

North Powder City Council Meeting
Minutes
June 2, 2025
City Hall (340 E Street)
7PM

Call to Order/Pledge of Allegiance: Mayor John Frieboes called the meeting to order 7 PM. The pledge of allegiance was said.

Roll Call Roll Call: Don McClure, Alan Brown, John Frieboes, Emily Hart, Lindsey Thompson, Midge Clause, Josh Guthrie, Rick Lawyer

Public Comment: Teri Brown-Fire Wise Risk Assessment Meeting June 17, 2025 at 5:30PM at the North Powder Rural Fire District.

Amend/Accept Agenda: Add scheduling a special meeting to discuss Public Works Director Job opening. Councilor McClure made a motion to accept the amended agenda, Councilor Brown seconded. The Motion passed with all voting yes.

Amend/Accept Minutes:

Councilor Clause made a motion to accept the Minutes from Amy 5, 2025 City Council Meeting. Councilor McClure seconded, motion passed with all voting yes.

Councilor Clause made a motion to accept the Minutes from May 20, 2025 Budget Meeting. Councilor Brown seconded, motion passed with all voting yes.

Accounts Payable: General bills totaled \$18,031.63 and library bills totaled \$18,201.24. It was noted that not all invoices have been received yet due to the early date in the month; additional invoices will be added as they come in. Councilor Brown made a motion to pay the bills. Councilor Clause seconded, motion passed with all voting yes.

Library Report: The Librarian requested to change the library's summer hours to Tuesday, Wednesday, Thursday, and Friday from 10:00 AM to 2:00 PM due to heat and noise from construction, as the temporary library space lacks air conditioning. The hours will revert to regular scheduling once school resumes in the fall. The Council agreed to this plan.

Huckleberry Report: NONE

Public Works Report: Several loads of soil were hauled to the pile at the well. Public Works staff have been mowing and repairing potholes throughout the city. Steve Butcher reached out to inquire about sewer services and was advised to submit a plan to City Hall. A water leak was identified at the church next to City Hall. Additionally, Keller Engineering has expressed interest in presenting their services to the City.

Recorder Report: Total water usage for the period was 3,410,970 gallons. It was noted that June 19, 2025 (Juneteenth) is recognized as a holiday by the State of Oregon but is not currently recognized by the City of North Powder. Councilor Guthrie made a motion to recognize Juneteenth as a paid holiday. Councilor Clause seconded the motion. The motion passed with all voting yes except Councilor McClure, who voted no. A printout from Ampstun Billing Software was presented. It was discussed that this company currently provides the city's billing software, works with the existing meters, and offers an online portal for community members, which would save time and money for the City Recorder. There is an opportunity for cost savings if on-site training is declined. Councilor Guthrie emphasized the importance of this upgrade. Councilor Clause expressed interest in researching Ampstun's competitors before making a final decision. Emily expressed concerns about moving forward

with listing the Vac and dump truck on GovDeals.com because the site requested banking information. The Council agreed that it was acceptable to list the equipment and provide the requested information.

Mayor's Report: The Mayor has been checking on street light prices. Regarding the sewer issue for the new library, the existing main line was inspected with a camera and was found to have swells and to be in poor condition. The Mayor would like to pursue an alternative plan, with funds coming from the contingency budget, and will bring the proposal back to the Council for final approval. A water tower lighting project is planned for this winter. Approval is being sought from the Council to request donations to help fund the project. The plan includes using industrial LED Christmas lights, and Jeff from EONI has volunteered to climb the water tower to assist with installation. We are also looking for fundraising ideas to support the "Light Up Our Town" project.

New Business:

Budget Resolution 01 for the General Fund for Fiscal Year 2024-2025: A motion was made by Councilor McClure to pass the resolution, seconded by Councilor Clause. The motion passed with all voting yes, and Councilor Guthrie abstaining. Budget Resolution 15 for the Water Fund for Fiscal Year 2024-2025: A motion was made by Councilor McClure to pass the resolution, seconded by Councilor Brown. The motion passed with all voting yes, and Councilor Guthrie abstaining. A special meeting to discuss the Public Works recruitment plan was scheduled for June 10, 2025, at 7:00 PM.

Old Business: NONE

Council Comments: Councilor Clause expressed the importance of beginning the process of updating the Code of Ordinances and starting the necessary work sessions.

Meeting adjourned: 7:50 PM

Minutes Prepared by
Emily Hart, City Recorder
6-17-2025