



Minutes
City of Irrigon Council Meeting
September 17, 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, Hector Cano, Heather Bishop, Daren Strong, Melvin Lambert and Marlina Avila Serratos.

Prearranged absence: Mayor Pro-Tem Benji Calvert

Staff present: City Manager Aaron Palmquist and City Clerk Trista Seastone

Audience present: Ruth Bostick, Barbara Hulse, Tom Roberts, Jon Bass and Evan Purves

Zoom participants: None

Mayors Comments:

Mayor Patton stated that she would be dropping off forms to the local schools for the annual “If I were mayor for the day” essay contest. This is a great opportunity for students from grades 1-12 to express what they would do as mayor, changes they would make, etc. Winners have a chance to go to a League of Cities meeting with Mayor Patton and a few other treats. Patton also discussed another contest that is being passed out to not only schools but is offered to all the residence of Irrigon. To rebrand the City of Irrigon a form can be completed and returned to City Hall. Mayor Patton welcomed the city’s first intern Evan Purves. Evan is a senior at Irrigon High School and has a desire to learn more about local government. This internship will assist Evan in fulfilling some requirements to graduate and assist him in gaining experience in government.

Mayor Patton wanted to thank Public Works staff for assisting in the clean-up of the parking lot located behind the Shell Gas Station and Rustic Truck restaurant. The parking lot had become littered with semi-trucks and trailers that were using the lot as long-term staging, making it nearly impossible for cars to access businesses and making it difficult for emergency vehicles to pass through if needed. City workers assisted in cleaning up overgrown brush, garbage and dismantled tents, tarps, outside shower and mattresses. These items were tucked within the parked semis and were not visible unless you were walking up behind them. City Code Enforcement assisted in tagging the trucks with warnings to move, signage was posted and the lot cleared out within a couple days. It was decided between management of the Shell Station and the Rustic Truck that there would be five (5) spaces allotted for semi-trucks that belong to residents inside city limits that are drivers using the lot as a temporary staging. Drivers will complete applications that are currently available at City Hall and a permit will be issued and displayed by the driver.

Michelle reminded council members and community members that she would be attending the League of Cities (LOC) conference from October 16-19th.

1. **Public Comment - Public comment – Maximum 3 minutes/person/topic. A maximum of 30 minutes may 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 requested papers that she stated were signed 10 or more years ago regarding properties zoned residential to commercially zoned. Barbara stated that she was requesting to rebuild her home that burned down in 2023 and stated she had been advised that she would not be able to rebuild a residential home as the property is considered commercially zoned after her fire. Any new development would have to be a business but could have a living quarter above it. City staff responded stating that it might be worthwhile to talk to a developer about the cost of such a building, a way that could be lucrative for owner Barbara Hulse. Hulse also asked staff for advice on having an abandoned vehicle that had been left on her property. She stated that she had spoken to Code Enforcement and was under the impression it was being taken care of for her. Staff responded that the appropriate information on how to proceed would be forwarded to Hulse to follow through with.

Ruth Bostick asked the council if their microphones were working and that she was having a hard time hearing their responses and conversations. City councilors moved their microphones closer.

There were no further comments from the public.

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

- a. Approval of Minutes – August 20, 2024
- b. City Manager Report and Staff Updates
- c. Accounts Payable
- d. Law Enforcement
- e. Municipal Court
- f. Correspondence

Councilor Heather Bishop moved to accept and approve the Consent Agenda as presented.

City councilor Daren Strong seconded the motion.

Regarding the Sheriff Report enclosed in the council packet, Bishop asked staff if the nuisance calls in the report were from the same caller that was brought to the attention of City Council at the August meeting. Staff responded and stated that the date of the letter sent to the resident and the reports made were made prior to the letter being received.

There was no further discussion

Motion passed unanimously

3. ***Final Acceptance for Safe Routes to School (SRTS) Project "#SRT23-05G001-T110420"**

The Safe Routes to School (SRTS) project is complete. Staff and J.U.B Engineers, the City Engineer of record, have recommended accepting the agreed contract requirements. Staff recommended accepting and authorizing the mayor to sign documents as needed.

City Councilor Melvin Lambert moved to accept the project as presented by J.U.B Engineers and authorize the mayor and city manager to sign accordingly.

Councilor Heather Bishop seconded the motion.

Councilor Hector Cano asked staff about the flashing school lights at A.C Houghton, stating that there needed to be more lights to warn drivers it was a school zone, and drivers need to slow down. Staff stated that it was being worked on with ODOT.

There was no further discussion

Motion passed unanimously

4. ***ODOT IGA for US 730 ADA Curb Project**

The Intergovernmental Agreement (IGA) was provided in the city council packet for review. The IGA outlines ODOT and the City of Irrigon's responsibilities with and through the design and construction of the ADA Curb project.

City Councilor Daren Strong moved to authorize the Mayor and City Manager to sign the ODOT IGA as presented.

City Councilor Heather Bishop seconded the motion.

There was no discussion.

Motion passed unanimously.

5. ***Easements for ODOT US 730 ADA Curb Project**

The easement agreements with ODOT for ROW both permanent and temporary were provided in the council packet for review. The easements will provide ODOT temporary ability to work within the areas as noted and provide permanent easement to ODOT to maintain the installed ADA curb ramps. Permanent easements will be drafted following the final design and construction of the ADA ramps on the North side of US 730.

City Councilor Melvin Lambert moved to approve the easement agreements and authorize the mayor and city manager to sign.

City Councilor Heather Bishop seconded the motion.

There was no discussion.

Motion passed unanimously.

6. *League of Cities Foundation Support Request

The formal letter requesting donation from the League of Cities (LOC) was provided in the council packet for review. LOC is requesting donations from cities to assist in providing scholarships for those members that may need financial assistance to attend conferences such as the LOC Annual Conference, Oregon Mayors Conference and the LOC Spring Conference. Funds would also assist in training programs which include in person events, hybrid events and webinars.

City Councilor Daren Strong moved to approve \$250.00 to support the LOC Foundation which in turn assist local cities and their respective representatives on training opportunities.

City Councilor Melvin Lambert seconded the motion.

There was no discussion.

Motion passed unanimously.

7. *Utility Easements with Stokes Senior Center and Burres Properties (NW Columbia Lane)

A description of utility easement locations for city water and sewer, were included in the council packet for review. The utility easements would allow infrastructure to go across the Burres property 5 feet, and Stokes Landing Senior Center 15 feet. The city attorney is finalizing the documents to make sure correct and legal descriptions are noted. Both property owners have formally agreed to the proposed easement.

City Councilor Heather Bishop moved to approve the utility easement.

City Councilor Melvin Lambert seconded the motion.

There was no discussion.

Motion passed unanimously.

8. *Resolution 24-11 Adjusting Accounts Receivables on Utility Accounts

Specific account information was provided to councilors in their packet for review. These accounts were reviewed by staff to see if there was any further collection action that could be taken on unpaid account balances. Balances are uncollectable as they were not included in a lien search when property was sold.

City Councilor Melvin Lamber moved to adopt Resolution 24-11 as presented and discussed in adjusting and writing off certain accounts in the amount of \$205.77.

City Councilor Daren Strong seconded the motion.

There was no discussion.

Motion passed unanimously.

Items for future council meetings:

- Employment Land, Strategies Plan – October 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 6:34 PM.

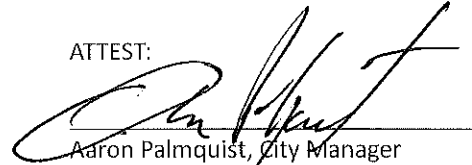
Next regular meeting is scheduled for October 15, 2024.

Minutes prepared by: City Clerk Trista Seastone

Signed:


Michelle Patton, Mayor

ATTEST:


Aaron Palmquist, City Manager