

**MINUTES FROM
A MEETING OF THE HINES COMMON COUNCIL
JANUARY 10, 2023**

Present:

Mayor:

Nikki Morgan

Council:

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

City Staff:

Kirby Letham City Administrator, Ryan DeLange Police Chief, Jerry Lewellen Public Works Superintendent, and Bob Spence Fire Chief

Public Audience:

Brewer Hong, Andy Casey, Emerson Budreau and Angie Brizendine

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

- I. **Mayor Morgan led the flag salute.**
- II. **Swearing in of Newly Elected Council Members**
 - a. **Position 4:** Dean Brizendine
 - b. **Position 5:** Roxane Worley
 - c. **Position 6:** Misty Shepherd
- III. **Approval of January 10, 2023 Agenda**
Beers made a motion to approve the January 10, 2023 agenda as presented. Councilor Allison seconded the motion. All ayes, motion carried.
- IV. **Approval of Minutes from December 13, 2022**
Councilor Beers made a motion to approve the meeting minutes from December 13, 2022, as presented. Councilor Allison seconded the motion. All ayes, motion carried.
- V. **Accounts Payable for December 13, 2022 and January 10, 2023**
Councilor Beers asked if this is the final payment to Anderson Perry for the water pump station. Administrator Letham explained three invoices are included in the payment. One is for the Water Master Conservation Plan, the Wastewater Facility Plan and the Water Improvement System. For the Water Improvement System, they are creating an "as built" binder showing all of the water pipes, etc. that were installed. The Water Master Conservation Plan is a requirement by the State, showing how the City is conserving water. The Wastewater Facility Plan to study the sewer system. None of the bills for the lift station were included in this payment. And that project is getting ready to go out for bid. Councilor Beers made a motion to approve the Accounts Payable for December 13, 2022 in the amount of \$22,005.70, and January 10, 2023 in the amount of \$30,528.94. Councilor Brizendine seconded the motion. All ayes, motion carried.
- VI. **Public Comment: Non-Agenda Items Only (Speaking Time May Be Limited)**
None

VII. Department Head Reports

Ryan DeLange, Police Chief – 157 calls for service. Domestic Violence cases are still up. They have done a lot of warrant arrests lately. Lots of traffic stops, writing a lot of tickets. A lot of fraud cases over the holidays. They seem to be targeting the elderly. The typical call is “your grandson is in jail. Please send us \$10K to release him”. He suggests that if you get such a call, hang up. Most of these calls are not made in the US. There have been crashes that are weather related. They have found the new vehicle cameras need servers and a lot of storage. They are working with the County & Burns to figure this out. They are currently assisting Burns as they have an officer out. Officer Luelling leaves for DPSST next week.

Bob Spence, Fire Chief – They have had a couple 911 calls in a month, somewhat slow. One was a call about a rollover accident out in Crane. A truck rollover, no injuries. They received 25 smoke alarms from the State and have been installing them in the community. They have twelve left. They have been watching the snow and the fire hydrants. He is going to use the City backhoe to clear snow around the fire hydrants. They are still training with Burns. **Councilor Allison** asked how the department is doing with equipment for the firefighters. **Chief Spence** replied that the turnouts are starting to deteriorate and are expensive to replace. **Councilor Brizendine** asked what the Council could do to help. He suggested that Chief Spence provide the Council with a wish list and prioritize items on the list. **Councilor Beers** asked what year Engine 5 is. **Chief Spence** replied that it is a '91. **Councilor Beers** said that he understands that Burns is sending a truck off for a complete re-build.

Kirby Letham, City Administrator – Public Works Superintendent Lewellen has been excused this evening. Their main focus has been snow removal. Mayor Morgan and other members of the Council have been approached with compliments to Public Works on removing snow from the sidewalks in the City. Update on the Jones Well – the plan is to install a stainless-steel screen around the pump to protect it from any material that could cause possible damage to the pump.

As the agenda is full this evening, Administrator Letham said that the only thing that he has for this evening is a request for the Council to schedule an Executive Session within the next couple of weeks. The Executive Session will be scheduled for January 24th beginning at 5:30pm, to precede the regularly scheduled City Council meeting.

VIII. COUNCIL BUSINESS

- a. **Business License Application: Saginaw Ave Property - Vacation Rental; Andy Casey** – Mr. Casey said that they are planning to run an Air BnB vacation rental at 214 N. Saginaw. *Councilor Allison made a motion to approve the business license for 214 N. Saginaw property. Councilor Beers seconded the motion. All ayes, motion carried.*
- b. **Northshore Development: Brewer Hong – Introduction to Council** – Mr. Hong is a home builder. He got his start in large projects, and then transitioned to a home builder. At one time he became a teacher for at-risk youth and taught them how to build homes from the ground up. He told the Council that he has met with the high school principal and will do so again, and would like to begin a program with the high school to have homes built by students, and a portion of the sale price of the homes will go back to the school. He has additional plans. Working with the school is the first plan. The second plan is to build 60 rental townhomes in Hines. Has plans to meet with hospital administration and staff regarding housing for hospital staff. Then the next plan is to build custom homes, and the third piece is to build an event center. Final plans will be discussed when building permits and applications are submitted.
- c. **Deer Program Update: Emerson Budreau** - Mr. Budreau is the new code enforcement officer for the City of Burns. He addressed the Council regarding the deer cull program. In 2018 the State passed SB 373 requiring ODFW to start a pilot program to allow cities to apply to the State for permits to kill

deer, and when possible to donate the venison to local charities. Each City passed the required ordinances prohibiting the feeding of deer, elk, raccoons and other wildlife, as well as resolutions declaring that the deer population has risen to levels constituting a public nuisance. The next steps are for both cities to formally petition ODFW in writing. This will begin official talks with ODFW. ODFW wants both cities to participate as there would be no point to move forward if both cities do not participate. Mr. Budreau wants to hold a meeting with both cities and the public for people to voice their opinions. Relocating the deer is not an option. They would just work their way back to the cities. ODFW believes there are approximately two hundred deer between both cities, at this time. The meat could be used by the Harney Hub, the jail, and those citizens who need the meat. Both cities receive calls about deer that have died in someone's yard, or have been hit by a vehicle. Taking these deer would also go towards filling the tags. **Administrator Letham** suggested to Mr. Budreau that both cities have a couple of Council members create a committee to oversee the program. Councilor Beers and Councilor York volunteered to participate. **Councilor Beers** clarified that each city would be responsible for the cost to cull the deer in their city. **Councilor Worley** asked why ODFW isn't responsible for this program as they're supposed to be responsible for the wildlife in the state. Many comments were made about getting the petitions submitted and then being able to sit down with ODFW to work out how the program will work. **Administrator Letham** asked if Burns City Manager Gardiner has signed the petition yet, or if the City of Burns is going to have a vote by the Council to move forward. **Mr. Budreau** said that he believes that the City has invested enough time in this, that they're not going to hold a Council vote on this, but have Ms. Gardiner sign the petition and submit it to ODFW. He also said that if anyone approaches the Council, they can be referred directly to him as he is spearheading this program for both cities.

- d. **Ordinance 333: The RV Ordinance – Setting Regulations for RVs within City Limits** – Administrator Letham advised that he revised Paragraph C of Section 10.13.01 of the draft ordinance. Paragraph C now reads: *No recreational vehicle shall be parked within the right-of-way of any city street for more than 48 hours. Nothing contained herein shall prevent the parking of an unoccupied recreational vehicle on the owner's property.* No changes were made to Paragraphs A or B. Administrator Letham explained that he will publish it for two weeks and then it can be voted on by the Council at the next Council meeting.
- e. **Softscaping for Curb Ramp Upgrades by ODOT** – ODOT will be upgrading the curb ramps along the highway. Part of the project is softscaping around the ramp. This softscaping is a physical way to let the visually impaired know that they have approached an intersection. ODOT sent pictures of four examples of softscaping they install for the Council to choose which option they would like. **Mayor Morgan** asked if the City would have to maintain the upkeep on them. **Administrator Letham** said it is highly likely the City would be responsible for maintenance. Comments then ensued regarding using mulch, which would allow weeds. However, the stamped concrete or grouted cobble could be more labor intensive to repair. **Chief DeLange** commented that the grouted cobble won't work as the Public Works crew clears the sidewalks. **Councilor Brizendine** asked which would be the easiest to repair and maintain, as you can see what happens to the sidewalks during the winter. He suggested the mulch might be easier as it could be treated with weed killer. **Councilor Allison** asked how many intersections would be affected. **Administrator Letham** responded that he believes there are 12. *Councilor Allison made a motion to suggest ODOT uses the rock mulch softscaping for the ODOT Curb Ramp Upgrade Project. Councilor Beers seconded the motion. All ayes, motion carried.*
- f. **OLCC Changes: Licensing Requirements** – OLCC has changed their licensing requirements. In the past, they would send a list to each city that had a business with a liquor license. The city was expected to review that list and approve it all, or approve with exceptions. Starting February 1st all licensing requests will begin at the City level. Once a local license has been obtained a business can go to the State and apply for, or renew their license. **Councilor Beers** asked how the City is supposed to know that a business is qualified for a license. **Councilor Brizendine** said that OLCC will make sure the

business qualifies, and if OLCC doesn't approve the business, the City can state that the City license is revoked, or put a restriction on the City license that if OLCC doesn't approve the liquor license, then the business cannot provide alcohol. **Mayor Morgan** said the City needs to make sure that the City is not responsible for background checks, nor making sure a licensee is meeting OLCC regulations. **Administrator Letham** is going to contact OLCC to clarify some points.

IX. Public Comment: (Speaking Times May Be Limited)

- a. None

X. Council Comments –

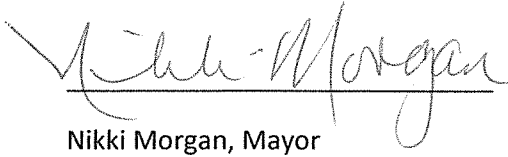
- a. **Councilor Worley** – Asked about the LOC training available to the Council members at the end of the month in Vale on January 31st. Administrator Letham described what previous trainings have been like. Councilors Worley, Brizendine and Allison plan on attending. Other Councilors will get back to Administrator Letham to sign up.
- b. **Councilor Allison** – Asked about the Housing Study that was done in the past. The study was done in 2019.
- c. **Councilor York** – None
- d. **Councilor Shepherd** – Thanks to Jerry and the Public Works crew for the snow removal.
- e. **Councilor Beers** – Ideas that he came up with for the City...Parks, Dog Park and a Water Park. Thanks to the department heads.
- f. **Councilor Brizendine** – He has received some negative feedback on the streets. Some people have complained about slushy days and how it should be cleaned up. He explained that 3 people are doing the job of what 10 people could do. With the amount of snow this winter they're doing a great job trying to keep up. **Administrator Letham** said that he and Superintendent Lewellen have talked about having someone come in part time to run the skid steer, etc. **Chief Spence** said he and maybe another firefighter could help as they are already on the City payroll. **Councilor Worley** suggested reaching out to the High School about an internship where a student can learn about working for City maintenance. **Councilor Brizendine** thanked the department heads and said that he has been hearing good things about the new officer.
- g. **Mayor Morgan** – Council Assignments
 - o **Water & Sewer** – Councilor Beers and Councilor Allison
 - o **Police & Fire** – Councilor York & Councilor Brizendine
 - o **Parks & Streets** – Councilor Shepherd & Councilor Worley

She continued her comments. After the big snow she had an appointment in Burns at 8:00am. She had to put her rig in 4-wheel drive once she reached Burns. She appreciates the work our Public Works guys do. She told the Council that if they have any ideas of what they'd like to see with the Parks, this is the time to bring them forward. **Councilor Worley** said she's been working on a list. Some of her ideas are an ice skating rink, mini-golf, dog parks. **Councilor Allison** mentioned a pump-track.

XI. Adjournment – *Councilor Beers made a motion to adjourn the meeting. Councilor Allison seconded the motion. All ayes, motion carried. Meeting adjourned at 8:42pm.*

Respectfully Submitted:
Kirby Letham
City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON January 24, 2023.

A handwritten signature in cursive script, reading "Nikki Morgan", is written over a horizontal line. The signature is in dark ink and is positioned to the left of the printed name "Nikki Morgan, Mayor".

Nikki Morgan, Mayor