

**Budget Hearing and Regular Council Meeting Minutes  
June 7, 2023**

The budget hearing and regular meeting of the Arlington City Council was held on June 7, 2023, in the Council Chambers of the Municipal Building and via telephone conference.

**Presiding:** Mayor Jeffery Bufton.

**Council Present:** Denise Ball, Marshall Swope, Jerry Hanan, Matthew Irby, 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:** Julius Courtney, Madilyn Hayter, Chris Jackson, Rita Miciak, David Richter, Jed Crowther and via teleconference, Delaney Watkins.

**Mayor Bufton opened the Budget Hearing at 6:30 p.m.** Mayor Bufton stated the Arlington City Council will conduct a public hearing to discuss the budget for the fiscal year 2023-2024 as approved by the Arlington Budget Committee. The Council will receive comments on proposed uses of State Shared Revenues. Final adoption, appropriating and levying taxes will be completed. There was no public comment. **End of hearing 6:33 p. m.**

**Call to Order:** Mayor Bufton called the regular meeting to order at 6:33 p.m. **Pledge of Allegiance Recited.**

**1. PUBLIC COMMENT**

**Delaney Watkins, Gilliam County** - Delaney stated I am the Enterprise Zone Manager. Mayor Bufton stated the last paragraph of what you sent shows developers get to pick their zone. Delaney stated developers have the option to pick a zone with final approval from the Court. It depends on the project amount, sometimes it benefits a company to choose one over another. Mayor Bufton asked the County has the final decision. Delaney stated it depends on the location.

**David Richter, River's Edge BBQ & Grill** – David asked where can I advertise my business better within the City. I would like to have banners, maybe at the park. I don't want to take from other businesses, I want to highlight my location. Attorney Cleaveland stated posting on City property would be the decision of the City Council. The City doesn't want to show favoritism, it must be cost neutral. PWS Gronquist stated posting at the park is for events only and requires Army Corp approval. Councilor Davidson asked are there any restrictions from ODOT. Attorney Cleaveland stated if it's in ODOT right of way they need to approve it and it must meet City sign code. David stated I have ODOT signs.

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

- a. Approval of Minutes - Regular Meeting May 3, 2023.
- b. Approval of bills as listed.

**Councilor Davidson motioned to approve the consent agenda and the bills as listed, motion seconded by Councilor Irby. Councilors Rayburn and Hanan abstained from the minutes approval, they were absent the May meeting. Motion passed.**

**3. BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES – City Engineer Baird stated I will address four topics:**

- Engineer Baird stated, we completed the Phase 1 Environmental Assessment on the old motel property. This will help with future funding. This is an extensive review. Most of the report is data based information. Nothing was found of significance. You already know about the siding asbestos, mold and waste. No evidence of storage of old tanks underground.
- Engineer Baird stated, regarding the FEMA flood plain map, I have copies. The 100 year flood is contained in the China ditch. For the most part it is dry. The ditch can contain the flood. Engineer Baird went over the map and stated, in a nut shell the City does not have anything to worry about, this is not overly applicable to the City. Councilor Ball asked is the motel property in the flood zone. Engineer Baird stated it is not in the flood plain. Councilor Ball asked can FEMA just change the map. Engineer Baird stated, no this is based upon a lot of science and calculations.
- Engineer Baird stated we are working on the Waste Water Facilities Plant (WWFP). We had an initial work session and our staff toured the plant. We will schedule another work session at the July Council Meeting.
- Engineer Baird stated the ODOT sidewalk grant needs to be spent before the end of July 2023. We need this done so we can apply for the next available grant, I have a plan if the Council will agree to it. I talked to Pete with Brown Construction working on the ODOT sidewalks. Pete doesn't think there will be any problem spending the \$20,000. I would like to complete the small sidewalk section on Main Street in front of the Methodist Church. The entrance to the church off of Main and the High School sidewalks. Brown thinks they can squeeze this in. We would not be bidding the project. Attorney Cleaveland stated please email me to go over specifics. Engineer Baird stated time is of the essence for this work to be completed. Councilor Ball asked where we are with our water rights and permit. Engineer Baird stated we submitted the draft to the State, they provided comments and we have to address them. That is probably about two (2) months out.

**4. Sewer Ordinance – Sewer line Repairs and Maintenance Discussion –** Attorney Cleaveland stated I have a handout of other Municipalities policies and procedures. Attorney Cleaveland briefly went over the handout. Attorney Cleaveland stated our code while it is subject to interpretation, it does say the property owner is responsible for the sewer from their home to the main line. You can amend the Ordinance or create a policy. It is up to the Council it is done different ways in different jurisdictions. Councilor Davidson asked does anything in the Ordinance prevent someone from digging up the street. Attorney Cleaveland stated notification and a permit is required from the Sewer Supervisor. Anyone digging in right of way will need a permit. Engineer Baird stated as a City Engineer for many Eastern Oregon Cities, many Cities are responsible for the sewer from the property line to mainline just like the water. Attorney Cleaveland stated that doesn't mean the City is financially responsible. Mayor Bufton stated we are having this discussion so this is fair and equitable for everyone as much as possible. I would like for everyone to review this information and we will continue the discussion at the July meeting.

**5. COUNCIL ACTION**

- a. Pacific Power – Franchise Renewal – Moved to the July Agenda.
- b. Ordinance 435 – An Ordinance Consenting to Annexation of Territory Legally Described as Parcels 1 and 2 of Partition Plat 2003-01 and Annexing the Territory into the City of Arlington. Mayor Bufton stated this is now open for Public Comment. There was no public comment. Attorney Cleaveland read the Ordinance by Title only. Mayor Bufton called for a motion. **Councilor Davidson motioned to have the first reading of Ordinance No. 435 by title only, motion seconded by Councilor Swope. Motion Passed unanimously.** Attorney Cleaveland read Ordinance No. 435 by title only. Mayor Bufton called for a motion **Councilor Davidson motioned to accept the first reading of Ordinance No. 435 by title only and have a second reading, motion seconded by Councilor Rayburn. Motion Passed unanimously.**

Attorney Cleaveland gave a second reading of Ordinance No. 435 by title only. Mayor Bufton called for a motion. **Councilor Davidson motioned to accept the second reading of Ordinance No. 435 by title only, motion seconded by Councilor Ball. Motion Passed unanimously.**

- c. Resolution No. 735 Adopting 2023/2024 Budget, making Appropriations, Levying Taxes and Categorizing Taxes **Councilor Irby motioned to approve Resolution No. 735 Adopting 2023/2024 Budget, making Appropriations, Levying Taxes and Categorizing Taxes, motion seconded by Councilor Hanan. Motion passed unanimously.**
- d. Resolution No. 736 Declaring the City's Election to Receive State Revenues **Councilor Ball motioned to approve Resolution No. 736 Declaring the City's Election to Receive State Revenues, motion seconded by Councilor Swope. Motion passed unanimously.**
- e. Resolution No. 737 Resolution to Raise Utility Rates – Mayor Bufton stated we will now accept public comment about utility rate increases. There was no public comment. **Councilor Irby motioned to approve Resolution No. 737 Resolution to Raise Utility Rates, motion seconded by Councilor Hanan. Motion passed unanimously.**
- f. Resolution No. 738 Volunteer Resolution - Extending Workers' Compensation Coverage **Councilor Rayburn motioned to approve Resolution No. 738 Volunteer Resolution – Extending Worker's Compensation Coverage motion seconded by Councilor Davidson. Motion passed unanimously.**
- g. Resolution No. 739 Resolution Re-Designating The Gilliam County Enterprise Zone **Councilor Ball motioned to approve Resolution No. 739 A Resolution Re-Designating The Gilliam County Enterprise Zone, motion seconded by Councilor Rayburn. Motion passed unanimously.**

## **6. COUNCILOR REPORTS**

- Councilor Davidson – A gun range adjoining property owner would like a disc line ran across the top. He was concerned there is no fire protection at the shooting range. Also who is liable for damage? The City or the Lions Club? Mayor Bufton stated those are all good questions. The Fire Chief talked about mowing the west side of town. PWS Gronquist stated the Fire Chief was supposed to mow.
- Councilor Rayburn – I attended The League of Oregon Cities public records requests, retention, and public meeting law training. I highly recommend going.
- Councilor Hanan – no report.
- Councilor Irby – The basketball hoops are up and the court will be painted at the end of the month. A sidewalk along the beach to the Veteran's Memorial would be great. Engineer Baird stated since it's on Corp property that will be difficult. Mayor Bufton asked would the Corp look at it. It would be handicap accessible.
- Councilor Swope- no report.
- Councilor Ball – A pilot friend wants to know if he can put sterilant on the middle 50 feet of the runway. This will cut down on mowing. Councilor Davidson stated sterilants go down in the winter, UV rays are bad for sterilants. Councilor Ball asked did we get the Veterans Memorial flag situation straightened out. I understand the America Flag was flying and we did not have a way to get to the other flags. Councilor Swope stated Jeff, Julius, and I have been working on that. K'Lynn is supposed to contact Jeff to get the flags out.
- PWS Gronquist – No report.
- Attorney Cleaveland – No report.
- Recorder Kari Hayter – The next regular meeting is scheduled for July 5<sup>th</sup>, it's a Holiday week. **The consensus of the Council was to have the July meeting on July 12<sup>th</sup>.**
- Mayor Bufton – No report.

Executive Session opened at 8:02 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 at 8:20 p.m. Mayor Bufton stated no decisions to be made. Regular meetings closed at 8:21 p.m.

Denise Ball

Denise Ball, City Council President

Kari Hayter

Kari Hayter, City Recorder