

**Regular Council Meeting Minutes
Wednesday November 6, 2024**

DRAFT

The regular meeting of the Arlington City Council was held on Wednesday October 9, 2024, in the Council Chambers of the Municipal Building and via telephone conference.

Presiding: Mayor Jeffery Bufton.

Council Present: Denise Ball, Councilor Matt Irby, Councilor Kayla Rayburn, Councilor Marshall Swoop.

Council Absent: Councilor Jerry Hanan and Councilor Mark Davidson.

Staff Present: City Recorder Victoria McKinney, Attorney Ruben Cleaveland, Engineer Brad Baird, and PWS Shanna Gronquist.

Guests: Under Sherrif Flory

Call to Order: Mayor Bufton called the regular meeting to order at 6:30 p.m. Pledge of Allegiance recited.

1. PUBLIC COMMENT-

Under Sherrif Flory spoke on the cases in Gilliam County. Detective Orendorf has been busy investigating cases. Sargent Reddin will take care of the mph signage for offramp from ODOT. Significant calls coming in about trucks coming in from the South on Hwy 19 while jake breaking. **Under Sherrif Flory** found that they are within State statutes with breaking coming into town. He stated, although, if the city council is interested in developing an Ordinance prohibiting jake breaking within the city limits, if they don't already have one, this will allow them to perform stopping based on the Ordinance and have this conversation with the drivers at least. New office update: Nearing completion by end of November. They may need to extend the contract to keep using the garage/storage building for a little bit longer if their new building is completed. **Councilor Ball** says the new purchaser has no issue with the extended use.

2. CONSENT AGENDA - Consent agenda consisted of the following items:

- a. Approval of Minutes - Regular Meeting October 9, 2024, as amended.
- b. Approval of bills as listed.

Motion: Councilor Rayburn motioned to accept the minutes of the Regular Meeting October 9, 2024, as amended.

Seconded: Councilor Ball

Roll call: All in favor.

3. AKS — Jaime Crawford via phone — Ord. No. 439; Section 4:1 1; Earth Movement and Removal

Planner Jaime Crawford determined the day of this meeting that the verbiage of this Ord. No. 439 is indeed ok as it is written. No changes are needed. Planner Jaime Crawford did not attend this meeting. Recorder McKinney explained the process for this Ordinance and that it would go through Engineer Brad Baird, eliminating the need to go through the Planning Commission.

4. Brad Baird, Anderson Perry & Associates

- a. Motel demo has begun today. Many personal challenges slowed the start date. **Engineer Brad Baird** ensured the conversation was had with Bill Rosenbalm that the city intends for him to salvage the old sign. The PW Department will store the sign at the shop.
- b. **Port of Arlington.** He has been helping them with the engineering and design of the subdivision. Discussed Columbia View Estates. There is a 16-inch line coming off the high reservoir. **Engineer Brad Baird** mentions there were previous discussions on upgrading those lines for pressure and hydrant benefits. If the council decided to go forward with the upgrading of these lines, the city would cover construction costs. He says this would be a good opportunity while the Port of Arlington is doing their

construction, making it more cost-effective for the city. **Councilor Ball** asked for a cost estimate. **Engineer Brad Baird** will get the true cost for the council later, but a quick estimated base cost on 800 feet x \$50 = \$40,000.00. Mayor Bufton agreed there was discussion on the upgrading of the water lines when the Port first began this exploration of the land purchase. He mentioned the desire of the council during the discussions was to move forward with that connection with the water systems. **Mayor Bufton** asked the time frame. **Engineer Brad Baird** says building in March/April. He will get numbers for the council.

Consensus is to move forward.

- c. **Cop Shop** – Surveying will begin this Friday. The lot is shaped like a jagged tear drop. Only one pin was found on the site. There will be at least 6 or 7 and the Surveyors will report the map to the County Assessor upon completion. **Councilor Ball** thanked Engineer Baird for his efforts.
- d. **FEMA – Council must decide.** **Engineer Baird explained** the 100-year flood plain location and options. The location of the flood plain is located where Shane Drive meets Hwy 19 due to the Railroad Crossing. The intention of FEMA development of floor planes is all related to the threatened and endangered species. FEMA must do a “No Net Loss” of the areas. **Councilor Ball** asked about the property where the old Motel currently is in demolition. Does it fall in the 100-year flood plain? **Engineer Baird** explained that area is protected by the Railroad. The deadline is Dember 1st, 2024 to notify the FEMA gentlemen via email which option the city decides to go with. If the intention is to enforce by Ordinance, the city has until June 2025 to adopt said Ordinance. **Mayor Bufton** asked if this will affect the city at all with future industrial zone water projects. **Engineer Baird** says no it will not. He also states the best option is to have an Ordinance.

OPTIONS:

1. Adopt a FEMA model Ordinance provided by FEMA.
2. Make it required that anyone who builds in it will have to follow all FEMA rules. This will be the responsibility of the developer and owner.
3. Noone can ever build in the flood plain.
4. Nothing. Will mean the city is subject to Federal Funding loss.

The consensus is to move forward with option 2. Make it required that anyone who builds in it will have to follow all FEMA rules. This will be the responsibility of the developer and owner.

- e. **Working with Mark for Splash Park.** City to contract with **Anderson Perry**. **Anderson Perry** will sign a contract with **Mark Seder**. The fee will be to the city by December. To be engineered within the \$1,000,000.00 project budget. Projected Summer 2025 completion. **Councilor Ball** asked how it will be coordinated to include the kids’ pictures from the grant included in the engineering. Pictures from kids to be used in construction. Discussed options. **Mark Seder** spoke on additional funds. He explains Kevin Teater can possibly get the city another \$150,000.00 in funding. **Mark Seder** will continue to follow up with Kevin on this. **Recorder McKinney** shared she pre-applied for the \$400,000.00 Main Street Grant.
The consensus is to move forward with Andersson Perry taking the lead and contracting with Mark Seder to carry out the Alkali Splash Park Re-Imagined project.
- f. **Council Rayburn** asked about the test drilling. **Engineer Brad Baird** answered saying we should see action this week. Their last job pushed them out for a week. Engineer Baird explained the drilling would be a 24” diameter casing, strait down. There may be 2 or 3 of them at 18”, 18”, 18”. May be halfway through by next meeting.

5. COUNCIL ACTION –

- a. **Resolution No. 740 — Recreational Vehicle — Temporary Conditional Use Permit – Renewal**

Attorney Cleaveland stated this needs a new resolution but can be a motion to renew Res. 740 read by title only for one year. City Recorder McKinney will type up the renewed Resolution with the new TBD number, date and bring back to council.

Motion – Councilor Matt Irby motioned to renew Resolution 740 - Recreational Vehicle – Temporary Conditional Use Permit by creating a new Resolution number under the same terms and conditions as Resolution 740 and the new Resolution number is TBD by the City Recorder.

Second - Councilor Rayburn

Roll call: All in favor

- b. **EV4 LLC - Lease of Business Property – EV Charging Station – Seeking to sign over and transfer current lease to EVCS per letter. Charlie Botsford – EVCS to speak over the phone.**

Mr. Botsford explains that EV for Oregon transferred their site host agreement to EVCS recently. EVCS (EV Charging Solutions) has taken over ownership of the existing fast charger on City of Arlington property. They would like to replace the existing chargers with new chargers on their dime. EVCS has a large presence in Oregon, Washington, and California. There is an ODOT Grant open in Oregon. With that grant if awarded, EVCS would like to switch out the current unit and replace that unit with four upgraded fast charging stations in the same location which would require 8 parking spaces in that area. EVCS would like the city to show support by signing the Non-Binding letter of ownership and support EVCS to share with their grant application to ODOT. **Mr. Botsford** stated we could amend the Land Lease Agreement (Site Host Agreement) to add the chargers which would gain them points in the grant but is not necessary as they have what they need. The letter is the primary ask and is the most important to their grant application. **Hans Van De Mere** is on the line and open to questions. **Mr. Botsford** states EVCS has worked with ODOT extensively. EVCS has 47 sites in Oregon. ODOT just awarded EVCS seven additional sites along Hwy 97. The chance of being awarded the grant **Mr. Botsford** for the Arlington installation is promising. **Councilor Ball** asks, what is the electrical primary extension intention? Maps show access is Cottonwood, does that require digging up our street and sidewalks? replied he had spoken with Pacific Power and the address ODOT provided was the incorrect address, leading them to the wrong spot. The actual location should be relatively easy and there is existing power access at the location now. He also shared that with this grant, it would pay for most of the equipment and installation. What the grant does not pay for, EVCS will cover because they are required to provide match funding. The city will have out of pocket expenses. EVCS will pay revenue shares depending on how much the chargers are used. The standard rate is \$0.05 per kwh. EVCS does all the operation maintenance on the chargers. The grant will require a high upside parameter so the chargers will be used and will be available. There is a 97% upside requirement so they cannot be out of order for very long. Meaning they must be available for use online 97% and cannot be left in disrepair. He foresees the EV usage will only get greater over time. **Mayor Bufton** asked about the 8 spots requested for 4 charger units. **Mr. Botsford** stated each charger has two ports, one on each side. Each charger has a hefty 180kw charger and is not the highest but is a better fit for the existing car market than a bulky 350kw charger. **Mayor Bufton** asked if Pacific Power mentioned to him the brown outs we experience here in our area. **Mr. Botsford** explained there will be battery backups installed to be in place for such brown outs for short periods of time. Not meant for long periods of time such as days on end but will suffice for a few hours at a time. The battery will still allow for charging during that short period of time. Additionally, the idea of having batteries is that it provides grid resilience to the utility. EVCS will be working with Pacific Power. Batteries will be contained in a unit that will take up about the width of a parking spot, and maybe half the depth. They will try not to use up another parking spot for the batteries by seeking a better out of the way position that is better fitting for space usage. Charging time will be approximately half an hour to 45 minutes per charge. **Councilor Irby** asked if there is a reason there needs to be 4. **Mr. Botsford** states the National Vehicle Infrastructure Program (NVIP) has a standard of 4 charges with 150 kw each. This may be overkill for 2024/2025 but as we get into 2026-2030

these chargers will pick up utilization. It is a program reason. **Mayor Bufton** states he struggles with 50% of the road facing parking lot being requested. **Mr. Botsford** explained the spots can be open to other parking spaces as needed when not in EV use. They do not have to be designated EV parking only. **Councilor Irby** asked where the closest next sites are located. **Mr. Botsford** says further up in Boardman at the Sage Center. In the other direction is The Dalles. **Councilor Rayburn** asked about branding. He stated the units will say EVCS but if we wanted city branding, they could find a way to accommodate that. EVCS is careful to make sure all units provide charging to all brands of EV vehicles. **Councilor Ball** mentioned looking at the agreement with Hans, we had given Hans a good deal. \$1 per year rent was to help him out to get unit in. Things have changed now. **Mr. Botsford** stated they want to amend that and pay rent based on the \$0.05 per kwh which may come out to a small amount starting out estimated neighborhood of at \$200/month paid quarterly to the city via an ACH account. Based on the usage the amount will go up the more it is used. **Mayor Bufton** states it is reasonable to look at this from a negotiable standpoint. **City Recorder McKinney** asked if there would be a spot that is less obtrusive. **Mr. Botsford** stated the location is designated by ODOT. One of the reasons for the grant application is that some of the chargers in the past have not been kept up and need repair, replacement, or upgrading and so designated by ODOT for that reason. What EVCS wants to do is the direct replacement of the existing chargers on their own dime, separate from the ODOT grant application. And then on top of that with the grant application then they would install the additional chargers, and they are not intelligible at any other location. **Mayor Bufton** explained that in past thought process, it was the desire to have them located between the gas stations along Hwy 19 (Locust) just up the road from the current location. Being more centrally located in the city and more visual bringing more engagement. **Mr. Botsford** states that EVCS has many stations in City parking and one of the primary driving forces is not the rent they pay but the business that the chargers bring to the city businesses. He adds that EVCS may be able to propose this as essentially the same location even though it is not the same address, it is still the city center of Arlington. The difference is about 100 yards, arguably the same address. This location between the gas stations would provide shade. **Councilor Ball** showed concern on the available sun for solar in this location due to the trees. **Mayor Bufton** states we are looking for the best options. **Councilor Rayburn** notes, if we give up 8 spots, this is the better choice between the gas stations. Less disruption as the current location is used frequently for community functions requiring the current location space. **Attorney Cleveland** asked, for clarification, for tonight, what is the need? Does EVCS need the city to sign a non-binding letter of intent and if EVCS ends up getting the ODOT grant, then EVCS comes back to the council to renegotiate the lease and figure out the location details? **Mr. Botsford** says, correct. Once that happens there is a limited time available, once that happens after ODOT issues the Notice of Proposed Award. **Mayor Bufton** asks how the council would like to proceed.

Motion: Councilor Ball motioned to approve Mayor Bufton sign the DC Fast Charging Stations Non-Binding Letter of Intent for EVCS to submit to ODOT.

Seconded by Councilor Rayburn

Roll call: All in favor

Mr. Botsford thanked the council and explained that even if EVCS does not receive the ODOT grant, EVCS does plan to replace the existing charger to make it operational.

- c. **Arlington Public Schools** – Seeking donations to their Community Carnival and Bingo night set for November 14th. Suggested donations of 5-10 Yards Gravel and/or Golf for 2 players.

Motion: Rayburn to donate 5-10 Yards Gravel and 2 players for a round of golf to the Community Carnival and Bingo night.

Seconded by Councilor Ball

Roll call: All in favor

- d. **Alkali Splash Park** – Last meeting there was a consensus. There needs to be a motion to approve Brad Baird to move forward with the Alkali Park Reimagined project.

Motion: Councilor Ball moved that we approve Victoria McKinney to be authorized to sign the Alkali Park Reimagined grant paperwork and appoint Engineer Brad Baird to be the contact person for the Alkali Park Reimagined.

Second: Councilor Rayburn

All in favor.

6. COUNCILOR REPORTS

- **Councilor Davidson** – Absent
- **Councilor Rayburn** - Attended the 99th Annual LOC Conference in Bend, Oregon. Got contacts for Playground equipment for the splash park and shared with Mark Seder. Several people in attendance were seeking out Councilor Rayburn and others who were awarded ORPD grant to network for available contracting and supplies. She shared Mark Seder's contact information to get them quotes for what we need for play equipment and restrooms and such. Next year is the 100th Annual Conference and they encourage as many people to come as possible. It is great for networking. She got with PW Shanna Gronquist on the recycle center. Discussed cameras with PW Superintendent Shanna Gronquist. Councilor Rayburn explained the county site has cameras, possible cost share, camera share. July 2025 is our deadline. Quotes will be provided at the next meeting for fencing. Discussed that the public may not be aware that the cardboard recycling bin located behind Arlington Market is for public use. For this reason, it may be a good idea to include a cardboard bin in the improved recycling lot.
- **Councilor Hanan** - Absent
- **Councilor Irby** – Nothing
- **Councilor Swope** –Nothing
- **Councilor Ball** – Happy about election.

7. Staff Reports

PW Superintendent Shanna Gronquist – Out pump inspection, contractors on site this Monday. Delta will also be onsite, and she will be with them. Flags will be up for the Veterans Memorial on Monday all day. Currently 32 pins Subeca put in. They are working on a different network. Engineer Brad Baird confirmed that Taylor provided 3 years of historical data per month. Project is moving forward. Currently there is a booster on the mid-level reservoir. They may possibly install one at the shop to boost the signal. Winterizing. The demolition of the old motel focused on taking down trees today. An issue coming up in the last week or so is the turkeys. Turkeys are big game animals and for ODFW to do anything about them the city has to pass a particular ordinance to get them dealt with. Some residents have them roosting in their trees and are not happy with having them around as they have been destructive. The number of turkeys in the city has grown quickly from three to twelve. As reference to the issue, Fossil does not have an ordinance, and there are about 200 turkeys in their town now. She asks if we do something soon before too much damage is done. **Councilor Irby** asked, what kind of damage can they do? **Superintendent Gronquist** answered, rooting, torn golf course seeding up. She added the ordinance must state "no feeding the turkeys". She shared she sent 5 different ordinances to

Mayor Bufton and Attorney Cleaveland as refence. They are fairly certain the turkeys were turned loose in Arlington but not proven at this point. Attorney Cleaveland will write up a Livestock Ordinance, so the city is able to have ODFW act on this issue as soon as possible. Other than that, Superintendent Gronquist has been busy trying to get things caught up.

Recorder McKinney – Read a letter submitted by James Metsker showing appreciation the Nazarene Church in their ongoing efforts to support citizens in the lower mobile home park without resources or physical inabilities by bought for this intention, was loaned to the church to help in their efforts. **Mayor Bufton** asked that I put together a letter of thanks. **Councilor Ball** asked that we put something in the paper to show the city’s appreciation. Discussion was had on the attendance numbers for the Christmas party and the caterer. **Councilor Ball** expressed the desire to support local. It was reported that Jaimeson and Marshall came to change out the filters in the City Hall furnaces as there was an issue in the city office with the air. It was found the filters were long overdue for changing. They recommend changing filters every 2 months. With the large four-inch filter to be changed annually. Brian, Scott, and James know how to change them. Annual service will be set up. She asks that PW take on the changing of the filters every few months adding the ceiling filter is very difficult to remove and install. PW Superintendent Gronquist explained that the issue with the ceiling filter installation is the reason why Jaimeson and Marshall do the changing of the filters. It was clarified that Jaimeson and Marshall have not been coming every few months and their last visit was in March. Unsure of what filters were changed at that time. **Mayor Bufton** that we get a quote on upkeep and servicing from Jaimeson and Marshall and to also include the Golf Course in that service cycle. Councilor Rayburn asked if we would please get a quote from both restaurants as well as Rod McGuire for the Christmas Party catering. Prime rib, chicken and/or fish. Recorder McKinney asked if we could use Sherrie Terp as the caterer for the deserts. Consensus was yes.

Regular meeting adjourned at 8:17 p.m.

Jeffery Bufton, Mayor

Victoria McKinney, City Recorder