

**MINUTES FROM
A MEETING OF THE HINES COMMON COUNCIL
August 23, 2022**

Present:

Mayor

Nikki Morgan

Council:

Councilors Hilda Allison, Misty Shepherd, Amity York, Robert Beers and Dean Brizendine

City Staff:

Kirby Letham City Administrator, Amie Scott Treasurer, Jerry Lewellen Public Works Superintendent, and Ryan DeLange Police Chief

Public Audience:

Roxane Worley, Patty McNeil, Lorrie DeLange, Jodie McLean, Daniel Porter, and Brad Erbe

Mayor Morgan called the meeting to order at 6:30pm.

- I. **Mayor Morgan led the flag salute.**
- II. **Approval of August 23, 2022 Agenda**
Councilor Beers made a motion to approve the August 23, 2022 agenda as presented. Councilor Brizendine seconded the motion. All ayes, motion carried.
- III. **Approval of Minutes from July 26, 2022**
Councilor Allison made a motion to approve the meeting minutes from July 26, 2022. Councilor Beers seconded the motion. All ayes, motion carried.
- IV. **Accounts Payable for August 9 and August 23, 2022**
Councilor Beers made a motion to approve the Accounts Payable for August 9, 2022 in the amount of \$59,374.21 and for August 23, 2022 in the amount of \$309,753.52. Councilor York seconded the motion. All ayes, motion carried.
- V. **Public Comment: Non-Agenda Items Only (Speaking Time May Be Limited)**
 None
- VI. **Department Head Reports**
Ryan DeLange, Police Chief – 237 calls for service since the last meeting. Thefts are down. They've attended a lot of trials. Domestic Violence calls are up. 3 DUIs since the last meeting. 2 more vehicle pursuits since the last meeting. Sex abuse cases are down. Mental health calls are up. Issuing a lot of vehicle citations. Starting to tow cars abandoned on the roads. Measure 114 will be on the November ballot. It would require anyone that purchases a firearm would need a permit. Magazines holding more than 10 rounds would be outlawed. State Police would be required to maintain a database of all permit applicants. Would require local law enforcement to put people in classes before they can purchase a firearm. It would allow law enforcement to deny an applicant for any reason. Councilor Brizendine asked how they are doing with the new officer. An offer has been made. Background check etc. must be passed before the officer can start.

Bob Spence, Fire Chief – Administrator Letham advised that Chief Spence has been working out of the area. The Fire Department has only responded to 3 calls since the last report. 1 was a motor vehicle accident the other 2 calls were nothing serious.

Jerry Lewellen, Public Works Superintendent – Pumping about 1.6M gallons of water/day. Lagoons are pumping about 150K gallons/day. They used the new brush cutter out at the lagoon, and it works very well. Also used it on S. Quincy and the property owner was impressed. He did a final walkthrough with Anderson Perry for the water project. Installed a new meter on West Ridge Ave. Water at the main park will be shutoff tonight and possibly tomorrow night. Century Link has been having problems with their equipment and asked that the water be turned off while they work.

Kirby Letham, City Administrator –

- Annual Audit – Auditors have been on-site yesterday and today.
- Caselle – The first week of August the office participated in Caselle training. We hope to be live with Caselle during the first week of September.
- Harney Home – Open house went well. Bidding has opened and will be open through the end of August.
- Brush Mowing – The City did hire someone to mow down some of the overgrown lots. **Councilor Brizendine** asked about the large lot up by Garland Acres. **Administrator Letham** advised the City is still working on that.

VII. COUNCIL BUSINESS

- a. **Councilor Vacancy: Marsallai Quick Letter – Vacant Position 5** – Councilor Quick submitted a resignation letter. Resolution 2315 passed earlier this year. Resolution 2315 outlines the rules for filling the vacant position. This position will be up for election this November, so any appointment will be a temporary appointment through the first meeting in January 2023 when the newly elected Council member will be sworn in.
- b. **TextMyGov Presentation: Amie Scott and Spencer (TextMyGov)** - TextMyGov is a message notification service that the City has signed up for. For people that choose to opt in, it will be one way for the City to notify people when something is going on i.e., fire alerts, water being shut-off, etc. It replaces the old phone tree. **Mayor Morgan** asked about the security of their hosting website. **Spencer** replied that they comply with the security protocols of the Department of Defense. Registration information will be included in the August water billing.
- c. **Donation Request: Harney County Home Health and Hospice – Jodi McLean, Director** – They are requesting donations to go towards the Denim & Diamond Gala to be held Oct 15th and will be serving a tri-tip dinner. All proceeds remain in Harney County and are used for residents who need hospice services and are unable to pay for them. Medicare requires them to do fundraising and they have chosen to do the Gala. This will be the first Gala in 2 years. They are not funded through the County General Fund. They are a vital part of the community. They are worried about donation this year. Tickets are available at the Chamber of Commerce, Point S and the Hospice office. Spent Cartridge donated a portion of the cost of the gun being raffled off. *Councilor Beers made a motion to donate \$500 to Harney County Home Health and Hospice. Councilor Brizendine seconded. All ayes, motion carried.*
- d. **Donation Request: Elk Lodge – Boiler Assistance, Patty McNeil** – Administrator Letham explained that he had done research as requested by the Council regarding using TLT funds for this project. Some important points: 1) they are a non-profit organization, 2) they hold regular events, both for the community and for non-local residents, 3) the majority of their space is either for recreation and/or food service, and d) for our community, they act as one of the two or three "convention centers" where events – weddings, parties, etc., are held. *Councilor Allison made a motion to donate \$2,000 out of the TLT fund. Councilor Shepherd seconded the motion. All ayes, motion carried.*

- e. **Temporary Permit Request: Sale of Alcohol in City Park – Dan Porter** – He wanted to let the Council know that for the music festival in June approximately 2,000 people attended. No DUIs, no drunk & disorderlies, no fights. Everybody had a good time. 7 merchandise vendors, 6 food vendors, 6 bands participated. He hosted another music fest July 23rd in front of the Grocery Outlet with two bands. Donations went to the Food Bank and other non-profit organizations. Dan would like to hold an Oktoberfest in Hines City Park this fall. He is requesting a temporary permit to serve alcohol outside the Park on October 8th. It will be hosted by 1188, a brewery from John Day, using their OLCC permit. Dan will provide bands, stage, merchandise vendors, food vendors and other activities. He is figuring the hours to be 11am – 7pm. He's already got 4-5 bands that will participate. **Chief DeLange** – asked about the designated drinking area. Mr. Porter said the plan is to close Barnes from Hwy 20 to West Circle Drive and have the beer garden on the street. **Chief DeLange** also said that if the Council approves a permit, that the allowable time (11a-7p) is on the permit. *Councilor Allison made a motion to grant a temporary permit for the sale of alcoholic beverages on Hines public property to 1188 with provisions that all insurance and proper OLCC permits is furnished. Councilor Brizendine seconded the motion. All ayes, motion carried.*
- f. **Business License Applications:**
Hines Motel, LLC – Brad Erbe – Motel formerly known as the Sundowner. **Chief DeLange** asked Mr. Erbe if he was going to continue working with Harney Hub for vouchers. **Mr. Erbe** said yes. He explained that Harney Hub will issue vouchers to assist people that need a temporary place to stay, such as an out-of-town accident victim, or local assistance such as someone trying to get away from something. Currently the Sundowner and the Silver Spur are the two motels that have agreed to participate in the voucher program. He explained that they have been upgrading the motel but want to continue being an economy hotel for the area. *Councilor Beers made a motion to approve the business license for Hines Motel, LLC. Councilor Shepherd seconded the motion. All ayes, motion carried.*
Covert Services, LLC – Michael Covert – Mr. Covert could not be present at tonight's meeting. He will be doing pressure washing and landscaping such as mowing lawns, etc. *Councilor York made a motion to approve the business license for Covert Services, LLC. Councilor Brizendine seconded the motion. All ayes, motion carried.*
Lorraine (Lorrie) DeLange, Realtor – Ms. DeLange explained that she is a licensed broker with EXP Realty, LLC. *Councilor Allison made a motion to approve the business license for Lorraine (Lorrie) DeLange. Councilor Brizendine seconded the motion. All ayes, motion carried.*
- g. **Golf Course Agreement** – No one could be present from Valley Golf Club this evening. **Administrator Letham** advised that he had spoken with James and Vicki from Valley Golf Club, and Vicki has a copy of the agreement. She and Administrator Letham read through the agreement earlier. She advised that their Board meets tomorrow, and they'd like to come back September 13th to have it finalized.
- h. **Resolution 2331: Establishing Fees for Land Use and Other Services** – Resolution 2331 establishes fees for licenses, applications, land use permits, and other City services. Administrator Letham read Resolution 2331 in its entirety. *Councilor Allison made a motion to approve Resolution 2331 as read. Councilor Beers seconded the motion. All ayes, motion carried. A copy of the fee schedule will be posted in City Hall and on the City website.*
- i. **Procedure for Sale of Public Land – 246 S. Saginaw** – Administrator Letham presented to the Council that during the Harney Homes Project, the City parceled the City owned lot at the end of S. Saginaw. The City donated the lot known as 244 S. Saginaw to the Harney Homes Project for the purpose of building a home. The City still owns the lot known as 246 S. Saginaw. Tonight's discussion is a question for the Council – does the City hold onto this lot, or would it be in the City's interest to sell the lot? **Chief DeLange** – asked if this discussion could be postponed until the home at 244 S. Saginaw sells to see how it does. **Councilor Shepherd** asked if there was a reason the City needs to sell the property. *Council chose to take no action and hold on to the property at this time.*

- j. **Determining Priority for Street Repair – SCA Grant** – Each year the City applies for a grant opportunity offered by ODOT called the Small City Allotment program. The City must present a prioritized list of streets to repair. Council discussed the priority which streets need to be repaired first. Which streets have the most traffic. *No motion, just discussion.*
- k. **Discussion: Vacation Rental Letter:** Letters went out to those people that have been identified as an owner and/or operator of a short-term vacation rental property. City Staff have not really had any response. Council members said they haven't had anyone comment to them. *No motion/ just discussion.*
- l. **Loan Options for Police Car – Chief DeLange** – Advised that it is time to get a new police car. Officer Johnson's car needs to be replaced, as well as the City has a new officer coming on board. **Administrator Letham** – advised that the new car is on order and should be delivered in December. He told the Council that when he was preparing the budget for this year, he budgeted \$70K for a new police car. He explained to the Council that he thinks it would be better to keep some of that cash on hand and finance the new car. He has checked around to find out how much a loan would cost the City. He has two quotes. One is from US Bank and the other from Government Capitol Corporation. He advised the Council that we bank with US Bank, our loan for the last police car is through US Bank, and between the two entities, they have the lower interest rate. **Councilor Beers** suggested putting ½ down on the car and finance the other ½. **Councilor Brizendine** suggested we use US Bank as we already work with them. *Councilor Beers made a motion to continue with US Bank for the purchase of a new police vehicle. Councilor Brizendine seconded the motion. All ayes, motion carried.*

VIII. PUBLIC COMMENT: (Speaking Time May Be Limited)

Dan Porter – Mr. Porter suggested the Council consider an amphitheater or band shell. He thinks that it could be a big draw for people from out of the area. **Councilor Allison** asked didn't the fairgrounds get a grant to put a plan together for a venue. **Mr. Porter** responded that he thought they only received a grant for the audio improvement.

Brad Erbe – Had a series of questions

- Is there a minimum reserve price set for the Harney Home? And can you say what the costs are so far? **Administrator Letham** said he believes there is a minimum reserve set, and that reserve is meant to cover construction costs.
- Fee for cutting sidewalks? He has noticed the sidewalk hasn't been repaired in front of the laundromat. City Ordinance says that the property owner is responsible for repairing sidewalks.
- Suggested the City incentivize people to sign up for TextMyGov.
- Commented that the City might be able to lower the interest rate on the police car by paying some money down.

IX. Mayor and Council Comments

Councilor Allison – None

Councilor Shepherd – Requesting a crosswalk across Barnes from the Main Park to the Skate Park. **Administrator Letham** advised that we are accepting bids for street painting and that can be part of that project.

Councilor York – Thanked Chief DeLange for placing the speed trailer on Barnes Ave. She thanked Superintendent Lewellen. She had family come in from out of state and they complimented the parks and how nice they are.

Councilor Beers – Asked what happened to the Parks grant? **Administrator Letham** advised that the grant application for the Master Parks Planning grant was submitted in May. The final decision will be made in September.

Councilor Brizendine – Thanks to Chief DeLange for hiring a new officer. Thanks to Superintendent Lewellen for the brush clearing, he knows it is time consuming, while trying to prepare for winter.

Next Council meeting is scheduled for September 13th, 2022, at 6:30pm.

Adjournment:

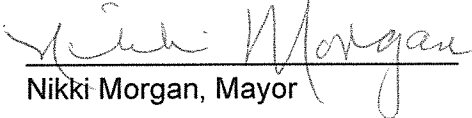
There being no further business, Councilor Beers made a motion to adjourn the meeting. Councilor Brizendine seconded the motion. All ayes, the motion carried. Meeting adjourned at 9:05pm.

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON September 13, 2022.


Nikki Morgan, Mayor