



Minutes
Irrigon City Council Meeting
November 19, 2024 – 6:00 PM
Irrigon City Hall - 500 NE Main Avenue

- The meeting was called to order at 6:00 pm.

Mayor Patton led in the Pledge of Allegiance.

Councilors present: Mayor Michelle Patton, Mayor Pro-Tem Benji Calvert, Melvin Lambert, Daren Strong, Heather Bishop, Hector Cano, and Marilina Avila-Serratos.

A quorum was present.

City Staff present: City Manager Aaron Palmquist, Finance & Administrative Director Amanda Ferguson, City Intern Evan Purves and City Planning Consultant Carla McLane of McLane Consulting.

Audience present: Councilor Elect Thomas Roberts, Barbara Hulse, Chad Bishop and Ruth Bostick

- Mayor's Comments

Mayor Patton reminded everyone of the Annual Christmas Tree Lighting Event on December 1, 2024. There will be a Christmas bazaar from 9:00 am to 3:30 pm, petting zoo from 1:00 pm to 3:00pm and cookie decorating with Santa from 1:00pm to 3:00pm. The Christmas tree lighting will be at 5:00pm.

The City Manager is working with other entities on the details for a warming station. The times and availability will be forthcoming.

Last month she was absent from the city council meeting due to attending the League of Oregon Cities Annual Conference in Bend partaking in their training and networking with other mayors, councilors, and staff from cities across the state.

The fire station is planning on doing their annual Christmas basket.

The Giving Tree will be going up within the next two weeks, the city is waiting for names to be turned in.

A thanksgiving meal will be served at the Irrigon Senior Center in Irrigon on Thanksgiving Day from 2:00pm to 3:30, with a pickup option from 12:00 to 1:30 pm. Meal tickets will be available at the Senior Center and Irrigon Food Bank or by contacting via Facebook. Also, doors open at 10:00am with games and puzzles.

1. Public Comment

Barbara Hulse protested against making anymore industrial lands in Irrigon. She has heard rumors of such and she is against it.

Tom Roberts praised the Irrigon Chamber of Commerce for the dinner that was put on for local emergency responders. Geer prepared fabulous food and it was great to get to know people from other agencies.

2. * Consent Agenda

A neighborly community providing safe services, developing innovative partnerships, focusing on quality and life-giving opportunities
An Equal Opportunity Organization

- a. Approval of Minutes – October 15, 2024
- b. City Manager Report and Staff Updates
- c. Accounts Payable
- d. Law Enforcement
- e. Municipal Court
- f. Correspondence

Councilor Bishop moved to accept and approve the consent agenda as presented. Councilor Calvert seconded the motion.

There being no discussion, votes were taken and motion passed unanimously.

3. Employment Land, Strategies Plan Update– Carla McLane

Carla McLane updated the city council on the activity taken place since last city council meeting in regards to employment lands. She and city manager Aaron Palmquist had a productive meeting with individuals at the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) discussing what the process might look like and what their expectations would be in the process of creating additional employment lands in Irrigon. A clear path was not accomplished but there was some good news that came out of the conversation. Since Irrigon has not done an Economic Opportunities Analysis (EOA) previously, Irrigon may not need one now. The conversation will be continued to better determine what would be needed to address both employment lands and housing needs.

ODOT will need to have a Traffic Impact Analysis (TIA), any access to industrial lands will impact Highway 730, an ODOT facility. The TIA will have actions needed and then the developer will have to work with ODOT and the City of Irrigon to complete those actions.

The cost estimates are as follows: Economic Opportunities Analysis by itself \$50,000, Economic Opportunities Analysis with Housing Needs Analysis \$100,000, Traffic Impact Analysis \$30,000 and local planning assistance \$20,000 for a total estimated cost of approximately \$150,000.

In December, Carla plans to have a task list and a better understanding of landowner components.

Palmquist added that there will be no tax dollars used for these analyses. He is planning on going after other grant sources for the costs.

A town hall meeting with all stakeholders, specifically landowners, was discussed.

The process was explained as preliminary work first, then consultants conduct the analyses and then the land use processes will be followed with two public hearings and possible open house events.

4. *Irrigon Cross Connection Control Program

As part of the Irrigon Municipal Code, Title 8 (8-1-15) as adopted in Ordinance Number 104 (6-10-1986) the City of Irrigon is to have a clear and active Cross Connection program. This requirement as outlined and managed in accordance with Oregon Health Authority (OHA) requirements, is needing updated and adopted by the City Council.

City staff and JUB Engineers (City Engineer) have been working on this program as noted in the latest OHA review and inspection. Irrigon has a staff member in public works who manages the program. However, any private testing of back-flow devices is administered through a third party. This city also has multiple devices and uses an independent party for annual testing, ensuring that city water maintains safe drinking standards.

Councilor Lambert moved to accept and approve the Irrigon Cross Connection Control Program as presented by J-U-B and notification be made to OHA with postings made to the website accordingly. Councilor Strong seconded the motion.

Motion passed with anonymous vote.

5. *Quotes for Lift Station Generator (SB1530 Infrastructure Project)

Romtec failed to meet and sign the documents of agreement for the lift station generator that is part of the SB1530 Infrastructure Project, approved at last city council meeting.

The back-up generator is a required piece of this infrastructure project. Therefore, in accordance “Intermediate procurement” under ORS 279B.070 the solicitation took place for procurement of this item.

Staff recommends acceptance of JUB Engineers recommendation of the Generator and ATS acceptance for the – Advanced Lift Station Project to Western States Equipment Company for \$38,618.00 of the back-up generator.

Councilor Lambert moved for acceptance of the advanced lift station project from Western States Equipment Company of \$38,618 for the back-up generator as presented and authorizing the mayor and city manager to sign applicable documents. Councilor Bishop seconded the motion.

Motion passed by unanimous vote.

6. *Ordinance 263-24 Vacating a City Street for Development, Declaring an Emergency

This street has previously been noted as a dedicated right of way (ROW). Historically with state practice and processes, such ROW’s were able to be realigned as part of a new and broader platting process. While “new” streets can be added during the platting process, the state has called for increased clarity on existing ROWs that will be removed, relocated, or reduced in size and length. The New Dream Subdivision, off SE Division Street, is requesting this vacation of the full ROW for a portion of SE Thomas Avenue and a vacation for a reduction in size, as noted on Ordinance 263-24. New actions will then be noted on the future platting maps of a relocated SE Thomas Avenue, to run south of the existing ROW between SE Division and SE Tenth Streets. Additionally, a portion of SE Thomas Avenue, just off of SE Tenth Street will become SE Thomas Lane.

Councilor Calvert moved to adopt Ordinance 263-24 in vacating SE Thomas Street as presented and declaring an emergency. Councilor Lambert seconded the motion.

Clarification was requested for the declaring of an emergency. It was explained that an ordinance needs an emergency clause per City Charter to approve immediately. Vacating a street is part of a replat was not expected in the approval process but now must follow other processes per the state. The replat is scheduled to go to the Morrow County Commissioners at their December 8th meeting.

Motion passed by unanimous vote.

7. Items for Future Council Meetings

- Annual Audit Report –Dec 2024
- Oregon State Parks “Splash Park Grant” Agreement -Dec 2024 / Jan 2025
- Swearing in of Elected Councilors – Jan 2025
- Selection of Mayor – Jan 2025
- Selection of Mayor Pro Tem – Jan 2025

- SB1530 Infrastructure Project –Jan/ Feb 2025
- Food Pod Construction Project Award– Dec 2024
- Splash Park Construction - 2026
- Ordinance 260-23 “Camping and Homelessness” - TBD
- Development Code – On-going

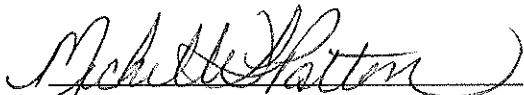
Next Regular Meeting Date – December 17, 2024

Councilor Lambert moved to adjourn the meeting.

Meeting adjourned at 6:39 pm.

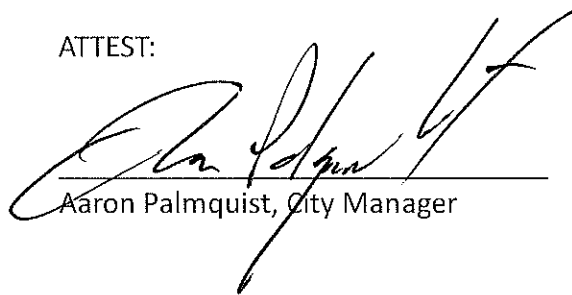
Minutes prepared by Amanda Ferguson.

Signed:



Michelle Patton, Mayor

ATTEST:



Aaron Palmquist, City Manager