

North Powder City Council Meeting
August 1, 2022
7PM New City Hall

Attendance: Mayor John Frieboes, Councilors Justin Wright, Logan McCrae, Vicki Townsend, Joyce Lawyer, and Jeff Grende, City Recorder Beth Wendt, Public Works Rick Lawyer.

Others: Barbara Weeks, Susie Wirkkala, Mike Schoeningh, Jeff & Wynn Nielsen, and Lindsey Thompson. Councilor Mike Morse was absent.

Mayor John Frieboes called the meeting to order. The Pledge of Allegiance was said.

Public Comment: Lindsey commented that the new street banners look good.

Barbara Weeks added that the Fire Department put on a very good meal during the Huckleberry Festival. The Grange also provided an excellent lunch. Set up seemed to go better than last year. Everyone did a good job and she appreciated the work the City employees did on the mud pit.

Agenda: Joyce made a motion to accept the agenda. Jeff seconded. All were in favor.

Minutes: John asked for amendments to the July 5th Council and Executive meetings. Jeff moved to accept the minutes from both meetings. Joyce seconded. Motion carried with 3 in favor. Vicki and Logan abstained as they weren't in attendance of the meetings.

Accounts Payables: Beth noted that \$11,711.27 was paid for bills from the month of June. These bills included \$3978.11 in Wastewater grant bills. Beth handed out amended AP spreadsheets for July. The bills for Box R and City of Union hadn't come in yet. Total bills to date came to \$75,138 which included \$48,905 for the Union Co. Public Works for the SCA Grant Chip Seal project. However, we should be getting an amended bill as they billed for patching that was done and paid for last year and forgot to bill for a few other things. The total cost of the project should be less than the \$70,000 grant. Beth also noted we had a \$600 payment to the DEQ for a penalty settlement. The penalty was almost \$3000 but it was adjusted to \$600 with the Wastewater Project. For the month of July, we should only have \$250 in WW grant bills. Jeff made a motion to pay the bills. Justin seconded. All were in favor.

Library: Susie reported that the Library took in \$713 during the Huckleberry Festival from their yard and book sale. Everything was done by donation. Susie thanked Jeff Nielsen, Cody Wirkkala and Josh Guthrie for their help in setting up and taking things down. She also thanked Logan for his support of the fund raiser.

The Summer Reading Program will come to an end on August 5th.

The last Summer Movie Night will be August 13th.

The Library's fall project will be to organize a story time.

Susie asked if it would be possible to use the old City Hall space for Library storage. They received a large donation of books and audio tapes and have no place to store them. Joyce thought the Library might be getting a big donation from Barbara Campbell for another yard sale. Beth remarked that there is still some stuff to move out of the old office.

Public Works: Rick reported that a 200AMP breaker blow at the Lagoons. He had an electrician look at it and he found some broken wires in the conduit. The electrician will order parts to fix the problem. In the meantime, the aerator is not working.

We had to take an ecoli test to Union as the carrier for Magic Valley got lost and by the time he got to the lab, the temperature of the test got too high. So, in order to get the 2nd test done for the month, we had to take it to Union.

Rick noted that the dosage of the sludge treatment at the Lagoon has been upped. It seems to be working. The sludge level has been reduced from 3.5 feet to 2.2 feet.

We are still struggling with irrigation at the Lagoon. Between cattle and problems with the irrigation system, it is hard to get on a schedule.

In the meantime, Rick has been working on mowing and watering. He added that there are a lot of RVs moving around town. Some may need to get permits.

Huckleberry Festival: Lindsey said there was a great turnout for the Huckleberry Festival. Some of the best input and comments came from Sunday. They raised enough money to make some nice donations to the Food Bank and the Junior Class. The only bad thing was that a couple of the sponsor generators turned up missing. The Haines Stampede donated their dunk tank for the weekend. All-in-all, it was a good weekend and Lindsey was excited for next year.

Ordinance Enforcement: Shawn has been spending about 4 hours a week on Ordinance Enforcement. Beth didn't know how much personal contact he was able to make, but we are getting way behind on writing letters. Shawn takes pictures and sends them to Beth with the address and a note to write a letter. However, this hasn't been working well because by the time Beth is able to verify the address and violation, look up the corresponding ordinance, and write a letter, she has spent at least an hour on each one. Joyce suggested having a council person ride along with Shawn. Jeff wondered if we could go back to giving a sticker/ticket that says first notice of a violation. John felt a letter with more detail was better. Vicki wondered what Shawn's job description was. Beth thought it said he would make the initial contact and if the problem wasn't solved, the City would send a letter, followed by a letter from the attorney. If the violation is still not corrected, Shawn will go back and issue a ticket. John will talk to Shawn and Beth to see if we can figure out something.

Jeff noted that there is still a trailer on the City right-of-way in front of the Harmon's business.

Justin commented that a complaint was made about tall grass in the lot next to the post office. John pointed out that it had been mowed.

Jeff wondered what we do about tall grass on the City right-of-way. Rick commented that the ordinance says the property owner will maintain right-of-ways. However, he has been trying to do some of them but he won't mow if there is a vehicle close. There is a rope across the end of D Street that needs to come down.

Jeff asked about sending a letter about the pile of tires at the end of Center. They are a real fire hazard. John thought we should contact the EPA. Vicky wondered if the Fire Department would enforce burning issues. Logan didn't think they would. Beth asked if the Council was ready to issue a burn ban on barrels. We normally follow the County's lead and so far they have only banned open burning. The Council decided to wait for the County.

Recorder Report: Water overages in July came to \$3023.80. We used 5,682,621 gallons of water which is more than double the amount used in June.

Beth reminded that election filing period ends August 10th so all paperwork must be submitted to City Hall by then.

Mayor's Message: John thanked Shorty Schwehr for his help with getting City Hall moved. He also thanked Ron & Carol Pratt and Dave Hoene for helping Rick paint the parking lines and Jered Kmetec for putting up the handicap parking sign and address numbers.

John noted that the County will bring their street sweeper out some time within the next week or so to sweep the overburden off the new chip seal.

John credited Ruth Frieboes for designing the new banners that are hanging up along 2nd Street. There was an extra banner that will be put at City Hall. He is still working with the school to get plant hangers to go on the opposite side of the poles. The plan is to also get holiday banners and maybe something for the Huckleberry Festival.

John is working on a temporary sign to go up at City Hall where the sign used to be for the fire station. John added that the Dunk Tank was a fun deal for the Huckleberry Festival.

New Business:

Liquor License Renewals: Beth explained that we do this every year. OLCC makes all decisions regarding Liquor Licenses, but the City is allowed to make recommendations one way or the other. However, in order to collect a small licensing fee, City ordinance requires that the public be allowed to provide testimony at a public hearing. Relevant comments have to be regarding the applicant or the business. There were no comments.

2022-2023 SCA Grant: The new Small City Allotment Grant (SCA) applications are due August 31, 2022. Beth is getting ready to submit the final paperwork and payment request for the chip seal for School Bus Route Project. She wondered if the Council would like to submit another grant application. The 5th Street Grant is still open but we are allowed to have up to 2 open grants. We have only received 2 bids for the 5th Street project. Rick suggested a few different places that could use some work. The Council agreed to let John work with Rick and Beth to determine what would be best. Since we never got a third bid John asked if we wanted to go ahead and award the bid. Logan made a motion to award Knife River Construction the bid for paving 5th Street from Center to G Street. Justin seconded. All were in favor.

September Council Meeting: John noted that the first Monday in September is Labor Day. He asked when the Council would like to hold the September meeting. It was decided that the meeting would be Wednesday, September 7th. Beth noted that we will have a public hearing at 6PM prior to the regular meeting at 7PM.

Old Business:

City Hall/Library Update: Beth commented that we've moved into the new City Hall but we are still waiting for the final building inspection. The project remodel cost came to \$49,825.17. Our goal was to keep it under \$50,000.

The next step is heat and air conditioning. Logan provided some suggestions for a mini-split system. Beth added that a few months ago, at a City Council (public meeting, Jeff declared his intent to bid on the project. She checked with the Oregon Ethics Commission and was told that as long as Jeff made it known publicly that he intended to bid, it was allowable but he can't take part in the discussions or decisions to award the project. Logan reviewed the suggested specifications for a mini-split unit. He thought an 18,000 BTU unit with a minimum 19 SEER efficiency that heats down to an ambient temperature of 5 degrees Fahrenheit or colder would be big enough for the City Hall end of the building. He estimated to cost to be about \$1100 to \$1800. Beth was concerned if that would be sufficient heat. Logan noted that we have a small electric heater built in and the old gas furnace could be used as well if necessary. We could go with a unit that gets down to -18, but it would cost a lot more. John suggested adding some duct work up high so that if one system wasn't able to keep up, another could kick in. As a professional in the heating and air business, Jeff was asked to explain how a mini-split system works since some of the Council were unfamiliar with them. Logan added that the contractor will be responsible for the cost of all materials, permits, and labor. Vicki made a motion to put the project out for bid. Justin seconded. Motion carried with 4 in favor. Jeff abstained. Logan wondered if we could make a motion to accept the low bid when the bidding closes. Beth thought we would get sealed bids so the Council should open them. Jeff remarked that the City should be responsible for any electrical work.

We received an agreement from the NE Oregon Economic Development District (NEOEDD) to provide grant writing services and assistance with project development for relocation of the City Library. NEOEDD will provide services at no charge for a value of up to \$3000. Beth read the agreement. Logan made a motion to accept the agreement. Mike Schoeningh suggested that in addition to a point of contact for the City and the City Librarian, we add another library representative, such as Library Board

member. He volunteered to be that contact person. Beth asked if Logan would like to amend his motion to include an additional Library contact. Logan so moved. Justin seconded. All were in favor. Joyce reported that we got a grant so the Library is ready to start work.

John said Jered (Kmetic) looked at the soffits across the back of the building. He quoted \$3500 to repair them. Jered also quoted about \$4800 to paint the exterior of the building. John wondered if the Council was ready to proceed with any of that. Joyce asked if the boards on the soffits would be replaced with metal. John said we would need to have another for that. Jeff thought the design for the building included awnings. Logan agreed with Joyce that the soffits should be metal. We have a \$10,000 grant. He recommended getting the rafter tails fixed. We could start with the back side, up high. He was a bit nervous about what we might be getting into. We could ask Jered for a bid for time and materials to get the rafter tails fixed first. We could finish it off with metal. John thought painting the exterior would be on the City. Joyce thought the grant we have could be used for the soffits. John asked if the Council wanted to ask Jered to go ahead with repairing the soffits on the back. They did. John will contact Jered.

Wastewater Project: Beth reported that we have submitted an application with Business Oregon for a grant/loan of up to \$1million. If we get it, it would be a low interest loan and payments would be about \$22,000 per year.

We have new MAO agreement that drops our violation penalties from about \$3000 to \$600 because of our Wastewater project. It also gives us a little extra time to get the project done. Beth asked if the Council was okay with accepting the new MAO. Rick wondered if it adjusted any of the limits. Beth said no. This MAO deals more with penalties. She will verify the time frame with DEQ. We have until August 19th to return a signed copy. The Council agreed to have Beth take care of it. As far as Beth knew, the plan was to rebid the project in September.

Council Comments:

Joyce would like to have an ethics training. She added that she has people helping to look for grants to help pay for chemicals. She thought DEQ had something.

Jeff wondered where we were on ARPA funds. Beth noted that we haven't spent any of it yet because we still need to come up with a plan and a budget. Jeff thought we had a list of projects. Beth noted that was a list that we submitted to the County for part of their ARPA funds and we didn't get anything. We should get another \$51,000 sometime before the end of the year, for a total of about \$102,000. Jeff wondered if some of that could be used on the building. Could we use it to move forward with the multi-purpose meeting room? Beth was still uncertain about how it could be spent and if it could be used on more than one project. She will do some more checking. Joyce wondered if we could use it for chemicals for water and sewer. Beth thought not because it's not water or sewer infrastructure. Rick asked if it could be used for sludge removal and treatments. Beth will have to check on it. John suggested we could talk about it more next month. Joyce added that Lisa with NEOEDD thought the meeting area could be done with grant funds. Beth thought in order to do that we would have to wait for the Library project. If we do anything now, it would all be on the City.

Vicki thanked Lindsey for doing such an amazing job with the Huckleberry Festival. She also thanked the Council for hanging in with her. She felt the Council was doing a good job and she's proud of our new building.

Meeting adjourned at 8:45PM.

Respectfully submitted,

Attest:

Beth Wendt
City Recorder