

**City of Arlington  
Regular Council Meeting Minutes  
December 14, 2022**

The regular meeting of the Arlington City Council was held on December 14, 2022, in the Council Chambers of the Municipal Building.

**Presiding:** Mayor Jeffery Bufton.

**Council Present:** Denise Ball, Robert Christensen, Marshall Swope, Matt Irby, Jerry Hanan and Kayla Rayburn.

**Council Absent:** none.

**Staff Present:** Recorder Kari Hayter, Public Works Superintendent Shanna Gronquist, Attorney Ruben Cleaveland, and City Engineer Brad Baird.

**Guests:** Jacob Dunaway, Rita Miciak, Cori Mikkalo, Jed Crowther, Leah Shannon, Pat Shannon, Garth Neal, Jan Longacre, and Christopher Jackson.

**Call to Order:** Mayor Bufton called the meeting to order at 6:30 p.m.

**Pledge of Allegiance Recited.**

**Oath of Office Administered to Kayla Rayburn by Attorney Cleaveland.**

**1. PUBLIC COMMENT:**

**Garth Neal:** Garth stated a few people reached out to him about plowing issues. He stated their concerns are with the Estates, First Street and hills in town. Can they be plowed earlier in the morning? People up in the estates leave for work at 5:00 am, not everyone can get around. I'm voicing everyone's opinion that feels the same way. Garth stated he is willing to plow and knows other people that would volunteer. Mayor Bufton stated First Street never get plowed. To plow, Public Works would end up in the Pheasant. It is not a functioning street. The "S" curve going into the Estates makes it very difficult to get up in there in a timely basis. We try to get there when we can, as safely as we can. We try to keep the main arteries as clean as possible. With all the street parking it's difficult to get to the feeder streets. We could eliminate on street parking on the side streets. Garth stated everyone is willing to do what they need to get the streets plowed. My experience with plowing is everyone gets chained up before plowing. People have requested more sand and for the slush to be pushed off before it freezes. Superintendent Gronquist stated Public Works started plowing and sanding Sunday, and continued Monday and Tuesday. Her pickup was in the shop, it is now back and ready to go. Mayor Bufton stated we get a few snows each year and do the best we can with the equipment and staff we have.

**Leah Shannon, Waste Management:** Leah stated she is here to give the end of the third quarter report. Columbia Ridge volumes are slightly down this year. The host fees paid to Gilliam County through the third quarter were \$3.3 million. Volumes for the full year through third quarter were 1,946,465 tons into Columbia Ridge. Columbia Ridge hasn't had any lost time due to injuries in 220 days. There has been paving done between track one (1) and two (2) and Cedar Springs Lane. Waste is currently being placed in the latest module, #16; they received approval from DEQ in October to do so. Columbia Ridge had their first DEQ storm water inspection, the first in 10 years, along with the quarterly DEQ inspection. They are in compliance. Chemical Waste Management volumes are up with lots of drum waste. They're doing really well with safety. They've discussed

renewal of the permit for Chemical Waste. Converting 980 acres from EFU to Industrial, they were successful in the rezone. EPA has 90 days to review the permit renewal; either approving or denying. We are still hiring.

**Pat Shannon, Gilliam County Commissioner:** Commissioner Shannon stated the County is trying to move from the Greater Eastern Oregon Development Corporation (GEODC) to Mid-Columbia Economic Development District (MCEDD). The County Court decided last spring to get out of GEODC. The Gilliam County Judge took the project on. It is a long process that requires approval by Oregon and Washington Governors, along with Gilliam County and all its Cities. Commissioner Shannon stated he is taking over the process and working with the MCEDD Board. Mayor Bufton stated he doesn't believe the Council has an issue proceeding with MCEDD. Councilor Rayburn asked how the appointment process works. Commissioner Shannon stated they would be appointed by the County but he is unclear if the appointed member has to be a Commissioner. Mayor Bufton requested Commissioner Shannon look into the appointment process.

**Rita Maciak:** Rita stated I gave the light check results to Assistant Recorder Grubaugh. It usually takes two weeks for lights to be fixed.

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

- a. Approval of Minutes – Regular Meeting November 9, 2022.
- b. Approval of bills as listed.

**Councilor Hanan motioned to approve the consent agenda and the bills as listed, motion seconded by Councilor Christensen. Motion passed unanimously.**

3. **JACOB DUNAWAY, SOLUTIONS IT:** Jacob Dunaway stated based upon Best Practices, we have some suggestions and a proposal to up-grade and bring current the City technology systems. Jacob presented the slide show. Mayor Bufton stated this is something we've needed for some time. Councilor Irby ask how did we find Solutions IT. Recorder Hayter stated they were recommended by the Arlington Clinic. Attorney Cleaveland stated this is a three year contract which requires us to get additional quotes. If we make it a one year contract we don't need additional quotes. Jacob stated he would check with his office about a shorter term contract. **Consensus of the Council is to review a one year contract at the January Council meeting.**

4. **CORI MIKKALO, GILLIAM COUNTY COMMUNITY WILDFIRE PROTECTION PLAN:** Cori introduced herself and gave a brief overview of the Wildlife Protection Plan. Cori stated an approved plan makes Gilliam County and its cities more competitive for grants. If you approve the plan, it doesn't require Arlington to commit to anything, but confirms the City is aware of the plan. If you find out there is money available, it will make us competitive. A prerequisite is having an approved plan. Mayor Bufton stated Councilor Swope and I discussed the plan with Mr. Courtney; he told us it is a good plan. There are 17 different projects, do we need to adopt each one of these projects. Cori stated they are not in rank order. We needed to reach for the stars and be broad and put down everything we could think of in this plan. We made the plan broad enough to capture any odd funding opportunities for potential projects to pursue. Councilor Ball stated your projects are really good, a lot of them state to hire a contractor or staff member to complete the project. We don't have a specific person to take on a project. Does the County have someone in mind to provide additional assistance to the cities to assist with this? Cori stated Gilliam County staff cards are full, and everyone is really busy. There's potential to have an extra person if it is part of the grant process; we can hire someone to manage the grant and project since everyone is already busy. Mayor Bufton stated the staffing could be funded through grants. Cori stated Wildlife Grant applications are due January 30, eligible applicants can apply for grants.

**Councilor Hanan motioned to adopt the Gilliam County Community Wildlife Protection Plan prepared by Community Wildfire Protection Plan Steering Group and Cori H. Mikkalo, motion seconded by Councilor Swope. Motion passed unanimously.**

5. **COUNCIL ACTION**

- a. **Appoint Arlington Public Library Board Member:** The Arlington Public Library has had board members resign. The Library Board recommends the City Council appoint Marta Mikkalo.

**Councilor Christensen motioned to appoint Marta Mikkalo to the Arlington Public Library, motion seconded by Councilor Hanan. Motion passed unanimously.**

6. **BRAD BAIRD, ANDERSON PERRY & ASSOCIATES:** Engineer Baird stated we need to schedule another Wastewater Facilities Plan Workshop. The workshop is scheduled for Thursday, January 19<sup>th</sup> at 6:00 p.m. Engineer Baird stated I reviewed the ODOT Bridge Inspection Report for China Creek Port Road Access Bridge. The report states the bridge is in good shape. The bridge is owned by the City of Arlington. It's with the other facilities the CORP owns. We need to review the lease documents and confirm who owns it. We need to get a map of what the City owns and what the Army Corp owns. No action on the report needs to be taken. I'll double check with my engineer.

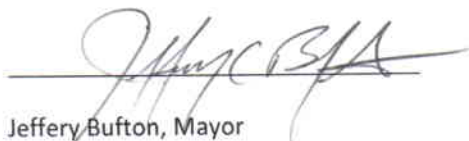
7. **COUNCILORS REPORTS**

- Councilor Rayburn – no report.
- Councilor Hanan – no report.
- Councilor Irby – We submitted a grant for the basketball remodel. It's a \$10,500 and will cost the city \$2,650. The remodel includes a new hoop, poles, cement. We should hear soon if we're approved for the grant.
- Councilor Swope – no report.
- Councilor Christensen – Fire Services is applying for new grants for engines for the north and south. They will be presenting the City with a new IGA and requesting additional funds.
- Councilor Ball – Everyone should attend the Wastewater Facilities Workshop.
- Public Works Superintendent Gronquist – The Sanitation truck chassis has pushed production to August 2023 and we are still looking for a Public Works employee.
- Attorney Cleaveland – No report.
- Recorder Hayter – The City Christmas Party is this Sunday at 2: PM at the Golf Course. The Planning Commission is meeting tomorrow night to discuss the Columbia View Estate rezone. City Staff received their Christmas bonus, thank you. The next Council meeting is scheduled for January 4<sup>th</sup> which is three weeks away and a holiday week. Does it work with everyone's schedules to have the January Council meeting Wednesday, January 11<sup>th</sup>? **The consensus of the council was to have the January Council meeting January 11<sup>th</sup>.**
- Mayor Bufton – The K'Lynn walk around report will be forth coming; she will be here in January. It is going to be a challenge and we will need to invent as we go along. There was good public participation. Mayor Bufton thanked Councilor Christensen for his eight years of support and service.

Executive Session opened at 7:51 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 adjourned at 8:37 p.m.

Regular meeting adjourned at 8:38 p.m.

  
Jeffery Bufton, Mayor

  
Kari Hayter, Recorder