



Minutes
City of Irrigon Council Meeting
August 20, 2024 – 6:00 PM
Irrigon City Hall – 500 NE Main Ave
Irrigon, OR 97844

- Call to order/Pledge/Roll Call

Mayor Michelle Patton called the meeting to order at 6:00 PM and led in the Pledge of Allegiance.

Councilors present: Mayor Michelle Patton, Mayor Pro-Tem Benji Calvert, Councilor Daren Strong, Melvin Lamber, Marlina Avila-Serratos, and Heather Bishop.

Staff present: City Manager Aaron Palmquist, Carla McLane of McLane Consulting, and Trista Seastone City Clerk.

Audience Present: John Bass, Barbara Hulse and Ruth Bostick.

Zoom: None

- **Mayors Comments**

Mayor Michelle Patton reminded everyone that the Irrigon Farmer's Market only has one more week and will close until next season. Patton stated the Fourth Street paving project is complete and the street looks amazing. The city has received numerous compliments on the improvements the city has made recently. Mayor Patton was excited to announce that the State Parks Advisory Committee has recommended approval of Irrigon's splash park concept. This means that we now need to wait for the formal award of the 1-million-dollar grant for the Irrigon Splash Park by Oregon Parks Commission on September 18, 2024. Design and bidding hopefully to take place in 2026.

1. **Public Comment – Maximum 3 minutes/per person/per topic. A maximum of 30 minutes maybe be allotted for the public comment. This is the time provided for individuals wishing to address the council, at their discretion. Multiple items on the same topic need to be combined through one speaker. Please email clerk@ci.irrigon.or.us your comments or questions by 4:00 PM of the meeting date so that the mayor and council can hear your comment or question.**

Barbara Hulse asked if someone could provide her with a detailed list of equipment that the construction company, utility company or city have left to be placed in front of her home. Hulse states that she has several utility boxes, signs, etc. that are in front of her home, and she does not understand why everything must be placed in front of her house. Barbara stated that she would like a 6-foot fence to put in front of her house, so she doesn't have to look at it. Hulse stated that every time she turns around there is someone else on her property or in front of it. Barbara stated there is a highway all the way to the Family Dollar for signs, poles and utility boxes to be placed, and doesn't understand why it is in front of her house.

Mayor Patton advised Barbara that she is on a main highway through the middle of town and all the utility boxes, signs and poles are placed appropriately. Staff added that there should not be any further items to be placed in front of the residence.

Ruth Bostick addressed the council and asked who owns the property next to her and when will she be getting her fence? Staff replied to Bostick that the property she is inquiring about is owned by the City of Irrigon and is the site of the future incubator building. There will be a 6-foot fence placed between the properties, however that will not happen until the RFP goes out and a bid is accepted by the council. The bid will include this fence project and will therefore be included in the total price of the project. Ruth insisted that she wants a chain link fence, and it will be less expensive for the project. Staff stated a wooden fence with metal posts will be installed. Councilor Heather Bishop asked Ruth Bostick if there was a particular reason she would like a chain link fence vs. a wood fence? Ruth stated that she feels they are less expensive to install and have little upkeep. Bishop pointed out that the cost of installation would be part of the bid process and future maintenance would fall on the city. Council members commented that for privacy, chain length fencing would not be a good option. Staff reiterated the fence will be wood.

There were no further public comments.

2. ***Consent Agenda (The Consent Agenda allows the Council to approve all items together without discussion or individual motions. Councilors can request an item to be removed for later in the meeting and discussion)**

- a. Approval of Minutes July 16, 2024
- b. City Manager Report and Staff Updates
- c. Accounts Payable
- d. Law Enforcement
- e. Municipal Court
- f. Correspondence

Councilor Melvin Lambert moved to accept the Consent Agenda as presented.

Councilor Daren Strong seconded the motion.

There was no discussion.

Motion passed unanimously.

3. ***LOC 2024 Legislative Agenda Priority Votes**

The City Council was provided the Legislative Agenda Priority List and a brief explanation of each topic in the city council packet for their review. Staff then took all 35 topics considered important to each councilor and chose the most common topics to create a list to be submitted to the LOC.

- Infrastructure Funding
- Behavioral Health Enhancements
- Address Energy Affordability Challenges from Rising Utility Costs
- Resilient, Futureproof of Broadband Infrastructure and Planning Investment
- 2025 Transportation Package
- Operator – In – Training Apprenticeships

These will be priorities for the League's 2025-2026 legislative cycle. Each city gets five total votes, however there was a tie and staff stated six would be sent in.

Councilor Heather Bishop moved to approve the priorities as discussed and noted.

Councilor Benji Calvert seconded the motion.

There was no further discussion.

Motion passed unanimously.

4. ***Title 1 Lexipol Law Enforcement Policies Ord 259-23 – Second Read**

Ordinances come before the council twice if the document is not available at least seven (7) days prior to the first reading. This document has been previously approved by the City Council and has been reviewed by LEXIPOL, this is the second read.

Policies have been reviewed by LEXIPOL and they have confirmed the ordinance is following federal, state and law enforcement industry practices. LEXIPOL has made sure that City of Irrigon has the correct legal and appropriate policies. Staff recommended the adoption of ORD 259-23.

Councilor Melvin Lambert moved to adopt Ordinance 259-23 as presented being finalized policies as presented by Lexipol.

Councilor Benji Calvert seconded the motion.

Councilor Benji Calvert asked staff if the policy manual would ever be available online. According to City Manager Aaron Palmquist, it would not go online, however, the document is available at City Hall.

Councilor Calvert asked when a policy is updated, is it removed and updated? Aaron Palmquist said yes, and former policies are kept. Calvert then asked who is notified when there are updates and changes? Per Aaron Palmquist he is the only one that is notified.

There was no further discussion.

Motion passed unanimously.

5. ***Resolution 24-09 House Bill 1530 Infrastructure Project Administered by Business Oregon**

The State Legislation under House Bill 1530 awarded the City of Irrigon \$1, 705,000 to assist the city in infrastructure and housing for Molly I and NW Columbia project. The funds have been awarded, but part of the acceptance process requires the council to sign a resolution for disbursement of the funds. The resolution was included in the council packet.

Councilor Benji Calvert moved to adopt Resolution 24-09 as presented.

Councilor Melvin Lambert seconded the motion.

There was no discussion.

Motion passed unanimously.

6. ***Resolution 24-10 Supporting Special Districts**

Recent negotiations regarding the ASA contract between Morrow County Health District (MCHD) and Morrow County Board of Commissioners was discussed with cities, all special districts within Morrow County should be shown support by the cities they serve. Adopting this resolution that is written in support for all special districts, acknowledges each special district and what services and opportunities they provide the community.

Councilor Benji Calvert moved to adopt Resolution 24-10 as presented.

Councilor Daren Strong seconded the motion.

There was no discussion.

Motion passed unanimously.

7. ***Resolution 24-04 Amended UEC Food Pod Funding Loan Opportunity**

The City Council previously accepted loan funding up to \$390,000.00. Resolution 24-04 Amended is to provide clarification and updates to the loan process. The amended resolution outlines the details of the full loan amount from two different sources. The amounts meet the previously approved limit with an estimated loan amount with the approved limits and projects.

Noteworthy items are:

- No loan draws will take place until the city council accepts and awards the perspective contractor. This is estimated to happen in December or January 2025.
- Each loan amount will be drawn separately as required.
- It is estimated that a supplemental budget will be needed this fiscal year but will take place when a contract is awarded for the project and of how many resources will need to be borrowed this fiscal year.
- There will be no early pay off penalty. Staff will be closely monitoring as CREZ funds are received to ensure timely paybacks.

Councilor Daren Strong moved to accept Resolution 24-04 Amended as presented.

Councilor Heather Bishop seconded the motion.

No discussion.

Motion passed unanimously.

8. ***Purchase of a Vac Truck**

The city uses multiple pieces of equipment to complete a job that one piece of equipment has the capabilities of doing. Public Works may have to use the backhoe, small jet trailer, and the pumper truck to complete one job. Staff have researched the cost of new equipment and found costs in the range of \$600,000 to \$1,000,000, however, staff recently had a contractor doing local work and were informed that their own Vac Truck would soon be on the market for purchase. The contractor stated a 2008 Vac Truck had maintenance every 200 hours, 13,719 hours on it, and 239,200 miles. The contractor stated the Vac Truck would have a price tag of \$40,000. Having a Vac Truck would greatly reduce the potential of damage and breaks to existing underground infrastructure (water and sewer, phone lines, etc.) A Vac Truck jets water to cut through dirt and simultaneously vacuums it up within a small area or hole.

Areas of consideration are:

- Safety
- Time
- Cost savings (maintenance, insurance)
- Being without equipment during repairs

Equipment currently owned by the city that is recommended for disposal is the jet trailer and large pumper truck. There are other cities that have expressed interest in purchasing these items, however, no price has been discussed at this time as this action would be brought back to the council at a future meeting to fulfill notice requirements.

Resources are set aside for the purchase of a 1- ton vehicle in the amount of \$90,000 and this purchase of \$40,000 would be half that amount. Staff stated that the city would continue setting aside funds to replenish for the 1-ton purchase later.

Councilor Heather Bishop moved to authorize the purchase of a Vac Truck as presented and use funds as specified from CIP saved resources in the of \$40,000.

Councilor Benji Calvert seconded the motion.

Councilor Calvert asked staff if there was any idea on how much the city would have saved prior to purchasing?

Staff stated that there was no figure at the present time to share with the council.

There was no further discussion.

Motion passed unanimously.

9. Employment Land, Strategies Plan – Information/Discussion

Carla McLane of Carla McLane Consulting, LLC was present at the city council meeting to discuss a possible development project on some property just east of Irrigon. A memorandum written by McLane was included in the city council packet for review. The memo outlined land that has the potential of being used for bringing in light industrial businesses to Irrigon. Irrigon has done well working with builders to increase the housing availability in Irrigon, and the next step to enhance the city would be to bring in some new businesses and have larger land available to do so.

After listening to the presentation by Carla, Mayor Patton addressed staff and Carl McLane and asked for a more detailed plan to be brought to the October 15, 2024 council meeting. The council is interested in a pros and cons list, including examples of types of industrial businesses, and a more comprehensive mapping of the potential land available and the surrounding area.

Carla McLane stated that she would be able to do another presentation with the details requested and will bring it to the October 15, 2024, meeting.

Informational only, no vote required.

10. Items for future Council meetings:

- ODOT ADA IGA – September 2024
- Ordinance 260-23 “Camping and Homelessness” – TBD
- Boards and Commissions (Irrigon Code) – TBD

- Development Code – On going
- Public Contracting & Purchasing Policy – TBD

Adjournment:

Councilor Melvin Lambert moved to adjourn the meeting at 7:42 PM.

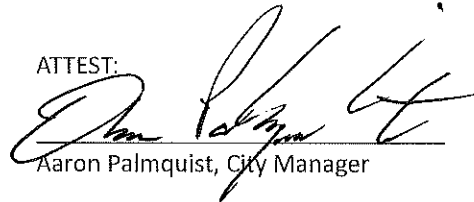
Next regular meeting is scheduled for: September 10, 2024

Minutes prepared by: City Clerk Trista Seastone

Signed:


Michelle Patton, Mayor

ATTEST:


Aaron Palmquist, City Manager