

**Regular Council Meeting Minutes
March 8, 2023**

The regular meeting of the Arlington City Council was held on March 8, 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, Kayla Rayburn and Mark Davidson.

Council Absent: Jerry Hanan.

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

Guests: Jed Crowther, Rita Maciak, Leah Shannon, Chris Jackson, Pat Shannon, Tammy Birkeland, Deputy Walker, Deputy Burdick, and Rod McGuire.

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

Pledge of Allegiance Recited

Mayor Bufton stated the agenda has been amended to include item 4. d., Enterprise Zone, Remain Co-Sponsor.

1. PUBLIC COMMENT

Rod McGuire: Rod stated The Woolery Project is sponsoring a community gathering event March 21st at the Gronquist Building. The guest speaker is Brad Baird. The flower basket sale is April 28th, we would like to use the parking lot. **The Consensus of the Council was for Rod McGuire to use the parking lot for the flower basket sale.**

Tammy Birkeland: Tammy stated I would like snow removal to occur regularly during the time of commute, around 5:50 a.m. Mayor Bufton stated the crews are doing their best to keep the main arteries clear. We need our crews to be safe. Snow removal is provided as a courtesy to Arlington residents.

Leah Shannon, Waste Management: Leah gave an up-date on the municipal waste landfill and WMRE Plant. Leah stated we anticipate breaking ground during the third quarter on a renewable gas facility. Landfill gas will become renewable energy and our emission will go to nothing with our air permit.

Deputy Walker, Gilliam County Sheriff's Office: Deputy Walker stated Lt. Flory and Sheriff Bettencourt are out of town; they asked me to report on their behalf and answer any questions the Council might have. Deputy Beard is home and doing well. Sheriff Bettencourt will have a statement regarding Deputy Beard when he returns.

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

a. Approval of Minutes - Regular Meeting February 8, 2023.

b. Approval of bills as listed.

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

3. MARK SEDER, SEDER ARCHITECTURE & URBAN DESGIN – Recorder Hayter stated Mr. Seder was unable to attend the meeting tonight. Mr. Seder will begin working on the Downtown Master Plan and would like to

meet with the Council and Stakeholders on Monday April 3, 2023 at 4:00 p.m. for the first Visioning Meeting. **The Consensus of the Council was to have the first Visioning Meeting on Monday, April 3, 2023 at 4:00 p.m.**

4. **COUNCIL ACTION**

- a. Krebs Livestock, LLC Grazing Lease: Attorney Cleaveland stated he spoke to Maureen Krebs and defined the grazing season as March 1, 2023 to June 30, 2023. The second concern was the language about “unsuitable for grazing” Maureen clarified that language, it refers to the City taking action and developing the land making it unsuitable for grazing. The third item was a 30 day written termination, since the grazing period was defined, we didn’t need to change the 90 day notice. **Councilor Irby motioned to approve the Krebs Livestock, LLC Grazing Lease, motion seconded by Councilor Swope. Motion passed unanimously.**
- b. Appoint Arlington Public Library Board Member: Mayor Bufton stated the Arlington Public recommends the Council appoint Kari Keown to the Library Board. **Councilor Rayburn motioned to appoint Kari Keown to the Arlington Public Library Board, motion seconded by Councilor Ball. Motion passed unanimously.**
- c. Resolution NO. 734 A Resolution of the City of Arlington Amending Water Turn-on Fees: Mayor Bufton stated there is a need to amend the water turn-on fee to cover the administrative costs of such requests. Superintendent Gronquist stated we have repeat requests to turn water off and on due to maintenance neglect. **Councilor Davidson motioned to approve Resolution 734 A Resolution of the City of Arlington Amending the Water Turn-on Fees, motion seconded by Councilor Ball. Motion passed unanimously.**
- d. Enterprise Zone, Remain Co-Sponsor: Attorney Cleaveland stated an Enterprise Zone allows for incentives for companies to come in and set up shop. Typically these companies get tax breaks, in exchange you get jobs and an economic advantage you do not currently have. Recorder Hayter stated the City was previously a Co-Sponsor, at this time, Gilliam County needs a consensus that the City would like to remain a Co-Sponsor. **The Consensus of the Council was to remain a Co-Sponsor of the Enterprise Zone.**

5. **BRAD BAIRD, ANDERSON PERRY & ASSOCIATES:** Engineer Baird stated I have four items to discuss.

- The original designer completed the WasteWater plant tour. It is a good plant that is working and treating WasteWater; due to its age, there are a few issues. The head work screen is not functioning, UV light disinfectant is struggling due to age and it is difficult to find replacement parts, some of the blowers need to be replaced and controls need to be up-graded. It would be beneficial to modify the sludge removal process. Mayor Bufton stated are there any grants available for these repairs. Engineer Baird stated yes, we’ll look at this in more detail at the next WasteWater Facilities Plan Workshop.
- I have a scope work for the Phase 1 Environmental study for the Motel Property; there are standards we have to meet to complete the study. We will interview prior owners, conduct a site tour, and extensive research of all published data bases both State and Federal. We will check on underground storage tanks to make sure the site is not contaminated. This is a good exercise to assist with grant applications. The cost to do the Phase 1 is \$6,000. Councilor Ball stated this doesn’t include soil sample, does this mean we need to do a Phase 2. Brad stated, no we already did the asbestos study. **The consensus of the Council was for Anderson and Perry to perform the Phase I Environmental study.**
- Engineer Baird distributed a MEMO and map regarding Columbia View Estates. Engineer Baird gave a brief over view of each. The MEMO and map will be discussed further at the Joint Work Session with the Planning Commission.
- Engineer Baird stated grants are available to Cities for Industrial Lands through the State of Oregon funding program. Grant amounts range from \$25,000 to \$100,000. The City could apply for a grant to research getting Columbia River water up to the Industrial property. I don’t think the grant requires a match. Mayor Bufton stated I think we should purse this grant. Engineer Baird stated a competitive grant would be \$35,000 to \$40,000. **The Consensus of the Council was for Engineer Baird to purse the grant in the \$40,000 range.**

6. COUNCILOR REPORTS

- Councilor Davidson – I met with the State Fire Marshall about the fire hydrant at the trailer park. The fire hydrant appears to feed off the trailer park line. The City deems it is not our fire hydrant. The Fire Marshall deems the hydrant needs a repair and annual service. If the land owner refuses to fix we can deny any additional trailers in the park. How does the City want the Fire Marshall to proceed? **The Consensus of the Council was for the Fire Marshall to issue a citation to the owner of 475 Shane Drive.** I looked at the tractor, it is in good condition. Per the internet, the value in working condition is between \$8,000 and \$10,000. To sell as is the minimum bid should be \$3,000. **The consensus of the Council was to surplus the tractor with a minimum bid of \$3,000.**
- Councilor Rayburn – I attended the joint County meeting; it was a good discussion on housing and daycare. I encourage the Councilors to attend the next joint session.
- Councilor Irby – Cement for the basketball court is a month out.
- Councilor Swope- There has been some vandalism at the shooting range, I am not sure about the solution.
- Councilor Ball – No report.
- Public Works Superintendent Gronquist –DryJet will be at the golf course April 6th. We hired a new Public Works employee.
- Attorney Cleaveland – No report.
- Recorder Kari Hayter – The Statement of Economic Interest filing period is March 15 to April 15. Last year we mailed the Weed Abatement on April 1st and gave 30 days to clean up property. How does the Council want to handle Weed Abatement for 2023? **The Consensus of the Council was to send the Weed Abatement Notice April 1, 2023 and give 30 days' clean up.** The Joint Work Session between the Council and Planning Commission is Thursday, March 16, 2023 at 6:00 p.m. The Budget Workshop is Wednesday, March 29th at 6:00p.m.
- Mayor Bufton – No report.

Executive Session opened at 7:48 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 8:11 p.m.

Regular meeting closed at 8:12p.m.



Jeffery Bufton, Mayor



Kari Hayter, City Recorder