

---

**CITY OF MILTON-FREEWATER GOVERNING BODY**

Verl Pressnall                      At Large, Position 1  
Steve Irving                        At Large, Position 2  
Edwin E. Chesnut                At Large, Position 3

Lewis S. Key                        Mayor  
Orrin Lyon (CL President)      Ward 1  
Bradley J. Humbert               Ward 2  
Jose Garcia                         Ward 3

---

**CITY OF MILTON-FREEWATER  
CITY COUNCIL MINUTES****October 8, 2018**

The Council of the City of Milton-Freewater met Monday, October 8, 2018 at 7:00 p.m. in the Albee Room of the Library, 8 SW 8<sup>th</sup> Avenue, Milton-Freewater, Oregon.

The following City Council members were present: Mayor Lewis Key, Councilors Verl Pressnall, Ed Chesnut, Orrin Lyon, Brad Humbert and Steve Irving.

Councilor Jose Garcia was absent.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Finance Director Dave Richmond, Public Works Superintendent Brian Steadman, Electric Superintendent Mike Watkins, Fire Chief Shane Garner and Conservation Specialist Pat Didion.

Citizens and guests present were: Rick Pullen and John Shafer.

Representing the City of Milton-Freewater Fire Department was: Chief Shane Garner, Assistant Chief Bob White, Captain Pat Didion, Captain Dave Hinton, Captain David Jensen, Captain Dave Saager and Firefighters Rob Aguilar, Tandy Bamford, Code Beckman, Ken Drennen, Greg Olsen, Kylee Porter, Travis Rakestraw, Manny Ramirez, Bill Saager and Brian Steadman.

Representing Milton-Freewater Rural Fire and Ambulance was Zach Fry, Ian McVey and Brad Andrews.

Representing the news media was Sherrie Widmer of the Valley Herald.

**CONSENT CALENDAR ITEMS:**

The consent calendar items consisted of:

- Council Minutes from September 10, 2018
- Executive Session Minutes from September 10, 2018
- Accounts payables from September 5, 2018 through September 19, 2018
- Accounts payables from September 20, 2018 through October 1, 2018

Councilor Pressnall motioned to adopt the consent calendar items. Councilor Humbert seconded the motion which passed unanimously.

**PRESENTATION:****MAYOR'S PROCLAMATION – DECLARING OCTOBER 7 – 13, 2018 FIRE  
PREVENTION WEEK AND RECOGNIZING FIRST RESPONDERS – CITY OF MILTON-  
FREEWATER AND MILTON-FREEWATER RURAL FIRE & AMBULANCE**

Mayor Lewis Key read a proclamation recognizing first responders for the City of Milton-Freewater and Milton-Freewater Rural Fire and Ambulance. He also proclaimed October 7<sup>th</sup> through 13<sup>th</sup>, 2018 as Fire Prevention Week.

Manager Hall stated on behalf of the City of Milton-Freewater she wanted to thank both the crews for their excellent coverage and work they did this past fire season and stated she was very proud and impressed by the way the crews worked together and how good they are at their jobs.

## **BUSINESS ITEMS:**

### **AUTHORIZATION TO APPLY FOR A SAFE ROUTES TO SCHOOL GRANT FROM OREGON DEPARTMENT OF TRANSPORTATION TO IMPROVE CROSSWALK SAFETY FOR STUDENTS WALKING OR BICYCLING TO GIB OLINGER ELEMENTARY SCHOOL**

Public Works Superintendent Brian Steadman stated staff was requesting to submit a grant application for a Safe Routes to School (SRTS) Program from Oregon Department of Transportation to improve crosswalk safety for students walking or bicycling to Gib Olinger Elementary School. The SRTS grant requires a 40% (forty percent) cash match unless the project meets criteria to reduce local match to 20% (twenty percent). The proposed project includes installing crosswalk improvements at the intersection of South Main Street and Southwest/Southeast 10<sup>th</sup> Avenue. Improvements will likely include Rapid Flashing Beacons and a refuge island in the middle turn-lane and American with Disabilities Act (ADA) improvements. The sidewalk already completed along Southwest 12<sup>th</sup> Avenue will be included as local cash match as well as the completed four-way stop at the intersection of Southeast 9<sup>th</sup> Avenue and South Mill Street. The installation along Southwest 8<sup>th</sup> Avenue is proposed under House Bill 2017 (HB2017) funding. The proposed project has been arrived at through discussions with Milton-Freewater Unified School District (MFUSD) staff, Oregon Department of Transportation (ODOT) and City Staff. ODOT is currently conducting a traffic signal study to determine if the intersection at Southwest/Southeast 10<sup>th</sup> Avenue warrants a full traffic signal. The study will not be concluded until early 2019.

A brief discussion ensued.

Councilor Chesnut motioned to authorize submittal of Application for a Safe Routes to School Grant from Oregon Department of Transportation to improve crosswalk safety for students walking or bicycling to Gib Olinger Elementary School. Councilor Humbert seconded the motion which passed unanimously.

### **RESOLUTION NO. 2378, AUTHORIZING SIGNATURE TO A LOCAL GOVERNMENT GRANT FOR A PARKS MASTER PLAN, AGREEMENT LG18-035**

Public Works Superintendent Brian Steadman gave credit to Public Works Technician Steven Patten for writing this grant. At a previous meeting the city council authorized staff to submit an application through the Local Government Grant Program for a Parks Master Plan. An application was submitted and staff was notified that it was successful. The agreement is for the requested amount of \$40,000 (forty thousand dollars), the maximum amount allowed. The City is estimated to provide at least \$26,667 (twenty-six thousand six hundred sixty seven dollars). As part of the planning process, multiple public meetings will be held to solicit public input. Planning process updates will also be provided through the City's website for those unable to attend the meetings.

Manager Hall stated by having a Parks Master Plan it will help lay the groundwork on obtaining future grants since it will show that Milton-Freewater has a plan with the community's input.

Councilor Pressnall motioned to adopt Resolution No. 2378, Resolution Authorizing Signature to Local Government Grant Program Agreement No. LG18-035 – Milton-Freewater Parks Master Plan with Oregon Parks and Recreation Department. Councilor Chesnut seconded the motion with passed unanimously.

### **RESOLUTION NO. 2379, DECLARING PROPERTY TO BE SURPLUS**

Electric Superintendent Mike Watkins stated the electric department had a list of items they would like to have declared surplus. The list included utility distribution transformers that are still operational but are old and mismatched in voltage and physical size, scrap or non-working units which included burned out units as well as burned out empty cases to units damaged in vehicle accidents. There were also obsolete disconnects, switches and other miscellaneous items no longer needed or that could be used. He valued the transformers at the current market to be about \$.75 (seventy five cents) to \$.90 (ninety cents) per kVA. Staff will advertise and accept sealed bids on the items to garner as much revenue as the market will allow.

Councilor Irving motioned to adopt Resolution No. 2379, Resolution Declaring Property to be Surplus as outline on “Exhibit A”. Councilor Humbert seconded the motion which passed unanimously.

### **RESOLUTION NO. 2380, AUTHORIZING SIGNATURE TO A FINANCE LOAN AGREEMENT WITH COMMUNITY BANK FOR THE CITY HALL ELEVATOR PROJECT**

Manager Hall stated an elevator for city hall has been on council goals for 30 (thirty) years. An elevator grant was secured by the previous Human Resource Officer Teresa Dutcher through the Federal Transit Administration (FTA) to help fund an ADA accessible elevator at city hall making the transportation headquarters fully accessible. The FTA grant is for \$167,500 (one hundred sixty seven thousand five hundred dollars), a matching grant in the amount of \$19,000 (nineteen thousand dollars) and the current request to authorize a finance loan in the amount up to \$520,000 (five hundred twenty thousand dollars) through Community Bank for a total estimated project cost of \$706,500 (seven hundred six thousand five hundred dollars).

Councilor Chesnut stated the elevator project has been on the goals for as long as he has been attending council meetings.

Councilor Lyon asked if that was the cost just for the elevator.

Manager Hall stated it was and there was going to be a separate grant request for renovating the third floor auditorium.

Councilor Chesnut stated with the elevator being tied into the city hall building it would gain a little seismic structure.

Councilor Humbert asked if the elevator would stop at each floor of city hall.

Manager Hall stated it would not go down to the police department.

Councilor Chesnut motioned to adopt Resolution No. 2380, Resolution Authorizing Signature to a Finance Loan Agreement with Community Bank for the City Hall Elevator Project in the amount up to \$520,000 (five hundred twenty thousand dollars). Councilor Humbert seconded the motion which passed unanimously.

### **UPDATE/PROGRESS REPORT – ON CITY COUNCIL GOALS ADOPTED JANUARY 9, 2017**

Manager Hall presented the updates on all the goals that had an update since her last report in September 2018. She thanked City Recorder Leanne Steadman for drafting these reports for her when she was ill.

Councilor Humbert asked what the status was with the well near Gib Olinger Elementary School.

Manager Hall stated she believed the well had been capped. It is the property of the school district but the city has an agreement with them for joint management. The well is not hooked up to the city water system.

A discussion ensued regarding its status.

Manager Hall stated she along with several other department heads participated in the Mac-Hi career day. She said she was very impressed with how they organized the event and the kids were very courteous and asked great questions.

Councilor Chesnut stated he was thinking the council needed to do another goal session to make it easier on doing the council goal updates.

### **OPPORTUNITY FOR CITIZENS TO APPROACH THE COUNCIL WITH ITEMS NOT ON THE AGENDA**

John Shafer introduced himself and stated he was running for Umatilla County Commissioner Position #2 and that he is the Mayor of Athena.

Rick Pullen introduced himself and stated he was running for Umatilla County Commissioner Position #1.

### **MANAGER'S REPORT**

Manager Hall stated the Library Director was working on a Strategic Plan with the State Library Division. There will be a meeting on November 15, 2018 from 9:00 a.m. – 12:00 p.m. if there were one or two members of the council that wished to attend with her. She next asked the council about a truck that the city purchased in 1991 to be used by the fire department. The department used it for a while but it recently failed to qualify for the fire department so it was then being used by staff for painting and tree trimming. Last fall an employee almost fell out of the bucket when two of the cables broke. The truck was then permanently taken out of service. The truck was declared surplus by council May 2018 and staff has had it listed on Craig's List with no interest. Another option to try and sell the vehicle was to take it to Booker Auction in Eltopia, Washington. With an auction house there are fees whether you sell the vehicle or not. She stated the mechanics come up with a minimum bid for the truck. Manager Hall stated that there was an employee interested in purchasing the vehicle and was asking council if they were comfortable with that.

A brief discussion ensued.

Councilor Irving motioned to sell said vehicle to the interested employee. Councilor Humbert seconded the motion which passed unanimously.

The Manager announced the executive session on litigation would not be held tonight but rather rescheduled for November 13<sup>th</sup> when our attorney can be present.

### **COUNCIL ANNOUNCEMENTS**

Councilor Irving stated he was appreciative of being allowed to attend the League of Oregon Cities (LOC) Annual Conference. He gave an update on the sessions he attended.

Mayor Key also attended the LOC Annual Conference and he gave an update of the session he attended. He stated he appreciate being able to attend the conference.

Councilor Chesnut attended the LOC Annual Conference as well and gave an update on his sessions he attended.

The council adjourned to executive session at 8:00 p.m. pursuant to 192.660(2) (e) to conduct deliberations with person designated by the governing body to negotiate real property transactions.

The council returned to open session at 8:18 p.m.

Councilor Chesnut motioned to authorize Manager Hall to negotiate with the interested individuals on the subject property discussed in executive session. Councilor Humbert seconded the motion which passed unanimously.

There being no further business the meeting was adjourned at 8:19 p.m.

---

Lewis S. Key, Mayor