

Regular Council Meeting Minutes
Wednesday October 9, 2024

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.

AMENDMENT ITEMS:

- 1. Section 5. Brad Baird, 2nd topic.**
- 2. AMENDMENT ITEM during meeting. Added Council Action f. Approve the Real Estate Agreement as a result of the Public Hearing.**
- 3. F. Councilor Reports, Councilor Rayburn topic.**

Presiding: Mayor Jeffery Bufton.

Council Present: Denise Ball, Councilor Matt Irby, Councilor Jerry Hanan, Councilor Kayla Rayburn, and Councilor Mark Davidson.

Council Absent: Councilor Marshall Swope

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

Guests: Jed Crowder and Tiffany Wilkins

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

PUBLIC HEARING: 6:30 p.m.

The Arlington City Council will conduct a public hearing to discuss and receive public comment regarding the sale of city property. The property to be sold is currently described as Map Tax Lot: 03N-21E-28BB-0470; which has a street address of 1320 Locust St, Arlington, Oregon. The City has no foreseeable use for the commercial property and has been contacted by an interested party. At the hearing, any resident of the City wishing to speak on the issue will be heard be it oral or written testimony.

Mayor Bufton stated the following: The City of Arlington is considering the sale of approximately 0.37 acres of real property located at 1320 Locust St., Arlington, Oregon. The proposed purchase price for the property is \$111,701.00. The purchase price will be paid in cash at closing. Evidence of market value is the proposed purchase price of \$111,701.00 for the property. Other evidence includes an appraisal dated June 25, 2024. That appraisal provided a valuation of 112,000.00. Mayor Bufton opened the floor for any residents of the City to present oral or written testimony.

No oral or written testimony was given.

Mayor Bufton Closed the Hearing at 6:32pm.

Regular Council Meeting opened at 6:32pm.

1. PUBLIC COMMENT-

No oral or written comments given.

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

- a. Approval of Minutes - Regular Meeting September 11, 2024
- b. Approval of bills as listed.

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

3. Mark Seder, Alkali Park Re-Imagined Grant update and next steps to take –

Currently doing due diligence. Grant for \$800,000.00 was awarded to the city. The Arlington City Recorder became the financial and lead for money received under the ORPD grants. The State asks for confirmation of the budget for this project. Now is the time to make any necessary adjustments to that budget. Take time to redo the budget as there is no rush and it does not jeopardize the grant monies.

Next steps: More grant opportunities. Be sure to identify the 3 features in the budget, which are splash pad, playground, and restroom/shade. ORPD expects all three but the size of all three is not a concern but the inclusion of all three is necessary to get all of the awarded \$800,000.00. How much and what size of each section/material, timing of water usage will drive the overall cost. The council will decide if they want recirculating or direct flow through water access. **Councilor Davidson** asked how much water this type of park uses. **Mark Seder** did not have the answer. Water use and feed type was discussed as well as what constitutes a playground. **Mayor Bufton** says that as we approach the plan, we can make more decisions. **Engineer Brad Baird** explained what the water usage would be. **Councilor Ball** suggests we stay within our budget of 1Million. **Mark Seder** states the overriding factor is the pricing and contractors available. It is a real concern. **Engineer Brad Baird** spoke on set up and next step. It is a straightforward project. Get a strategy together, get a design contract and move along. **Mayor Bufton** asked if council if they are ready to proceed. Consensus is yes. **Engineer Brad Baird** will put together his proposal. **Mark Seder** will as well. The Schools' CTE program was discussed and may be a usable option. **Councilor Rayburn** suggested using CTE for future signage.

4. Risk MAP Project Quarterly report discussion- Engineer Brad Beard updated. Explained the FEMA is pushing hard. We need answers. Brad will get the info and report back on the options. Such as what is expected of the city with each of the 3 FEMA provided options. **Councilor Rayburn** says there has been a big push back on the FEMA directive.

5. BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES –

1st, Bill Rosenbalm. The power shut off date had eta of up to 10 days causing stalls. Bill has been sick for two weeks. He intends to start Monday the 14th. Profiling was slow as well as Hazmat transportation certification. **Councilor Ball** asked about stump removal. Sign to be saved and taken to the PW shop.

2nd, **AMENDED - Brad Baird** gave out an arsenic handout. Explained 5.1 ppb, allowed is 10. City drinking water is safe according to the test. No E Coli. Discussion and explanation of test provided by Brad Baird. **Councilor Rayburn** asks about discoloration. **Brad Baird** says it is iron and manganese. Oxidization. Natural occurrence from basalt in our area. Nonuse can cause discolor from not circulating. Discoloration is not a drinking water regulatory issue, says Brad Baird.

6. COUNCIL ACTION –

- a. Approval of \$4,000.00 to the Arlington Library as previously requested to cover raises as provided in their revised budget at the last Regular Council Meeting.

Councilor Ball asked if we are changing the budget or acting within the current budget. **Councilor Rayburn** helped explain the amount used falls within the budget bucket of "Other Services" overall. Not exceeding the allowed amount in the Other Services as a total even if it went over the Library Supplies line item. Which is not the case.

Motion: Councilor Ball moves to approve \$4,000.00 to the Arlington Public Library as previously requested to cover raises as provided in their revised budget at the last Council meeting.

Second: Councilor Rayburn seconded the motion.

b. Christmas Bonuses.

Discussion was had about what amount was gifted last year and how taxes applied.

Motion: Councilor Davidson motioned to set the Christmas bonuses at \$200 uploaded to include taxes so that the employees receive a full \$200 bonus each.

Second: Councilor Ball seconded the motion.

Roll call: All are in favor.

c. Goats for 2025 – Weed mitigation.

Discussion about weeds by Councilor Davidson. He suggests we investigate more spraying and tapping into the Weed Mitigation funding to spray landowner's properties to get ahead of the weeds with property owner agreements. Otherwise, it would be up to the landowner to do their own mitigating. Ruben explains there must be an opt in or out giving the landowners the option to choose. A letter of approval from the landowner would need to be received at the city for the city to be able to spray on the property owner's land. Right of ways, the city is allowed to spray. **Mayor Bufton** asked if we can operate under the same as last year. Recorder McKinney to ask Cori. Discussion on accountability and reinforcement of landowner weed mitigation was had.

Motion: Councilor Rayburn motioned to move forward securing goats 2025 spring for weed mitigation.

Second: Councilor Ball seconded the motion.

Roll call: All are in favor.

d. Holiday Party and gift discussion.

Mayor Bufton asked if we should have dinner catered. Consensus was yes.

Councilor Hanan asked to set a date. The consensus is to set the date for Dec 8th, 2024, 1:30pm

Gift exchange: Set at \$25 white elephant. Invite the Planning Commission, Engineer, and Attorney.

e. INTERGOVERNMENTAL AGREEMENT - Columbia River Pump Station - Project Feasibility Limited Access Agreement – AMENDMENT No 1

Attorney Cleaveland states the IGA was already passed. This is only to extend the timeline to allow Engineer Brad Baird to complete a bit more work. Originally set to expire October 31st of 2024. This will extend it out to December 31st of 2024.

Motion: Councilor Ball moved to approve the Amendment number one to the IGA for the Columbia River Pump Station.

Second: Councilor Davidson seconded the motion.

Roll call: All are in favor.

Attorney Cleaveland brought up we need to amend to review the Land Purchase. There should have been an item f. to approve the Real Estate Agreement as a result of the Public Hearing.

AMENDMENT ITEM: Approve the Real Estate Agreement as a result of the Public Hearing.

Motion: Councilor Ball moves that following review and approval by Attorney Cleaveland the council approve our Mayor to sign the Sales Agreement of the Cop Shop. The property is located at 1320 Locust Street.

Second: Councilor Davidson seconded the motion.

Roll call: All are in favor.

F. COUNCILOR REPORTS

- **Councilor Davidson** – Asked about public ordinance for public urination. **Attorney Cleavland** stated he believes the city does but the Ordinance is not enforceable unless the act is for gratification purposes. **Councilor Davidson** contacted Doug Potter. Doug Potter communicated to Councilor Davidson that the cost will be within the \$5,000.00 mark for clearing the China Ditch and doing the outside rounds on the gun club and that it will take about three years to kill roots on the China Ditch. **Tiffany Wilkins** spoke on the weeds under the water in the China Ditch and how dangerous it is. Suggested we reach out to the Army Corp. of Eng. for mitigation. **Mayor Bufton** wants a letter to the Army Corp. of Eng. to get the weeds mitigated.
- **AMENDED - Councilor Rayburn** – LOC conference. Will get together with PW Gronquist for recycle area. She will bring options. The recycling site must be open by July **2025**. It was suggested to her in her research that we do not use youth as it will take someone with more of a socially experienced presence. Someone who can responsibly reinforce the directions of the site. Funding may be available, more on that later. She attended the Arlington Daycare meeting. Issues but still moving forward. The State will be licensing as a center with exceptions and acceptations. She shared available grants with the Center. Will attend more meetings to stay in the know.
- **Councilor Hanan** – Nothing to report
- **Councilor Irby** – Nothing to report
- **Councilor Swope** – Absent
- **Councilor Ball** – Nothing to report

11. Staff Reports

PW Superintendent Shanna Gronquist - Talked about Subeca meter installations on September 18th, 2024. Running into a few issues. Working them out. Subeca will be back on the 28th or 29th to look at options for clearing up issues for the best service. She reports that the online system itself is easy to use. Discussion on the usage of the application. The program is promising. **Engineer Baird** states that Subeca intends to add 10 more meters to the testing. Sidewalk network for low volume data. Does not interfere with Ham radio. Recorder McKinney asked about the billing. **PW Superintendent** says we are not there yet. Lastly, she added that they are getting ready to drain irrigation systems for the winter.

Attorney Ruben Cleaveland – **Mayor Bufton** asked about zone changes. **Attorney Cleaveland** stated that it is being led by Planner, Dan Meader. Mayor Bufton asked that Attorney Cleaveland start looking at the correspondence and move forward.

Recorder McKinney

- a. **Announced TAC - DLCD – Housing Grant – Middle House Public Workshop - Open House** announcement. Oct 22nd 6 - 8pm at Gronquist building. Some discussion on the intentions of the DLCD. **Councilor Rayburn** stated that the city is in a positive position due to the current Ordinances. The city advantages were discussed.

- b. **Announced the Mayor Contest/Prizes x 3/Deadline.** Starting Nov 1st, 2024. All entries are due back by March 1st for review and submission to the state level contest. Asking to get dollar limit for each prize and ideas.

Consensus for prizes is as follows and to be used out of Mayor Discretionary Fund.

- 1. One Mayor lunch with all three winners**
- 2. \$75 value of community spending certificates for each winner.**

Councilor Davidson asked about recent events of fraud email and potential checking scam. **Recorder McKinney** explained in detail how this came about, and the actions taken to resolve in a quick manner. No bank accounts were directly affected, and fraud was warded off. **Recorder McKinney** followed up with the actions taken so this does not happen again. All changes requested per each employee will need to be made in person and signed off by said requester going forward before action can be completed.

Regular meeting Closed: 8:29 p.m.

Council entered Executive Session: 8:30 p.m.

Executive Session opened at 8:30 p.m. pursuant to ORS 192.660(2)(e): To conduct deliberations with people designated by the Governing body to negotiate real property transactions. And ORS 192.660(2)(a): To consider the employment of a public officer, employee, staff member or individual agent. Revue this in more detail to get statistics.

Executive Session closed at 9:00 p.m.

Regular meeting was opened at 9:01 p.m. to decide on the Anderson Perry Agreements and Subeca Engineering Agreement.

1. Subeca Agreement

Motion: Councilor Ball moves that we approve the Anderson Perry Subeca Agreement and Columbia River Pump Station Agreement as presented to Engineer Brad Baird.

Second: Councilor Rayburn seconded the motion.

2. Meter Pilot Agreement Consensus of council.

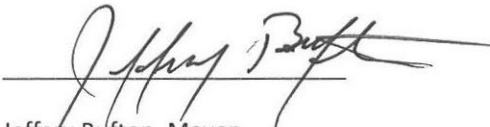
3. AP Agreement

Motion: Councilor Ball moves that we approve the Anderson Perry Subeca Agreement and Columbia River Pump Station Agreement as presented to Engineer Brad Baird.

Second: Councilor Rayburn seconded the motion.

4. The Water Term Sheet – Consensus of council.

Regular meeting adjourned at 9:02 p.m.


Jeffery Bufton, Mayor


Victoria McKinney, City Recorder