

**Regular Council Meeting Minutes**  
**August 9, 2023**

The regular meeting of the Arlington City Council was held on August 9, 2023, in the Council Chambers of the Municipal Building and via telephone conference.

**Presiding:** Mayor Jeffery Bufton

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

**Council Absent:** None.

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

**Guests:** Lt. Tory Flory, Rod McGuire, Jeff Steeves, Heather Steeves, Madilyn Hayter, Jed Crowther and via conference 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**

Lt. Flory stated the Sheriff's Office has been busy the last few months; my apologies for my absence. I was project manager for an up-grade with Frontier Regional 911. Councilor Irby stated I appreciate the Sheriff's Office response time. Lt. Flory stated our Condon dispatch center dispatches for several areas. The up-graded system has reduced the traffic and facilitated faster response times. Regarding City Ordinances, we'll be increasing enforcement. We are fully staffed and field training has been completed. Mayor Bufton asked can you increase enforcement of the City dog Ordinance? Lt. Flory stated we can and will apply the State Statute; it gives us additional enforcement capabilities.

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

- a. Approval of Minutes - Regular Meeting July 12, 2023.
- b. Approval of bills as listed.

**Councilor Irby motioned to approve the consent agenda and the bills as listed, motion seconded by Councilor Rayburn. Councilor Hanna abstained from the minutes due to absence. Motion passed unanimously.**

**3. MARK SEDER, SEDER ARCHITECTURE - Mark Seder stated I'm here to discuss the draft spray park concept. The basic concept is to take advantage of Alkali Park and draw people to the park and downtown area. We've been successful in assisting owners in getting projects such as these funded through Oregon Parks and Recreation Division (OPRD). This would be an economic advantage to draw visitors and create a community cooling center for at risk individuals. Councilor Rayburn stated I like the multi-purpose design. Councilor Irby stated I like the restrooms. Mark stated restrooms are required for pools or any wet recreation area. We might be required to add an outdoor shower. Another idea is to screen off the back of the market. Another concept is a small playground with shade and a green area. These drawings are scale. Councilor Irby asked would about the lighting. Mark stated, yes we would consider lighting and hours of operation. We have to option of push button for use that the City can override as necessary. Councilor Davidson asked do these run-on recycled water. Mark Seder stated it can be either one, we've been doing parks with recycled water. Councilor Davidson asked does the recycled water need to be chlorinated. Mark Seder stated yes, I believe so, we work with engineers to make sure we have utility support. Brad Baird stated Anderson Perry has worked on these projects and worked with**

Seder Architecture before. Mayor Bufton asked do you have a cost estimate. Mark stated you might budget \$150k for the splash park, ring, and concrete pad at 1200 square feet. It depends on features, the number of spouts and features above the ground. We've seen several that have rocks with spouts, these have been utilized for sitting when the park is dry. Councilor Davidson asked when do we apply for grants. Mark stated I will need to check the dates. We could use these images to assist them in a vision and approval. Councilor Davidson asked do we need a finalized concept before we apply for the grant. Or can we see what funds are available and design the park around the grant funds received. Mark stated the plan doesn't need to be a final plan; we could submit the images for a concept. We will work with Anderson and Perry on the utilities that service the park. We could emphasize the strong community support. The location is wonderful and takes advantage of existing infrastructure. This will draw people into the triangle. Council Irby asked what the next step is. Mark stated I would like further input from the Council and to work with Anderson Perry on utilities and infrastructure, we need to estimate costs. Then we could put together a package and apply for OPRD grants and other funding opportunities. Community Cooling Centers are being funded as well. Mayor Bufton asked can you put together a bullet point spreadsheet of how we need to proceed and coordinate with Brad Baird. Mark stated yes.

4. **BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES** – Engineer Baird stated we completed the ODOT SCA application; we have an edit. The ODOT person liked all the ADA ramps; it scores well in their program. The cost was around 126K. We submitted all the documents to ODOT for the prior SCA grant reimbursement to cover some of the previous sidewalk project overage. I am still answering their additional questions. I was surprised by some of the comments. I should have more information at the next meeting.

Engineer Baird stated regarding the Water Management Conservation Plan, we have engaged with OWRD. We will submit the proposed revisions next week. Hopefully have a response by the September meeting.

Engineer Baird stated regarding ADA improvements at the Corp property. We could create access to the basketball court. The access across the China ditch could be widened. The top of the concrete wall could handle a path. We would check the current ADA ramp on the East side of the park. Mayor Bufton stated we would like to loop over to the Veterans Memorial, some people struggle with walking on grass. We own the gazebo side. Engineer Baird stated I think we could ask the Corp about their compliance. We can tell them we have a plan and need Corp blessing and funds. We can get a package together to request funding. Mayor Bufton stated Earl Snell Park is priority.

Engineer Baird stated the last item is the old motel. We sampled the siding which was asbestos. The abatement firm wanted to know what else is in the structure. They want the City to survey each building and look at floor tiles, putty, baseboard, popcorn sealing, and roofing material. I used to be a license inspector in the 90's. These regulations haven't changed since then. I could do the survey for less; I need to make sure it is DEQ compliant. If you'd like I can engage DEQ to double check. **The consensus of the Council was for Brad to proceed and engage DEQ to make sure he can do the survey then proceed.**

5. **SEWER ORDINANCE – SEWER LINE REPAIRS AND MAINTENANCE** – Attorney Cleaveland stated you have a draft ordinance in front of you. The property owner is still responsible for maintenance; we don't need calls for diapers. When it comes to replacement, if there is a structural failure the City will pick up the repair from the right of way to the main. We didn't discuss the maintenance issue, I think it could be a problem if maintenance were the City's responsibility. Maintenance needs to be the owner's responsibility from the property sewer line to the right of way is the property owner. From the right of way to the main is the city except for maintenance. **The consensus of the Council is to put the Ordinance on the agenda for the next meeting.**

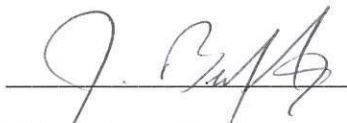


## 6. COUNCILOR REPORTS

- Councilor Davidson – The trailer park is out of compliance with the broken fire hydrant; the Fire Marshall sent them a letter. How does the City proceed? Attorney Cleaveland stated City enforcement occurs when the park pulls a permit to add a trailer. No additional trailers can be added until the park repairs or replaces the hydrant and has the required hydrant coverage.
- Councilor Rayburn – Shanna is looking into trash cans and the sanitation truck is back ordered. I toured La Grande for the Eastern Oregon Economic Summit.
- Councilor Hanan – No report.
- Councilor Irby – The car show and basketball tournament were very successful. We were \$304.00 under budget on the basketball remodel. The County approved us using the remaining funds for gear. I would like to spend the funds on an extra benches Kip Krebs has from the Condon Grade School. These are very nice benches; I would like to have them on hand. **The consensus of the Council was for Matt to purchase the benches.**
- Councilor Swope – No report.
- Councilor Ball – We are very close to locking in our water rights. Our WWFP is next Wednesday at 6:00 p.m.
- PWS Gronquist – We are looking for WasteWater/Water employee. Trash cans are back ordered and the truck is leaving factory soon. Fifty-three fire hydrants have been flushed. August 16<sup>th</sup> the National Weather Service is here to award 25 years of service. I have a Corp inspection coming up. I am working on an outfall inspection quote.
- Attorney Cleaveland – No report.
- Recorder Kari Hayter – The next regular meeting is scheduled for September 6<sup>th</sup>, it's a Holiday week. **The consensus of the Council was to have the September meeting September 13<sup>th</sup>.** The Auditors will be here September 13<sup>th</sup>. City Hall will be getting new computers and tech support.
- Mayor Bufton - I had a conversation with the Sheriff about the gun range fire. It is a public course; we think there is too much activity from outside entities. Attorney Cleaveland stated I would like discuss our options with a small group. Attorney Cleaveland, Councilor Davidson and Councilor Swope will meet at a later date.

Executive Session opened at 7:58 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 8:52 p.m. Mayor Bufton stated no decisions. Regular meetings closed at 8:53 p.m.



Jeffery Bufton, Mayor



Kari Hayter, City Recorder