

Regular Council Meeting Minutes
April 3, 2024

The regular meeting of the Arlington City Council was held on April 3, 2024 in the Council Chambers of the Municipal Building and via telephone conference.

Presiding: Mayor Jeffery Bufton.

Council Present: Denise Ball, Marshall Swope, Jerry Hanan, Kayla Rayburn and Mark Davidson.

Council Absent: Matt Irby.

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

Guests: Lt. Tori Flory, Tiffany Wilkins, Rod McGuire, Julius Courtney, Rita Miciak, Jed Crowther, Keven Haguewood, Randy Seely and Mark Seder.

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

1. PUBLIC COMMENT

Rod McGuire stated the Woolery would like to use the bank parking lot for the flower sale April 27th. **The consensus of the Council was to allow Rod McGuire to use the parking lot.**

Lt. Tory Flory stated we had a good number of citations over 100 mph last month. Speed is the majority of our citations. Sgt. Redden did two stops this past month over 130 mph. We continued to be fully staffed. We are starting to work on the weed abatements. We are looking at other ordinance violations around town. We have a Deputy we are involving in the major crimes in Arlington. We are busy and getting busier.

Tiffany Wilkins stated I'm working with the International Union of Operating Engineers and we are interested in renting office space. Other unions are also interested in space. The unions contribute locally. We would like to rent the old Sheriff's office. We could use the conference space and small offices; we don't need the garages. Councilor Ball congratulated Tiffany on her new position. Recorder Hayter stated the City could use the garages for public works and city hall storage. Mayor Bufton stated the Council needs to decide on a lease amount. We are still working on repairing the burst pipe damage.

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

- a. Approval of Minutes - Regular Meeting March 6, 2024.
- b. Approval of bills as listed.

Councilor Rayburn motioned to approve the consent agenda and bills as listed, motion seconded by Councilor Davidson. Motion passed unanimously.

3. MARK SEDER, SEDER ARCHITECTURE – Mark Seder stated we were the designers that looked at what could be done in the downtown area. We zeroed in on a splash park at Alkali Park. This would include a splash park, restrooms and showers as required by the health authority. We submitted to the OPRD for their large grant

application. We submitted for 800k with a 200K match. Mark Seder went over the application and resolution the Council could adopt tonight. The spray park is a good location for passive observation and the Sheriff's Office can pass by. Mark gave highlights of the spray park and benefits. Mark stated the next step in the grant process is a presentation; people often do slide shows for these projects. OPRD received 60 applications requesting 37 million dollars the total available grant funds is 34 million. If the City has a higher match, we could request a full million, any other community giving could leverage your way up. Prices are crazy now and it is sometimes difficult to get contractors to come here. Mayor Bufton stated can the City's commitment also include in kind work. Mark stated yes, in kind or pro bono, materials at cost, all of that is good to get in front of them. We could send a preliminary list of what is needed for the project and use it as a resource for who might be able to help. Spring cleanup date might be a good time for a kickoff event while people are out and time for people to step up and donate. Mark stated it might be helpful to have a coming soon sign made. Mayor Bufton stated we would like a sign at each end of the park.

4. **BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES:** - Engineer Baird stated I will attend the Port's meeting to discuss siting the Columbia River lift station. We will work toward a site selection. Engineer Baird passed out the RFP for the old motel abatement bid. Engineer Baird stated Shanna and I went through the motel. The asbestos report documented where the asbestos containing products were, we didn't have quantities and the initial bids were vastly different. We measured all the rooms and got all the square feet for the floor tiles. The unfortunate thing was you see asbestos on one side of the building, when you peel back the other siding there is asbestos siding, it was sheeted over. This increased the siding quantities by 60 to 70 percent. The siding needs to be pulled back and carpet pulled up off the tiles. Engineer Baird handed out the bidding documents for the Council to review. Engineer Baird went over the bid timeline. The bidding closes May 7th. Mayor Bufton stated please amend the letter to state Columbia Ridge or Chemical Waste Management. That's a requirement of the State of Oregon. **The consensus of the council was to proceed with the RFP.**

5. COUNCIL ACTION

- a. **Resolution 742 Authorizing Oregon Parks and Recreation Grant Application** - Attorney Cleaveland stated this is the Resolution Mark Seder was talking about, it lays out the city owns sidewalks and supports match funds of up to 20%. **Councilor Ball motioned to approve Resolution 742, A Resolution Authorizing the City of Arlington Application for a Local Government Grant From the Oregon Parks and Recreation Department for the Development of a Spray Park at Alkali Park and Delegating the Authority to the Mayor to Sign the Application, motion seconded by Councilor Davidson. Motion passed unanimously.**
- b. **Lease Termination - Gilliam County Sheriff's Office** – Attorney Cleaveland stated we received a letter from the Sheriff's office to terminate their lease. They would like to continue use of the garages for storage. I can draft a response letter. **Councilor Davidson motioned to approve the lease termination of the office space and allow the Sheriff's Office to continue use of the garages for storage, motion seconded by Councilor Hanan. Motion passed unanimously.**
- c. **Water Purchase Agreement – Haguewood** - Attorney Cleaveland stated this is based upon the previous agreement we had, a two-year term at a rate of \$3.00 per 1,000 gallons. Attorney Cleaveland went over the water purchase agreement. Keven Haguewood stated we got this pump as a backup for a solar project; it would cost over \$75K to replace. Attorney Cleaveland stated item 4 of the contract recognizes that part of the rate is in recognition that the City uses the equipment. Keven stated he

maintains all the equipment. Attorney Cleaveland stated it's a good thing to exercise your water right and legitimately use it. Keven stated I need a backup for these projects. How's a five-year term sound. Mayor Bufton stated our leases are for two years. **Councilor Hanan motioned to approve the Water Purchase Agreement between the City and Keven Haguewood; motion seconded by Councilor Davidson. Motion passed unanimously.**

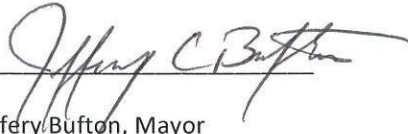
6. COUNCILOR REPORTS

- Councilor Davidson – The grant committee reviewed 63 applications for the equipment grants for fire mitigation. Recorder Hayter stated successful applicants will sign an agreement. Award and rejection letters will go out by the 15th. We need to send out Weed abatement letters, we would like to do that April 15th to work with the award letters going out. **The consensus of the Council was for Weed abatements to be mailed April 15th.**
- Councilor Rayburn – The new sanitation truck is running well. Shanna provided me with other truck values, we need to decide a surplus value. Shanna stated the truck has over 60K miles. Councilor Davidson stated the trucks all seem to come in around 80K give or take. **The consensus of the Council was to surplus the old sanitation truck with a minimum bid of 75K.** Councilor Rayburn stated someone reached out about the old hotel, they want to make it a company hotel. Councilor Ball stated we need to move forward with what we planned and work with public private partnership. Mayor Bufton stated that is our intent.
- Councilor Hanan – none.
- Councilor Irby – absent.
- Councilor Swope – none.
- Councilor Ball – I attended the MCEDD meeting, the county is moving away from GEODC, there is an approval process. Washington is part of their district; the governors will need to approve. MCEDD will evaluate the city's SWAT; they need a copy of our strategic plan. Mayor Bufton stated I don't think we have an up-dated plan. Councilor Rayburn stated I attended an economic development conference with MCEDD and was impressed; they had speakers from Oregon and Washington. Mayor Bufton stated we can look at this further and work on up-dating our strategic plan.
- PWS Gronquist – We will be plugging the greens; we'll purchase lunch. We might want to consider a port-o-let at the dog park, sometimes people mistake the well house for a restroom. Rita Miciak gave a history of the lights at the park and stated the basketball court needs lights. Mayor Bufton stated Shanna, please get with an electrician about lights at the basketball court. PWS Gronquist stated the water is on at the parks and golf course. Smythe is working on the milk house. The new mower is at the dealership waiting on the deck.
- Attorney Cleaveland – none.
- Recorder Hayter – Ardent Mills would like to volunteer at the City in honor of Earth Day. Ethics reports are due April 15th. The budget committee meeting is May 15th.
- Mayor Bufton – Regarding the Sheriff's office lease, we are moving forward to remodel the facility. We have folks interested in the building. The Council needs to think about how we would like to proceed.

Executive Session opened at 8:00 p.m. pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the Governing body to negotiate real property transactions.

Executive Session closed 8:20 p.m. Mayor Bufton stated no decisions to be made on real property.

Regular meeting adjourned at 8:23 p.m.



Jeffery Bufton, Mayor



Kari Hayter, City Recorder