

**MINUTES FROM
A MEETING OF THE HINES COMMON COUNCIL
March 17, 2020**

Present:

Mayor:

Nikki Morgan

Council: (Present in Chambers)

Councilors Ron Williams, Duane Hutchins, and Robert Beers

Council (Present via Teleconference)

Councilors Raymond Breshears, Ron Miller and Marsallai Quick

City Staff:

City Administrator, Kirby Letham

Public Audience:

Ryan Huber, Tyson Whitney, Anna Iverson and Julie Beitzel. Terry Hellbusch was also present via teleconference.

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

Approval of March 17, 2020 Agenda:

The agenda for March 17, 2020 was reviewed by the Council. Councilor Beers made a motion to approve the agenda as presented. Councilor Williams seconded the motion. All ayes, the motion carried.

Appointment of Interim City Council Member:

The City received one letter expressing interest in assuming the role of City Councilor vacated by Hilda Allison. Marsallai Quick was nominated to the City Council as an Interim

Councilor. Councilor Beers made a motion to approve the appointment of Ms. Quick to the City Council. Councilor Williams seconded the motion. All ayes, the motion carried.

Approval of February 25, 2020 Meeting Minutes:

Councilor Williams made a motion to approve minutes from February 25, 2020 with no change. Councilor Beers seconded the motion. All ayes, the motion carried.

Accounts Payable:

Councilor Williams made a motion to approve the Accounts Payable from February 28, 2020 in the amount of \$4,785.62, from March 12, 2020 in the amount of \$387.30, and from March 17, 2020 in the amount of \$25,717.54. Councilor Hutchins seconded the motion. All ayes, the motion carried.

Department Head Reports

Police Chief, Ryan DeLange

Domestic violence calls are up. Some of it is drug related, some is not. DUIs have increased, unsure as to why. Meth and heroine continue to be issues. Attended executive training at the academy last week. Awesome class, learned a lot. Classes ended early due to Coronavirus issues. Attended LPSSC meeting today, trying to get answers to some of the mental health issues being faced. CIT training may be hosted here. The District Attorney is working on bring the training here. There is a push for the County to take over Hines PD. Chief DeLange has been approached, as has Chief Skunkcap from the City of Burns. Chief DeLange believes that it is related to dollars only. Moving under the County will not improve the police coverage already in place. The Chief advised the Council that he believes that each of the Councilors will be approached next as both local PD Chiefs have said no to the change. Mayor Morgan said this had already been dealt with in the past. Chief DeLange said that the cross coverage with Hines and Burns works very well and he sees no reason to change what is currently working well. He believes that it could be coming up again due to financial reasons at the County level. The Mayor said that in previous discussions the County could not provide more coverage, it would be on a call-out basis. There would be no cost savings to the City to move the PD under

the County. The Mayor explained how the City of Vale lost their police department when they moved under the County, and that although the County tries to keep a deputy local to Vale, it doesn't always happen. The Mayor said that if the County is serious about it, they can come to a City Council meeting and present to the Council. Councilor Hutchins asked for confirmation that we are getting 22 hours per day of police coverage in Burns and Hines. Chief DeLange said yes. Councilor Breshears commented that he believes that if we give up to the County, the City of Hines will not be able to achieve its goals.

Acting Superintendent, Jerry Lewellen

Continuing to check and clean sewers. This time of year, they plug up. Cleaning the pump at the lagoon daily to get rid of the baby wipes being flushed. He believes it will get worse due to the toilet paper shortage. Administrator Letham said that he has considered putting a PSA on the radio advising residents NOT to flush wipes down their toilets. The City is currently pumping approximately 150,000 gallons per day and the same to the overflow lagoon. Pumping approximately 180,000 gallons per day of drinking water. Burning weeds and grass around the lagoons. Bob Spence will help burn the field as it will give the firefighters some training. Got called for a dead deer, contacted Fish & Game and they helped pick it up. Two weekends ago got a call out to the Aspens for a water leak at 2:00am. The line did not belong to the City. Short school that AS Lewellen was to attend has been canceled. Will attend the class in September.

City Administrator, Kirby Letham

Administrator Letham explained that Chief Spence needed to be excused. He had to go to Medford to get a part for the air tank trailer, as the current part was failing. Chief Spence's report will be presented at the next Council meeting. Anderson Perry has final designs ready. Brandon Mahon is planning to attend the next Council meeting. They would like to begin soliciting for bids so that at one of the April meetings the bids could be opened. Tentative plan is to have the bids returned between April 17th – 24th and open them April 28th. Anderson Perry also sent a box of door hangers to deal with easement issues. Public Works has already started hanging them on doors explaining that if residents have things in the way, those things will be moved. There was a meeting

between Administrator Letham, Anderson Perry and the City Attorney. The agreement was that as the Contractor goes through, if there are things in the way, they will be removed and when the Contractor is done with that area, the items will be returned to where they are supposed to be. The Mayor mentioned that some of the alleyways and easements have concrete and rebar in them. AS Lewellen said that Public Works had gone through and cleaned up a lot of that. It was brought up that there are sheds and fences in some of those areas. Administrator Letham said that advantage of us putting things back, then we get to put them where they belong. We are preparing for feedback from residents. At this time, Administrator Letham has not made the decision to close the city office. We are down below the 10 people gathered. We have 3 people in the office, and the occasional police officer, we are on the back side of the billing cycle, so we don't have as many people coming in to the office. Today we had only 3 community members come in to the office. Staff is disinfecting multiple times per day. We have disinfectant spray, bleach wipes, hand sanitizer and soap & water. Unless mandated otherwise by the State, he plans to keep the office open. He has received the plans for the bathroom. He will email everyone, with plans to discuss at the next meeting.

Public Comment – Non-Agenda Items

Ryan Huber – Loves the Hines City Park. He would like to donate a Bear Bench for the park. He would like to do more to help the community and the park. Believes that the occupation drove the community apart and would like to bring the community back together. Would like to collaborate with the City to do something positive for the community. Chief DeLange asked if he were the artist that did the Scottie Dog at the Withee's house. He is. The Mayor asked if he is on Facebook, he is. He has found that giving and love are the most important things. He would like to be a part of bringing the community back together. Councilor Williams asked Mr. Huber that if he were to sell the bench he is donating to the City, how much would it cost? Mr. Huber said he would probably be able to sell it for \$2,000.00. Material costs were approximately \$150.00. The Mayor asked him to bring in his business cards.

Old Business:

Resolution 2278 – Unanticipated Funds: Water Project Draw #15

Administrator Letham read Resolution No. 2278 in its entirety. Resolution 2278 is a resolution of the City of Hines to accept certain identified unanticipated revenues, in the form of grant and loan funds from Biz Oregon to be added to the Water Department and authorizing its expenditure in the amount of \$61,740.00 Funds will go to the Water System/Tower Project. Councilor Williams motioned Resolution No. 2278 be approved with no changes. Councilor Beers seconded the motion. All ayes, the motion carried.

Resolution 2279 – Unanticipated Funds: Speed Grant

Administrator Letham read Resolution No. 2279 in its entirety. Resolution 2279 is a resolution of the City of Hines to accept certain identified unanticipated revenues, in the form of a Speed Control grant, and a Distracted Driver Traffic Safety grant from ODOT to be added to the General Fund Police Department and authorizing its expenditure in the amount of \$3,500.00 for police overtime. Chief DeLange commented that this will be the last grant of this type as the State has changed its requirements. Councilor Williams motioned Resolution No. 2279 be approved with no changes. Councilor Beers seconded the motion. All ayes, the motion carried.

New Business:

Resolution 2280 – Unanticipated Funds: Water Project Draw #16

Administrator Letham read Resolution No. 2280 in its entirety. Resolution 2280 is a resolution of the City of Hines to accept certain identified unanticipated revenue, in the form of grant and loan funds from Biz Oregon to be added to the Water Department and authorizing its expenditure in the amount of \$3,995.00. Funds will go to the Water System/Tower Project. Councilor Beers motioned Resolution No. 2278 be approved with no changes. Councilor Breshears seconded the motion. All ayes, the motion carried.

Corbett Field Donation

The Corbett Field Renovation Committee has requested a donation of \$185.00 for the Burns High School Lights project. This is the annual request that the City previously

committed to. Councilor Williams motioned the donation be approved. Councilor Beers seconded the motion. All ayes, the motion carried.

Temporary Ordinance Suspension Request

Julie Beitzel of Tumbleweed Cannabis Co. addressed the Council with the request that the City allow a temporary suspension of Ordinance 317 regarding delivery of cannabis products. Tumbleweed Cannabis Co. has contacted the OLCC and has the necessary approvals in place to allow delivery of their products. She requested the suspension due to the Coronavirus, explaining that they have clients with suppressed immune systems that should not go out in public and need the medication. She believes it will help curtail use of the black market. The Chief advised a temporary suspension and/or re-writing the current ordinance to allow delivery. The City attorney has suggested that the City institute an expiration date if they agree to allow the suspension. The Mayor is concerned that with the change that it could begin allowing alcohol delivery. Ms. Beitzel explained that the OLCC requires tracking of all orders, and they must prepare a manifest for any deliveries. Councilor Williams motioned the creation of an ordinance to allow temporary suspension of current Ordinance 317 to allow delivery of cannabis products in the City of Hines. Councilor Hutchins seconded the motion. All ayes, the motion carried.

COVID-19 Coronavirus

Administrator Letham included a handout in the packet regarding COVID-19 updates. Discussion of how meetings can be held, such as Zoom meetings or teleconferences. Administrator Letham stated that he is willing to do what needs to be done to keep the City open for business and asked for comments from the Councilors. Councilor Hutchins said he believes the safest thing would be to hold Council meetings telephonically. Councilor Miller doesn't like the telephone as it is difficult to hear everyone. The Mayor said she is open to both Council chambers and telephone. Administrator Letham said he will explore other venues such as video conferencing. Councilor Hutchins said play it by ear. The Mayor then said if you're sick, do NOT come in, call.

Public Comments:

NO COMMENT

Council Comments:

Councilor Breshears – Thank you to all departments. Keep up the good work.

Councilor Hutchins – Thanked Mr. Huber for his donation and said he'd really like to work with him on park improvements. Ms. Beitzel commented that they would like to help the City spruce up the park. They would like to buy the paint if someone would volunteer to do the work. Administrator Letham advised that there are 2 groups in the community that would like a project, so he asked Ms. Beitzel to research the paint needed. Administrator Letham will have AS Lewellan work with Ms. Beitzel on the paint needed to paint the playground equipment. AS Lewellan mentioned that the parks need garbage cans. Said that the ones we currently have are no longer available. Need to look at a new system.

Councilor Williams also thanked Mr. Huber for his donation to the park.

The Mayor thanked both Mr. Huber and Ms. Beitzel for their community spirit.

Adjournment:

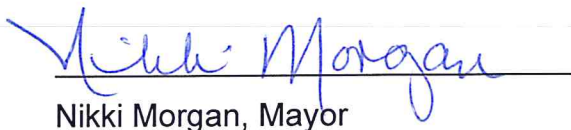
There being no further business, Councilor Williams made a motion to adjourn the meeting. Councilor Beers seconded the motion. *All ayes, the motion carried and the meeting adjourned at 7:38 pm.*

Respectfully Submitted:

Kirby Letham

City Administrator

ACCEPTED AND APPROVED BY THE CITY COUNCIL ON MARCH 24th, 2020



Nikki Morgan, Mayor