

**City Council Special & work Session Meeting**  
**October 11, 2023**  
**6:30PM City Hall**

**Attendance:** Mayor John Frieboes, City Councilors Vicki Townsend, Jeff Nielsen, Logan McCrae Lindsey Thompson. Beth Wendt City Recorder, Rick Lawyer Public Works, Brandon Mahon, Trask Ritter and Nick Ducote. Councilor Justin Wright was absent.

**Special Meeting-**

Mayor John Frieboes called the meeting to order to talk about the Wastewater Project. Brandon reported that the contractor has pulled out. They are basically done but they still need to wrap up some issues with the control panels. Trask thought they would be here next week. Nick needs to do interviews with the electrician. Trask said they are trying to get confirmation from the supplier about when the panels will be delivered. Brandon noted that the wetland is done and so are other improvements inside the building. From a construction stand point, the estimated amount still owed is \$141,031 which is mostly retainage. There is still some work to be done on the control panel and de-mode. Beth need to know the cost of the bentonite liner at the wetland for insurance purposes. Brandon will look it up. John asked if there were any big issues. Brandon thought the project went well. The Saunders Company was good to work with and they did a good job. There was very little policing required as they wanted to do the job right. It went quick. Nick added that they were compliant with paperwork and were one of the better contractors he has ever worked with.

John asked where we stand with the grant. Nick reviewed the budget analysis. We have about \$52,000 left in construction, \$5600 in Legal, \$15,000 in Wetland Mitigation and \$20,000 in Cultural Resources. We still have to pay for the special audit and the Section 3 Workshop. Both can be paid with grant funds. Nick noted that the signage that was part of the mitigation with the Tribes will be moved to the next project as they won't have the sign design done for at least a year. We budgeted \$15,000 for that. It was part of the Cultural Resources funds. Since it is an agreement with the Tribes and not an actual part of the project, OBDD was okay with moving the cost of the sign to the loan so that we can close out the grant. Bottom line, we have about \$80,000 left in grant funds plus the \$390,000 thirty year loan.

Sludge removal is now a part of our new DEQ permit. The big question is how much has to come out and does it need to be removed from both ponds. Most of the cost will be the tonnage that is removed. Anderson Perry estimated about \$450,000 for the south cell and about \$250,000 for the north cell. All things considered, Nick estimated a total project of \$852,000. With the remaining grant funds and the loan, that leaves about \$382,000 to come up with. He wondered about ARPA funds. Beth thought we could use them. We have about \$98,000 available. Nick commented that in addition to the remaining grant funds and ARPA funds, we need about \$672,000. With a \$390,000 loan, we are looking at a \$7 per month rate increase. If we take a \$672,000 loan, we are looking at about \$12 per month increase. There is a chance that we can get additional loan/grant but our rates have to meet the affordability rate of about \$61.52 per month. DEQ may have some funds but we don't have a lot of time. Brandon noted that DEQ has stated that we have to remove sludge but they haven't specifically said what the actual requirement is. Nick added that by September of 2024 we have to have implemented a plan. Brandon didn't think DEQ would let us leave the 2<sup>nd</sup> pond. We have until November 1<sup>st</sup> to submit a plan and until September 2024 to remove the sludge. By March we have to have a Bio Solids management plan that gives a detail of what the solids are comprised of, where they will be applied, how it will be applied etc. Rick has talked with Myron Miles about the possibility of applying solids. He thought Myron would be okay with that as long as they are well screened but he still had a lot of questions. Beth wondered if Myron was the only option for disposing of the solids. Brandon said Myron was the most convenient because it is close. Right now we need to get a plan together before November 1<sup>st</sup> and see what we can do about finances. Nick recommended talking to

Business Oregon about additional grant/loan. If we were to raise the rates by \$13.50 per month we might be able to get a partial grant and we could put half of that into savings instead of back to OBDD.

John asked if we could use the new pond yet. Rick thought we had the answers we needed from DEQ so it is just a matter of starting it and pressurizing it. It will pull from both ponds at the same time so it will have to be a slow start. He hoped to start it on Monday. Brandon added that we are going under an exemption because we don't have our new permit yet. We won't be full out going there yet, but we need to irrigate the seed. Rick said it was questionable whether or not we could go to the river.

Logan asked Rick about an issue with a dike leaking. Rick said getting the water level down has helped so that it is not pushing against the dike. It is still iffy but it should be okay to discharge. We need to pull the fountains before long.

Beth clarified that we could shift the remaining grant funds to the bio solids removal or should we use it for things like a new computer for the public works department or a motor for the boat, etc. Nick hoped we could find things to spend the \$80,000 of grant funds so we could close the grant out. He thought it would be best to continue the project and use grant funds first. If there is money left at the end we could use it for the small stuff. Brandon will keep in communication with Rick and DEQ to get a plan. Nick will continue to work on financing.

John asked when we could expect to hear about the Library grant application. Nick thought early December.

Logan made a motion to dedicate the remaining ARPA funds, roughly \$98,000, to the sludge removal at the sewer ponds. Vicki seconded. All were in favor.

Before adjourning, John noted that Shawn Wood passed away and wanted to know if the Council would like to send a cash donation in memory. Beth thought it would probably come from the Community Enhancement fund, but she will ask Jason for sure. Logan thought we should do at least what we pay him per month. That's about \$300 to \$350 per month. Jeff made a motion to send \$500. Logan seconded. All were in favor.

Meeting adjourned at 7:15PM.

#### **Work Session-**

**Attendance:** Mayor John Frieboes, City Councilors Vicki Townsend, Jeff Nielsen, Logan McCrae Lindsey Thompson. Beth Wendt City Recorder, Rick Lawyer Public Works, Don & Nina McClure.

John asked what the plan was for paying for and picking up the new dump truck. Rick made arrangements for someone to pick it up and Beth had a check ready.

Beth passed out a list of projects that need to be done, starting with the Wastewater Project and dredging the lagoons. Rick disagreed with the way the pump is set up to the wetland. He is afraid water may freeze in the catch basin. Logan thought one of the highest priorities should be getting the system up and then dredging the lagoons.

Rick looked at Vicky Day's sewer line. There is flow going through to the manhole. He is waiting to see the report from the plumber who cameraed the line. There are 2 or 3 bends and several different kinds of pipe. He hoped we would only have to fix the section between the sidewalk and the pavement. John suggested going from the clean out across the street with two 45 degree angles and dump into the existing T in the main line. Rick commented that we don't know what the problem is. John agreed but thought it might save some time and future problems. It would eliminate all of the bends and miscellaneous pipes. Rick reiterated that he would like to see the report first. He didn't know if the camera went clear through. Logan asked if the problem was just slow drainage or if it was backing up into the house. John thought it had backed up in the past. Vicki thought the most important thing was to not put her on the back burner. John reiterated that if we just hook onto what we have and go straight across it would be new and done.

Rick thought it was at least 5' deep. He suggested tie into the cleanout and go diagonal across. John will get in touch with the plumber and get the information to Rick.

Beth noted that we still have to do something about the sewer situation at the end of 2<sup>nd</sup> Street. We need to locate lines and figure out where they run. We also need to figure out easements. For some reason those lines were not cameraed with the Wastewater project and we didn't even know they were there until people started having problems. Rick added that it will be a major project because we don't know what is there and we will have to go under 2<sup>nd</sup> Street. John noted that ODOT will let us cut the pavement but we have to put it back to the way it is. Lindsey wondered if we could time it so that we are doing this at the same time that ODOT is here replacing curbs and handicap ramps. Rick thought it would require a new manhole. Logan suggested we get a plan together so we can figure a budget and time line.

The VAC truck still needs to have hoses replaced. Batteries are not holding a charge so there may be more issues. We added a toggle switch to get it running. Jeff commented that there should be a main shut off switch. Vicki wondered if there was a big expense to get it running. Logan suggested we hire someone to finish fixing the VAC truck. He will check with Jason Young at Eastern Oregon Hydraulics. He is mobile and could come out to look at it.

Rick is concerned about the bank at the lagoon. Water is seeping through the walls. Rick thought we should put some clayish material down. He thought a cable had caused the problem. John suggested getting some clay and charging it to the project.

Rick didn't like the way the catch basin to the new wetland was designed. He is afraid it won't drain properly. We still don't have control panels. We need to pull the fountains for the winter. Rick noted that the 2 boat motors that are being used belong to him. One of them got wrapped up in a cable and was ruined. Beth proposed the City purchase two motors, one to replace Rick's ruined motor and one for the city. Logan agreed we should get 2 new motors if we can get them for less than \$500.

Beth commented that we need to think about cleaning the water tanks, flushing hydrants and finish work at well #5 to get it back on line. Logan wondered if this was a bad time of year to flush hydrants. Rick was supposed to start on them but got called away with locates on 2<sup>nd</sup> Street which will take a lot of time. John wanted a copy of the conduit map. Beth said all we have is the as-built for 2<sup>nd</sup> Street. John thought the conduit was not on the as-built. He will check on it.

As for cleaning the water tank, we are supposed to be able to drain one tank and clean it, then put it back on line while the other is cleaned. Rick thought there was a lot more to it than that. One tank needs some repair. He is trying to look into it. He questioned whether or not the old tank could even go back on line. Saunders is supposed to be sending a bid to demo and replace it. Logan wondered if we need 2 tanks. Rick felt that with all the water the city uses, yes. The pump runs 24-7. We just found out that the modem at the well is failing. It won't send an alarm signal if the pump goes down. We are supposed to be getting a quote to replace it. Logan wondered if a replacement tank could be smaller. Rick thought it was possible that we could just replace the top part of the old tank. Logan liked the plan of cleaning the new tank and getting it on line before we tackle the old one. We need an estimate for cleaning.

John asked how Rick's certifications are coming. Rick said Ralph is going to help him get his sewer certification. AAWU is trying to help as well.

Beth asked how we are doing with adding gravel on 5<sup>th</sup> Street. We have some money budgeted for street repairs that we can use to buy more gravel. Rick thought it would take about 5 truck-loads of ¾" scalps at about \$250-\$300 per load. John thought we should go ahead and have a truck-load delivered and see how far it goes.

There are several pot holes that need to be filled. If we get an SCA grant, that should take care of 1<sup>st</sup> Street. We should know soon if we get the grant. Rick commented that there is a new cold mix that is easy to use. There are a lot of good size pot holes. We could get a 1 Ton bag from Eastern Oregon Rentals.

Beth noted that we have advertised for bids to run wire through conduit for new street lights. When we get that done, the County will reimburse us.

Beth wondered if we needed more stop signs. Vicki thought so. Rick didn't think people stop at them. Beth suggested looking into the cost of solar powered stop signs. John thought we should get steel posts. Beth will see how much they cost.

John noted that the School was going to help with a Safe Routes to School grant for more sidewalks but they have too much on their plate for now.

Beth has been trying to get in touch with ODOT regarding the Solar Speed Signs. Logan wondered if we could put them up on private property without ODOT approval. Don McClure remarked that ODOT would send a letter. Vicki commented that several years ago ODOT wouldn't let Evan's Corner put up a sign up, even on private property. Beth will keep working on solar speed signs. However, if we apply for the ODOT grant, the City will still have to come up with about \$11,000. Rick suggested an arrow board like they use on construction projects. Beth added that we can put up portable signs. Logan wondered if we could get a radar trailer that is solar powered. Beth will look into the cost.

Beth needs help moving the last file three cabinets and a couple of book cases from the old City Hall. She also has a mirror that needs to be hung in the lobby.

One of these days we need to work on the risk management plan for CIS. We should also think about updating some ordinances as well as the Transportation Plan and Land Use Plan.

We need to think about getting heating and air conditioning for the meeting room. Beth thought it should be put out for bid. Logan suggested a two head unit, one for the meeting room and one for the room behind City Hall. He will spec it out. Beth noted that the Library grant should pay for a unit for the Library. Lindsey asked about the Risk Management Plan. Beth explained that CIS has a list of things that we are scored on for insurance premiums. Things like when was the last time we updated the employee handbook, do we make employees do drug tests, what is our cyber security policy, etc. They want us to have the best plan possible with the least risk of having a problem. Rick noted that he needs some updated posters.

Vicki wondered if we could get some inmates to help move things from the old City Hall. Beth commented that if they are male prisoners we need to have male supervisors.

Beth has been looking into the cost of plants that we need to put in the park as part of our mitigation with the tribes for the Wastewater project. We may have to special order them in order to get 5 from the list of first plants that we were given. We can pay for them out of the grant or from the loan. Beth thought they wouldn't cost more than \$200 or \$300. We also need plaques with the name of the plants. We are waiting on the tribes to decide what the informational sign will say. It won't be done until late 2024 or sometime in 2025. Lindsey volunteered to help. Beth thought Lindsey could help with the informational signs that we are supposed to have for the playground.

John would like to add an extra layer of border around the playground to raise it up and put down some gravel to make a nice parking area. Beth noted that we paid about \$3000 for the border that is there. We will have to get some longer pins to hold it in place. John would also like to do something with the big rock. He suggested using it for a sign with raised metal letters. Lindsey volunteered to get a quote for the letters. John thought we should also get a quote for some underground sprinklers in the park area.

Rick noted there is still a lot of maintenance needed on equipment. The tractor needs a new tie rod. He has the parts for the backhoe but he is hesitant to take it apart until we get some water out of the lagoon. Beth remarked that we have talked about adding on to the shop. She wondered if it would be possible to remove the cement block piece and build on there. We'll have the roll up doors from the meeting room and new library that can be used.

Vicki commented that the meeting room wall looks really good. Beth is working on the Conditional Use and Variance applications for the new library. Lindsey added that Lisa Aichele has accepted the Library Director position.

Logan thought the Council understood there is a pile of stuff on the “to do” lists. He asked if Rick had a grasp on what should be high priority. Maybe we could have some volunteers help with some of the lower priority things. Rick felt the lagoon was the number one priority. Until it is dredged, it isn’t operating to the best of its capabilities. Lindsey suggested we think about getting more help for Rick. Rick added that they are trying to simplify things. David is off on Monday & Tuesday because he has to come in on weekends and do reads. He complained that there is a meter at the well that is about 7’ high and is hard to read. Beth suggested getting a step stool or ladder. Rick added that nobody sees a lot of what David does. He spends a lot of time working on the computer. He comes from a background in computer programming. Don volunteered to help mow. Beth will check to see if our insurance will permit that. John offered to help with plowing snow this winter. Rick asked if he should be looking for a plow for the new dump truck. The Council agreed that he should.

Meeting adjourned at 8:50 PM.

Respectfully submitted,

Attest:

Beth Wendt  
City Recorder