

**MINUTES FROM  
A MEETING OF THE HINES COMMON COUNCIL  
FEBRUARY 28, 2023**

**Present:**

**Mayor:**

Nikki Morgan

**Council:**

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

**City Staff:**

Kirby Letham City Administrator

**Public Audience:**

Eldon Hart, Andrea Letham – Biz Harney/SBDC, Amie Scott – HC Little League, Tim Scott, and Melissa McElhannon

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

**I. Mayor Morgan led the flag salute.**

**II. Approval of February 28, 2023, Agenda**

*Mayor Morgan asked if there were any changes to the agenda. Administrator Letham requested that the item listed as 7a under Council Business be removed from the agenda. Councilor Beers made a motion to approve the February 28, 2023 agenda as presented with the correction to 7a. Councilor Shepherd seconded the motion. All ayes, motion carried.*

**III. Approval of Minutes from February 14, 2023**

*Councilor Allison made a motion to approve the meeting minutes from February 14, 2023, as presented. Councilor Brizendine seconded the motion. All ayes, motion carried.*

**IV. Accounts Payable for February 28, 2023**

*Councilor Beers asked for clarification of the Anderson Perry invoice. Administrator Letham explained that the invoice is for the Water Management and Conservation Plan required by the State and should be completed within the next few weeks and will be presented to the Council as well as the Waste Water Facility Plan which should be completed end of March/first part of April. Councilor Beers made a motion to approve the Accounts Payable for February 28, 2023 in the amount of \$11,654.84. Councilor Allison seconded the motion. All ayes, motion carried.*

**V. Public Comment: Non-Agenda Items Only (Speaking Time May Be Limited)**

**Andrea Letham – Small Business Development Center (SBDC) Update and Biz Harney:**

- Biz Harney is a collaborative working group under High Desert Partnership to help businesses start, grow, and succeed, and to help create a positive and thriving economic landscape in Harney County.
- Idea to Ownership is a pipeline for entrepreneurs that have an idea, and to work that idea through a process, and then to launch a business with it. They involve youths, the youngest so far is nine. They hosted a summer camp for ages 9-14, where they launched businesses. On the adult side, they run a 10-week class called Co-Starters. They brought the program to Oregon. The program equips aspiring entrepreneurs with insights, relationships, and tools to turn their ideas into action. In this training

they learn to test their ideas, before putting a lot of money into an idea that may not succeed. Ms. Letham explained that one of her graduates has the idea to open a Taco Truck. This graduate has been working on developing her business ideas and her menu. Ms. Letham asked the Council and members of the audience if, after the meeting, they would mind taste testing some items and filling out surveys, and giving feedback to this individual. This idea is one of 9 new businesses in development. *Councilor Allison asked if SBDC works with the entrepreneurs to create their business plans, so that they can seek financial assistance, etc.* Ms. Letham said yes, they do. She said there are resources out there that the entrepreneurs have access to, to help them with things like creating a business plan. *Mayor Morgan asked how do people find out about the entrepreneurs? Especially the young ones?* Ms. Letham said that some of the youths are “seasonal” as they are in school. She also said they’re working with the high school and the middle school students to help the youth move forward with business ideas.

- **Amie Scott – Obsidian Days:** There are a total of 41 spots. 22 spots in the South Park and 19 in the North Park. There are only 13 spots available in the North Park. South Park was filled in November. The Fireman’s Breakfast will be a simple breakfast. There are currently 2 food vendors signed up. In the past Obsidian Days has been the only event. This year there are 4 different events, and they are all looking for vendors. *Councilor Brizendine asked if the Fire Department was borrowing grills again this year. It is unclear at this time.*

## VI. Administrator Report

### Kirby Letham, City Administrator

- **LPSSC Meeting:** This meeting included law enforcement, the hospital, the Judge, the District Attorney, the Jail, the Sheriff, and both cities. It felt like there was some good forward progress. One of the key topics was Mental Health. Mental health is a major problem here, especially if that person is out on the street, and they are kind of a disturbance, but not breaking any laws. They’re not crossing a line of being a danger to themselves or others. What do you do with this person? They can’t be held in jail. They can’t be held at the hospital. There’s nowhere to go. Symmetry Care and the Hospital made a plan to help solve this issue. *Councilor Worley said that historically it has been up to law enforcement to deal with these people, and the answer was to take the individual to jail. With the medical and mental health staffs assisting, it feels like forward progress on the issue.*
- **Councilor Worley –** *In conjunction with Administrator Letham’s update about the LPSSC meeting, that she had applied for a grant for Narcan for the County. It is county-wide for law enforcement and first responders. She asked Administrator Letham to notify law enforcement and the fire department that they can acquire Narcan from her office. She also advised that there has been an influx of drugs going through mail nationwide. Tim Scott stated that some of the larger Post Offices have Narcan, but that the Hines Post Office is small enough they don’t have it.*
- **Rise and Run Construction –** Administrator Letham met with Bruce Bartley. They discussed the plan for the Park Bathroom project. Mr. Bartley plans on starting April 1<sup>st</sup>, weather permitting.
- **CRT Meeting –** The Community Response Team is meeting again. It is hosted by the Harney County Economic Development office (HCED). They meet Wednesday evenings at 5:30pm at the Chamber Building. The Council is more than welcome to attend. Tomorrow night’s focus will be broadband information. The Federal Government put a lot of money as part of the infrastructure spending bill, and a lot of that was supposed to go towards broadband and expanding internet services nationwide. Oregon is set to receive \$100M for this purpose.
- **TGM Grant –** ODOT puts out a grant every year titled Transportation Growth Management. The Cities of Hines and Burns are planning to collaborate on this grant. He will report on this at the next meeting.
- **State of the County –** Thursday evening at 6:00pm at the Chamber Building. Both cities and the County will give updates to the Public.

## VII. COUNCIL BUSINESS

- b. **Livestock Permit: McElhannon** – Requesting the livestock permit for two swine and 6 chickens. The swine are 4-H project animals. *Councilor Beers made a motion to approve the livestock permit for Melissa McElhannon. Councilor Allison seconded the motion. All ayes, motion carried.*
- c. **Harney County Little League Sponsor Renewal: Amie Scott** – Ms. Scott told the Council that the majority of the money the Little League makes is from sponsorships and donations. *Councilor Brizendine made a motion to donate \$150 to Harney County Little League. Councilor Allison seconded the motion. All ayes, motion carried.*
- d. **ORD 334: The Public Camping Ordinance – REVIEW** – **Councilor Beers** said he read through the draft of the Burns Ordinance and has a concern regarding item B under Temporary Private Property Camping and wondered if there was conflict between that and the Hines RV Ordinance. Also, looking at the Burns draft, it doesn't specify length of time someone could camp on private property, which could cause an issue as after 30 days, someone could declare their campsite as a residence. Might need to check State tenant laws. **Councilor Worley** asked about property owners allowing camps on bare lots. She said that law enforcement found such things could be environmental hazards. **Councilor Beers** said he read in the draft from Burns, that the homeowner would be responsible for providing sanitary facilities, etc. **Administrator Letham** said this is something the Committee needs to iron out. **Councilor Allison** asked when this ordinance needs to be in place and was told July 1<sup>st</sup>. **Administrator Letham** said power at the Park may need to be locked down. **Eldon Hart** asked if the City could turn on the Park sprinklers and was told no. **Administrator Letham** advised that if the City identifies another space for public camping, the City can then ban camping in the Park altogether.
- e. **Harney County Vet Clinic: Hines Impound Agreement** – Renewal of the annual Impound Agreement and Special Hold Agreement. Due to rising costs, the Clinic has found it necessary to increase the fees associated with impounding an animal. *Councilor Beers made a motion to approve the agreement with the Vet Clinic. Councilor Brizendine seconded the motion. All ayes, motion carried.*
- f. **Committee Scheduling:**
  - a. **Park and Planning** – the first thing that needs to be done is to draft a RFP for a consultant. Administrator Letham is working on that. Once the draft is complete the committee can gather to review the RFP before it is sent out.
  - b. **Sewer Extension Project** - This is a priority. The committee needs to set a schedule to meet. Administrator Letham suggested that there needs to be a couple more members on the committee. Mayor Morgan and Councilor Allison are members of this committee. **Councilor Allison** suggested Karl Hofman as a member. It was suggested to have an afternoon meeting to fit Jerry Lewellen's schedule. **Councilor Allison** asked if a person lives within the Urban Growth Boundary, but outside City limits, if they could participate and **Administrator Letham** said yes.
  - c. **Administrator Letham** said he'll plan out a schedule for the committees and will notify the members of dates/times.
  - d. **Public Camping and Homelessness** – **Councilor Brizendine** confirmed that this is a priority as something needs to be in place before July 1<sup>st</sup>.
  - e. **Administrator Letham** said he will check with Amie Scott about creating a calendar of availability for the Council members.

## VIII. Public Comment: (Speaking Times May Be Limited) None

**IX. Council Comments:****Councilor Worley** – None**Councilor Allison** – None**Councilor Brizendine** – Thanks to the Council.**Councilor Beers** – None**Councilor Shepherd** – None**Mayor Morgan** – Thanks to the Council for participating on the committees.

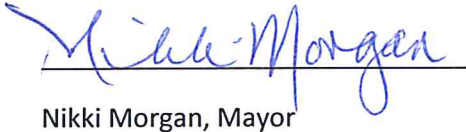
- X. Adjournment** – *Councilor Beers made a motion to adjourn the meeting. Councilor Shepherd seconded the motion. All ayes, motion carried. Meeting adjourned at 7:52pm.*

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON February 28, 2023.

  
Nikki Morgan, Mayor