and suggested bringing together the City Council, Arlington Chamber, Port of Arlington, Gilliam County Court and Pioneer Community Development to help form the committee. Leah spoke about Condon’s success with their Main Street Revitalization and discussed the different challenges for the Arlington’s project. Leah volunteered her time for this project and encouraged the start of the committee with hopes of making the down town area more welcoming to travelers.

Mary Mitchell was present for the Arlington Public Library and presented the 2022 Budget with the request form for the Inner Governmental Agreement and went over how she filled out the form. Mary also informed the Council she received funding from the City but has yet received funding from the County and was unsure of the procedure of request. Mayor Bufton assured Mary the City will find out more information on the procedure.

Brandon Hammond was present for the Arlington Public Schools; introducing the Student Body Officer Vanessa Oana and informed the Council a Student Body Representative will be present for future Council Meetings to answer questions regarding the schools.

Rod McGuire was present and introduced Steve Allen from the Times- Journal.

Jim Wright was present and stated his absence from January’s Council Meeting was due to being sick; he was here to discuss the sidewalk project. Jim stated he felt there was a lack of oversight from Anderson Perry & Associates and Brad Baird along with substandard work. Jim discussed his issues regarding the Grant, overage on the budget and quality of work. Jim stated he spoke to a Councilor about who the owner representative is and didn’t feel that was being handled well by the engineer. Jim continued, stating he was asked by the Mayor through the help in the office to write a letter; expressing his feelings towards the request. Mayor Bufton stopped Jim and went over the corrections made to the sidewalk project per Jim’s request, along with issues with culpability discussed in previous meetings. Mayor Bufton stated the Council cannot keep rehashing out these issues just because someone is upset. Jim stated he would have discussed this matter at an earlier date but he was sick and claims Brad Baird went crazy on him. Mayor Bufton stopped Jim once more, and stated this is not a forum for finger pointing and explained Jim’s five minutes for public comment were over. Jim stated the Council should know that Brad approached him on his own and picked a verbal fight which quickly escalated. Jim continued, stating Tim Wetherell stepped in-between himself and Brad and claims he didn’t act on the confrontation because he didn’t want to beat up Tim. Jim exclaimed he thought Mayor Bufton should resign and expressed his feelings towards the request to write a letter. Attorney Cleaveland stated he was the one who requested the letter and stands by his decision; proceeding to explain the procedure. Attorney Cleaveland was stopped by Jim stating he didn’t have to listen to him and didn’t know who he was. Councilor Ball stated that Attorney Cleaveland was the City’s Attorney, and reminded Jim that this was a public meeting and there are rules and procedures that need to be respected. Attorney Cleaveland continued to explain that if there is a complaint for the Council to consider, the Council and Brad Baird should know what the complaint precisely is before discussing the issue, and stated there needs to be respect for the procedure so things are done properly. Jim stated there wasn’t respect the night Brad got in his face and Cleaveland reiterated the respect he was speaking of is for the procedure.

**COMMUNITY CHAMBER OF COMMERCE UPDATE:** Riley Bennet was present and introduced himself to the Council, stating he was elected Chamber President along with Bobby Gentry elected as Chamber Vice President following Marta Mikkalo’s resignation. Riley went over discussions in the recent Chamber meeting regarding dissolving the Community Chambers or merging with the Tri County Chambers, and ultimately decided to remain the Arlington Community Chambers. Riley asked that a Council member volunteers to attend future Chamber meetings. Riley went over ideas for the Chamber and plans to expand into working with Condon with mutual assistance. Councilor Irby volunteered to attend the upcoming Chamber meeting on February 23rd in the Council Chambers. Bobby Gentry asked that a Councilor be assigned to attend the meetings and would like the Councilors contact information to inform the Council of upcoming meetings and events with hopes of improving the communication between both entities. Bobby stated the Arlington Community Chamber is in full support of K’lynn Lane, and will be joining Condon’s Chamber as a business deal.

**BRIAN FOSTER- PLANT OPERATIONS- RETIREMENT OPTIONS:** Brian Foster was present and informed the Council of his future retirement and the need of an Op. 2 for the Sewer Treatment Plant. Brian stated the City must have an Op. 2 on staff or under contract to operate the plant and offered his assistance to the council in searching for a replacement who meets the requirements. Mayor Bufton went over a few of the options for the Council to discuss in order to fill the position; asking Brian to review and update his job description for Superintendent Rosenbalm to use as a formal description for the position. Attorney Cleaveland asks that a letter be given to the City Recorder stating that he intends to retire with the projected date. Brain also discussed his pension and asks that he be allowed use an alternative provider. Councilor Walborn asked Brian to find a plan and the Council will make a decision based on his recommendation.

**BRAD BAIRD ANDERSON PERRY & ASSOCIATES:** Brad Baird was present and passed out packets related to the pavement bond, Cottonwood delineator, contract paperwork, ODOT’s payment paperwork, crosswalks, and the airport well review. Brad stated the pavement bond was provided by Crestline Construction, LLC and approved by Attorney Cleveland. Brad reminded the Council the bond consists of a hundred thousand dollars for three years for all pavement. Brad also went over the striping and delineator work to be done and its planned completion. Brad stated if the City is comfortable with the completed work, he would like to get the Final Paperwork signed and given to ODOT for reimbursement. Brad also discussed placement of new crosswalks, existing crosswalks, and proceeding with an alternative route than previously discussed due to cost for of the thermal plastic coating. Brad stated the same contractors completing the delineator work is in contact with Superintended Rosenbalm to do some striping in the downtown parking lots and will do some additional crosswalk painting in April; expecting the extra costs to be covered by the ODOT grant. Brad continued to discuss the placement of crosswalks in various locations around town and asked the Council to consider adding crosswalks to the project. Mayor Bufton asked to see quotes for paint options to maximize longevity, and for Brad to follow up with Superintendent Rosenbalm. Brad is expecting the costs to be quoted as a single crosswalk and the City can decide how many they would like done. Brad then went over the airport well and its initial purpose; explaining the previous permits overlapped, he resubmitted an application to OWRD for permits and potentiality obtains the water rights. Brad informed the Council of the requirements from the state to upgrade the well to current standards in order to obtain permits. Brad went over the original permit along with a diagram explaining the structure of the airport well. Brad suggests having a discussing with OWRD to get an idea of what it will take to fix the well and a cost estimate to include in the Water Master Plain in a documented format. Councilor Ball asked if putting the airport well in the Water Master Plan will make the project more appealing to OWRD in order to give the City a longer period to weigh the options; Brad explained doing so will show the improvements the City would like to do, and it is documented to prevent push from funding agencies.

**PAINTED HILLS:** Unable to attend, Mayor Bufton spoke on behalf of Painted Hills and their intentions to build a processing plant in the area. Painted Hills has yet to decide on a location but plans to start with the employment of 10-12 people with family living wages.

**LIONS CLUB BUILDING REQUEST:** Bobby Gentry was present and informed the Council of the Lions Club receiving a grant from the County to put up a pole building consisting of an ADA bathroom, meeting room, trap club room, and a surveillance room for the Gilliam County Sheriff’s Office; which will be located at the Shooting Range. Bobby informed the Council of a Planning Commission Hearing that is scheduled for the following Monday, but asked for the Councils permission to proceed. Mayor Bufton asked about maintenance for the bathroom due to it being accessible at all times. Bobby assured the buildings surveillance and stated the Lions Club will take care of maintenance. Councilor Ball expressed a liability concern for the building being on City property and asked about the Lions insurance. Bobby stated the Lions Club is a nonprofit and their insurance covers the shooting range, claiming the insurance and liability risk for the City is minimal. Councilor Ball stated we need to memorialize what the agreement is. Mayor Bufton reiterated what Councilor Ball stated, stating their needs a formal document between the Lions Club and the City as the property owners and building structure and who will maintain the building. Attorney Cleaveland explained having a lease or a licensing agreement would be ideal for acknowledging the obligations and return of the building when the use is no longer needed. Councilor Ball stated she had received a call from Dan Meader asking if the Lions Club had an agreement with the City for the new building and Councilor Ball responded no. Bobby claims the Lions do have an agreement with the City for the Trap Range and Councilor Ball reiterated the purpose for the Planning Hearing is to have an agreement for the building, not the trap range. Attorney Cleaveland stated he would like to know the agreement in place to see if they are still valid and possibly undo some agreements, and then proceed with obtaining a lease or license agreement with terms of agreement. Bobby explains that previous agreements were settled with a motion and verbal agreement. Assistant Recorder Grubaugh explained that the City would prefer a list of conditions verses a written agreement to avoid complicating the insurance due to current complications with insuring a gun range. Grubaugh continued, stating the City Planner Kirk Fatland proposed a list of conditions be made which will be brought to the Planning Commission Hearing to be included in the Facts and Findings. Attorney Cleaveland stated he doesn’t have any issues with having conditions in place but would prefer having some sort of written agreement as well; encouraging memorializing that the City is allowing the Lions Club to use the property so there is no question as to what is going on. Mayor Bufton stated the Council needs to decide the conditions for the Planning Hearing; the conditions are: paying for water and sewer tap hookups, continuing to pay for power, building maintenance and the utility bill along with proof of insurance for the new structure. Attorney Cleaveland stated he will speak with Kirk Fatland and put together a document. Bobby stated he will be available to answer any questions regarding the Lions building. Councilor Ball motioned that the City of Arlington approves a property license agreement or lease with the Arlington Lions Club with the purpose of building a new structure on the Arlington Airport property owned by the City with the conditions listed; paying for water and sewer tap hookups, continuing to pay for power, building maintenance and the utility bill. Motion passed unanimously after the second by Councilor Walborn.

**CONSENT AGENDA:** The consent agenda consisted of the following items: **a**. Approval of minutes-January 6, 2021. b. Approval of bills as listed. Councilor Walborn motioned to approve the consent agenda for the approval of the minutes and the bills. Motion passed unanimously after the second by Councilor Ball.

**COUNCIL ACTIONS APPROVE OR DENY:**

**Oregon Public Works Emergency Response Cooperative Agreement:** After some discussion Councilor Christensen motioned to continue the agreement with the State of Oregon’s Oregon Public Works Emergency Response. Motion passed unanimously after a second by Councilor Swope.

**COUNCILORS REPORT**:

* Councilor Irby had no report to give.
* Councilor Margheim had no report to give regarding garbage but reported for the Health Department with updates on the Covid Vaccine and the installation on an AED at the Port building. Councilor Margheim also reports the City of Condon has an extra ZOOM machine and expressed interest for City usage. Councilor Margheim went over the Ports plans to remodel including the bathroom project. Councilor Margheim reported she is interested in starting a Facebook page as an informational bulletin board for the City, Port and Chamber.
* Councilor Christensen reported; the Inner Governmental Agreement from the fire services will be discussed at next meeting. Councilor Christensen asked if there were any updates on the Sewer Ordinance. Attorney Cleaveland reported he had spoken with City Recorder Pam Rosenbalm; who said Superintendent Bill Rosenbalm is working on this topic.
* Councilor Swope had no report to give but asked Attorney Cleaveland about more information on creating an Ordinance for a Second Amendment Sanctuary. Attorney Cleaveland recommended keeping the current Resolution as is, instead of adopting an Ordinance due to state statute. The option of adding to the Resolution is possible to further express a firm stance with the Second Amendment. Mayor Bufton suggested reviewing the current Resolution.
* Councilor Ball had no report to give.
* Councilor Walborn reported on the increase of golfers at the course due to the weather and Superintendent Rosenbalm is currently looking at prices for new golf carts. As for the park bathroom, Councilor Walborn reported two contractors will be bidding for the job.
* Attorney Cleaveland had no report to give.
* Assistant Recorder Grubaugh reported the Happy Canyon has been sold to Grant and Tiffany Wilkins; OLCC and a business license have been signed.

 In other business,

Regular meeting adjourned at 8:15 p.m.

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 Jeffrey Bufton, Mayor Taylor Grubaugh, Assistant Recorder