

**MINUTES FROM  
A MEETING OF THE HINES COMMON COUNCIL  
July 14, 2020**

**Present:**

**Mayor:**

Nikki Morgan

**Council:**

Councilors Ron Williams, Robert Beers, Marsallai Quick, Gary Miller and Raymond Breshears

**City Staff:**

City Administrator Kirby Letham

**Public Audience:**

Lola Johnson, Eldon Hart, and Sally Hart

**\*Mayor Nikki Morgan called the meeting to order at 6:30 pm and led the flag salute.**

**Approval of the July 14, 2020 Agenda**

The agenda for July 14, 2020 was reviewed by the Council. Administrator Letham added a letter that deals with the Water Improvement Project. It will be added as Point D under New Business. Councilor Beers made a motion to approve the agenda as presented with the addition of Point D to New Business. Councilor Breshears seconded the motion. *All ayes, the motion carried.*

**Approval of the May 19, 2020 and June 23, 2020 Meeting Minutes**

Councilor Quick made a motion to approve the meeting minutes from May 19, 2020 and June 23, 2020. Councilor Beers seconded the motion. *All ayes, the motion carried.*

**Accounts Payable for July 14, 2020**

Councilor Beers made a motion to approve the accounts payable from July 14, 2020 in the amount of \$62,332.53. Councilor Williams seconded the motion. *All ayes, the motion carried.*

**Department Reports**

**Chief Spence (Fire Department)** – Two calls since last meeting. One was a downed power line on Pettibone and on the 4<sup>th</sup> of July there was a ¼ acre fire at the parking lot of the nature trail caused by an illegal mortar. Lots of illegal fireworks on the 4<sup>th</sup>. Firetruck had its annual inspection and passed.

**Superintendent Lewellen (Public Works)** – With the warmer weather we are pumping 1.5M – 1.8M gallons of water/day. Last week changed the oil in the pumps in the shop and the tower. The lagoons are looking good. Currently pumping 145K gallons/day. Weed spraying at the lagoons and the parking lot of the park. Park bathrooms are open. Signs are posted about the bathroom cleaning schedule. Broken ramps from the Skate Park have been removed. Sand has been spread around the big slide and merry-go-round in the park. We have received a new locator for water/sewer lines.

**Chief DeLange (Police Department)** – 277 calls for service, about 30 more than what was reported in the last meeting. Major Crimes has not had a call out. Sexual abuse cases are down, theft cases are up a little, with the increase in traffic we have had an increase in traffic violations. Domestic violence calls are about the same. Did some shooting training with DPST. Waiting to see what the Governor is going to do with police reform. They want state workers such as DHS or Social Workers to handle some of the calls that the police normally handle. They do not want law enforcement to be the first to interact with mental health, substance abuse, and the homeless. The Mayor asked if he had looked in to the GOBE training, he said they are looking into it. Councilor Quick thanked the Chief for the escort/support of the Fallen Veterans Memorial ride that rode through town on Monday. Eldon Hart asked Chief DeLange if the police can touch someone during an arrest. Chief DeLange said that at this time the police can and will see what happens with the reform.

**Kirby Letham (City Administrator)** – He has met with a group interested in renovating the Skate Park. The group includes High Desert Partnership, Councilor Quick, Administrator Letham and some individuals from the community. The goal is to go with a modular unit that is rated for exterior use with a 10-20-year lifespan, and to possibly include a small bike track around the Skate Park. Would like to have a design to show the community by the end of the month. The City has already started to receive donations from the community. He said that he received a letter from the owner of the solar farm. The solar farm had received a letter discussing the rural fire suppression program. As the County Assessor had not reassessed the property value yet the cost for the solar farm for the year is minimal. He sent in those funds as well as a \$250 donation to the fire department. He also mentioned that he is interested in supporting programs for children. Administrator Letham is going to send a letter to him as well as some others around the City to see if they would like to donate to the Skate Park.

He has also received some thank you's from the community. The Kiwanis thanked the City for the donation to the 2020 Annual 4<sup>th</sup> of July Fireworks Display. The City had donated to the Project Graduation Fund this year. Due to the quarantine it was decided to use the funds to put gifts together for each graduate. Sage Root, Class of 2020 sent a letter to thank the City for its support of the Class of 2020.

He will be sending each council member a spreadsheet with a tentative schedule from the contractor for the water project. Current plan is to start with the new water tank and the "M" line from the Middle School to S. Saginaw. This work should begin in August.

The Governor has set new restrictions. No indoor gatherings greater than 10 people. Masks are required indoor and will be required outdoors if people cannot maintain social distancing. He has plans to purchase some equipment to enable council meetings to be visual and not just audio.

Councilor Beers asked if the Skate Park group had looked at grants from foundations such as the Tony Hawk Foundation. Administrator Letham said that Becky Graham has taken on the task to look for grants. He is going to reach out to local businesses and will research what Oregon Park & Rec has available for grants.

**Public Comment Non-Agenda Items Only (Speaking time limits may apply):**

None

**Old Business:**

**Underground Sprinkler Project** – Preparing to publish the Request for Bid for the underground sprinkler systems in the remaining parks. Preliminary submission deadline of August 19<sup>th</sup> with a bid opening meeting on August 25<sup>th</sup>.

**Lola Johnson (Chamber of Commerce Director)** – Presented a written report of Chamber activity from June 1<sup>st</sup> – July 9<sup>th</sup>. 4<sup>th</sup> of July event was a hit. She has been in contact with the Oregon Film Trail. They provide signage for movies made in Oregon. They would like to put up two signs in Harney County. The first, for Lean On Pete, with the sign placed at the Fairgrounds and then for Meek's Cutoff with the sign placed in Hines Park. She let the Council know that Councilor Quick will be attending the Chamber Board meeting as a guest tomorrow (July 15<sup>th</sup>). She also advised that she is the President of the Kiwanis Club and the Kiwanis would like to donate \$500 to the Skate Park as well as they would like to donate the paint and time to freshen up the remaining pieces in the Skate Park.

**New Business**

**Acceptance of Resignation by Councilor Hutchins** – City Administrator Letham let the Council know that on June 26, 2020 he received an email from Councilor Hutchins resigning from his position on the City Council. Councilor Quick made a motion to accept the resignation of Councilor Hutchins. Chief Spence made a comment while the motion was on the floor, the second was inaudible. *Motion went to vote, all ayes, the motion carried.*

**Vacancy on the City Council** – If someone would like to fill the position, they must be a resident of Hines for 30 days prior to the election. Must be a United States citizen and electable. Entitled under Oregon law to the privileges of an elector. Administrator Letham will put an ad in the newspaper that the City is accepting applications for City Council and will present those applications at the next City Council meeting on August 11, 2020, with interviews before the City Council.

**Feathered Nest Properties, LLC aka West Ridge Apartments (Business License)** – Councilor Quick made a motion to grant a business license to Feathered Nest Properties, LLC. Councilor Beers seconded the motion. *All ayes, the motion carried.*

**Garro Enterprises, LLC (Business License)** – Garro Enterprises is a local construction company. Councilor Beers made a motion to approve the business license. Councilor Williams seconded the motion. *All ayes, the motion carried.*

**HH Construction, LLC (Business License)** – HH Construction is a local construction company. Councilor Quick made a motion to approve the business license. Councilor Breshears seconded the motion. *All ayes, the motion carried.*

**Sage DesignWorks (Business License)** – Sage DesignWorks is a local graphic designer. Councilor Beers made a motion to approve the business license. Councilor Quick seconded the motion. *All ayes, the motion carried.*

**Sage DesignWorks (Mural)** – City Administrator Letham suggested to the Council that we agree to pay Sage DesignWorks their fee minus the cost of materials already provided so that the mural can be finished. Councilor Williams disagreed with paying them. He said that they came to the City last year and volunteered to do the mural if the City paid for supplies. The City has done so. If the City agrees to pay them, it sets a precedent for other companies to come to the City and not fulfill their obligations. The Council is in consensus with this decision. Councilor Williams suggested the City Council draft a letter asking when the mural will be completed.

**Water Improvement Project – Letter for Additional Funds** – The City would like to request an additional \$300K from BizOregon for the Water Improvement Project. The goal is to replace the water meters at the same time the water lines are being replaced. Doing so without the additional funding would take the contingency fund total from \$471K to approximately \$165K. BizOregon has given verbal approval of the request. This would formalize the request. Councilor Beers made a motion to submit a formal request to BizOregon for an additional \$300K in funding. Councilor Breshears seconded the motion. *All ayes, the motion carried.*

**Public Comment Period (Speaking time limits may apply):**

**Lola Johnson** – Thanked the City Council for the donation of the prize money used for the car show during the 4<sup>th</sup> of July celebration.

**Mayor and Council Comments**

**Councilor Breshears** – Thanks to each department head and their staff.

**Councilor Miller** – He has had some neighbors request that a 4-way stop sign be installed at the intersection of W. Hanley and Roanoke to help slow traffic. Chief DeLange said he thinks it is a good idea.

**Councilor Beers** – Has done some additional research regarding the mosquitos. He was able to get in touch with 3 Rivers. He was told \$12K would cover a mosquito study and

8 sprays. He asked the representative about respiratory issues resulting from spraying and was told that there should not be any issues. He spoke to the La Pine City Manager. La Pine has been working with 3 Rivers for approximately 4 years and have had no issues. He found notes from when he previously spoke to Scott Ag the company that sprays for the farmers and was told they would spray once a week for 4-5 months, with a total cost of approximately \$32K. He also contacted Vector Disease Control out of Payette, ID. He was told they will not come in to OR, but they will see if they can locate a company that will come to Harney County. He mentioned he would like the Council to look at fencing the highway side of the park. There have been concern about some of the kids riding their bikes from the Skate Park, over the grass and up to the sidewalk. There is concern about one of the riders not getting stopped on the sidewalk and ending up in traffic on the highway. He also mentioned that he would like the Council to discuss the water rates again.

**Mayor Morgan** – Would like a quote on fencing for the park. Superintendent Lewellen mentioned that if we install a fence, we need to get approval from ODOT as they have an easement along the highway.

**Adjournment:**

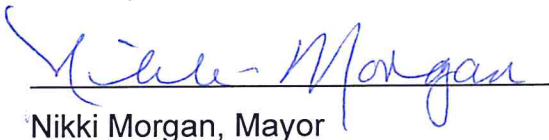
There being no further business, Councilor Williams made a motion to adjourn the meeting at 7:35pm. Councilor Beers seconded the motion. *All ayes, the motion carried.*

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON JULY 14, 2020

  
Nikki Morgan, Mayor