
CITY OF PILOT ROCK

Council Meeting
June 6, 2023, 6:00 PM

A. Called to Order

Having a quorum, the Regular Council meeting was called to order by **Mayor Randy Gawith** at 6:00 PM. Council members present were **Councilor Raymond Doherty, Councilor Rhonda Lazinka, Councilor Tegan Kaneaster, Councilor Tiffany Schademan and Councilor Vern Sandy. Councilor Derek Turner was absent.** Department Heads present were **City Recorder Teri Bacus, Public Works Director Tim Britain and Chief of Police William Caldera. Citizens that attended were Jimmy Doherty, Jim Hatley and Susan Price.**

B. INVOCATION

Chief Caldera gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

Jimmy Doherty provided a summary on community cleanup day. He states that all the trash boxes were used. High School students assisted senior citizens that signed up to have debris removed and it was very successful. He encourages that there should be personnel at the drop box site next year to assist in directing traffic and which box to place trash in.

E. PRESENTATIONS

The new Umatilla County Special Library District Director Heather Strada introduced herself and provided a briefing on the services that they provide. They are a county wide, tax-supported public library district that is fully funded. They work in partnership with public libraries to ensure that high quality library services are available to all. She described the various programs that promotes access to a wide variety of resources, services, experts, and activities. She also applauded the Pilot Rock Librarian that is managing the library who is doing an outstanding job and the Mayor states that she is amazing.

F. ACTION ITEMS

F-1 Conditional Use Permit – City Recorder explains that business owner Jim Hatley had a citizen's complaint about "junk" on the property where his construction company is located. The issue went to municipal court on May 18, 2023. The Judge ruled that City Council decide to either require a conditional use permit for storage of materials or grandfather the permit. The permit could be grandfathered in due to the length of time that the business has been operating which is approximately 35 years. The property is zoned M-2 heavy industrial, and the zoning ordinances were provided. Jim Hatley was present and explained that all the materials on his property is for his construction business. The word "junk" was discussed and how it applies to this situation. Chief Caldera described the events that led to the complaint. **Councilor Doherty made a motion to grandfather the conditional use permit and Councilor Lazinka seconded. Councilor Schademan voted yes, Councilor Kaneaster voted yes, and Councilor Sandy voted yes. Motion carried: 5 Yes – 0 No**

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Jim Hatley asks why he is the only business in Pilot Rock required to enclose the dumpster provided for his customers. He is referring to his commercial recreational vehicle (RV) park and there was also a complaint on that property. The history of developing the RV park ordinance was discussed. Jim asks about obtaining a variance to not enclose the dumpster. Councilor Doherty states that the requirement is in the RV park ordinance, and he will not consider a variance. He states that when the ordinance was passed, council wanted to ensure that any commercial RV park would look clean and presentable.

F-2 Resolution #701 Adopting the FY2024 Budget – Mayor Gawith opened a public hearing for the FY2024 budget and Budget Officer/City Recorder presents resolution #701 which adopts the fiscal year 2024 budget. She states that the budget committee met, reviewed, made changes, and approved the budget on May 23, 2023. She also provides a summary of funds and the rules on grant money. No public comments were made.

Councilor Doherty made a motion to approve resolution #701 and Councilor Kaneaster seconded. Councilor Lazinka voted yes, Councilor Schademan voted yes, and Councilor Sandy voted yes. Motion carried: 5 Yes – 0 No

F-3 Resolution #702 Election to Receive State Funds – City Recorder presents resolution #702 which declares the city's election to receive state revenue sharing funds. The funds are based on population and the state requires the resolution to receive. **Councilor Doherty made a motion to approve resolution #702 and Councilor Lazinka seconded. Councilor Kaneaster voted yes, Councilor Sandy and Councilor Schademan voted yes. Motion Carried: 5 Yes – 0 No**

F-4 Dispatch Agreement – Chief Caldera presents the Umatilla County Dispatch agreement and states that it increased \$4,279 from the previous year. He explains that he attended a meeting that discussed the increased costs which is primarily due to union contract negotiations. He states that the county commissioners are striving to increase their employee wages. He states that the agreement is needed to assist in supporting the police department. **Councilor Doherty made a motion to approve the dispatch agreement and Councilor Sandy seconded. Councilor Schademan voted yes, and Councilor Kaneaster voted yes, and Councilor Lazinka voted yes. Motion carried: 5 – Yes 0 – No**

F-5 Planning Commission – City Recorder states that at the last meeting, Citizen Jackie Carey asked about renewing the planning commission. She explains that the Planning Commission has had major difficulties in keeping members. In 2017, City Council approved resolution #599 which suspended the Planning Commission due to lack of members. In November 2021, City Council reviewed restarting the commission after City Recorder advertised for members. Advertisements were placed on the city's website and in two newsletters on the front page. Public notices were also placed. No one showed up at the January 2022, City Council meeting to support the renewal and City Council voted to disapprove renewing. A chart of the number of land use reviews was also provided and so far as of June 2023, only 3 requests required City Council review. Councilor Doherty stated his concerns regarding the lack of interest and the inability to have enough members. Requests were submitted, and it would take months for the commission to review. The requests still require final approval from City Council. He states that there is not enough business to sustain,

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and Councilor Kaneaster agrees. Councilor Sandy asks what the cost is to advertise because he has a couple of people that have inquired about it. City Recorder replies that there is no cost. Councilor Lazinka states that she agrees with Councilor Doherty. Councilor Schademan states that having requests delayed is a disservice to the community. **Councilor Kaneaster made a motion to keep resolution #599 and do not form a new Planning Commission and Councilor Schademan seconded. Councilor Lazinka voted yes, Councilor Doherty voted yes, and Councilor Sandy voted no. Motion carried: 4 – Yes 1 – No**

F-6 Address Assignment – City Recorder presents a map of the new partitioned property in the industrial zone and the surrounding area. Hayden Contracting recently purchased 12 acres and an address has not been assigned. She explains that R A Koch road will eventually be extended and is requesting guidance on which road should be assigned to the property. The property is located on the corner of R A Koch Road and Mill Road. Chief Caldera explains that there are signs on both roads that are incorrect. Addresses of the surrounding area was discussed. **Councilor Doherty made a motion to table the address assignment and Councilor Kaneaster seconded. Councilor Lazinka voted yes, Councilor Sandy voted yes, and Councilor Schademan voted yes. Motion carried: 5 – Yes 0 – No**

F-7 Water Master Plan Engineering Amendment – City Recorder explains that the water master plan is required to be updated every 20 years. The last update was 22 years ago, and the city currently has an agreement with Anderson Perry & Associates to update the plan. The industrial property does not have drinking water available and upgrading the north well is needed to begin that process. The amendment is for the agreement adding a subsection for “Electrical Service Assistance”. The Engineer shall provide assistance for sizing a new electrical service at the existing Mill Well site. The electrical service shall be sized for future electrical loadings with a new vertical turbine pump in the existing well. This includes an approximately 400 square foot well building. The cost of the addition will be approximately \$6,000. Public Works Director explains that the north well is larger than both of the other two wells combined. The well needs further upgrading to provide potable water. The necessary upgrades and the next phases of the water project were discussed. **Councilor Sandy made a motion to approve the \$6,000 expenditure and Councilor Lazinka seconded. There was further discussion on the work that would be completed. Councilor Doherty voted yes, Councilor Kaneaster voted yes, and Councilor Schademan voted yes. Motion carried: 5 – Yes 0 -No**

G-1 Department Head Report – Chief Caldera informed Council the status of the burnt down home on 2nd Street. Corporal Badal is attending the second week of supervisory training. He will be continuing his training to qualify for the Chief’s position. He also reports that 22 code violations were cited. The police officer position continues to struggle for qualified candidates. The physical fitness test is currently not available. City Recorder updates City Council on the upcoming meetings.

City Hall:

1. Complete routine updates on reader board
2. Routine updates on city website
3. Completed May 16, 2023, City Council meeting minutes.
4. Processed payroll and payroll liabilities
5. Continued preparations of required document for the FY24 budget

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6. Completed annual review of insurance
7. Submitted new dog ordinance to Code Publishing for codification
8. Attended municipal court regarding RV Park
9. Began advertising for police officer position for next round
10. Met with Idaho power representative for leasing 30 acres of industrial property
11. Prepared letters to surrounding neighbors on the spreading of biosolids from old lagoon

Police Department:

1. Received a complaint on an unsightly property.
2. Officer assisted a citizen with questions about a civil matter.
3. Report of two middle school students who shop-lifted some alcohol during their lunch break. Both juveniles were cited.
4. A loose dog was lodged at the pound and it was later adopted.
5. Assisted medics on a medical call on SE Elm St.
6. Report of a suspicious light near the water tower.
7. Cited a middle-school student for MIP – Alcohol.
8. Escorted the high school band out of town for an appearance at a state band competition in Corvallis.
9. Assisted Pendleton PD on a violation of restraining order investigation.
10. A juvenile's Facebook account was hacked, and the scammer obtained the victim's social security card and birth certificate.
11. Assisted a citizen who had locked her keys inside her car.
12. Conducted a death investigation on SW Birch St.
13. Received a report of loose sheep near SW 6th St.
14. Report of an injured dog south of town.
15. Assisted Baker City Police Department on a hit and run investigation.
16. Received a report of a neighbor harassing another neighbor.
17. Corporal attended the Law Enforcement Memorial Ceremony in Pendleton.
18. Assisted medics on SW Birch St.
19. Investigated an unattended death on NE Fir St.
20. Report of a thirteen-year-old student bringing a bb gun to school.
21. Report of two students harassing one another.
22. Report of a parking issue on SW Cedar St.
23. A resident reported a broken window.
24. Responded to a disturbance between a mother and her adult son.
25. Dollar General reported a shoplift.
26. Family Dollar reported a shoplift.
27. Assisted DHS with checking the welfare of four children who recently moved to town.
28. A citizen complained about nothing being done regarding the feral cat issue.
29. Did a welfare check on a woman that didn't return from the mountains.
30. Found a loose dog on SE Cherry St.
31. Made an arrest of a 21-year-old male for domestic violence. He was lodged in jail on multiple charges.
32. Found a loose dog on SE Elm St.
33. Report of a traffic hazard, a basketball hoop was blocking an entire lane of travel.
34. The sheriff's department requested assistance on a harassment complaint.

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35. Patrolled the bike pit races.
36. Report of a citizen receiving threatening text messages.
37. Assisted a family member in getting in contact with one of their relatives in Washington.
38. Located a wallet and returned it to its owner.
39. Assisted the cemetery maintenance worker in finding someone who could help repair the flagpole.
40. Report of a suspicious person at the Post Office.
41. Received several reports of an explosion in town.
42. Assisted the sheriff's department with an eviction.
43. Assisted with a death notification from Tucson, Arizona.
44. Escorted the high school track team out of town for a state meet.
45. Returned a lost debit card to its owner.
46. Report of a suspicious vehicle near the elementary school.
47. Assisted DHS with a welfare check involving a child.
48. Contacted a resident about an abandoned vehicle near NE 6th and Highway 395.
49. Assisted a motorist with the purchase of some fuel.
50. Initiated two code violations for tall grass and weeds on SE Douglas St.
51. Code violation on NE Douglas St.
52. A lost debit card was located on W. Main St. and the owner was notified.
53. Assisted a citizen with the dumping of some yard debris.
54. Report of a trespass on SW Birch Pl.
55. Officer conducted a welfare check on an individual on SW Cedar St.
56. Lost photos were turned over to the police department until an owner can be identified.
57. Report of a lost key on NE Gumwood.
58. Report of a watch being lost at the elementary school.
59. Report of two aggressive dogs on NE Fir St.

Public Works

1. Mowing and weed eating at City Park
2. Mowing and trimming right of ways
3. No permits have been filed for East Birch Creek Main St. bridge and park walk way.
4. Permit is in process for West Birch Creek sewer line project
5. Mowed weeds at old lagoon
6. Continued research on water master plan
7. Maintenance of waterlines at parks
8. Mowing around the new lagoon
9. Talked to Idaho Power about a lease agreement
10. First meter read of the year
11. Sprayed city sidewalks and right of ways for weeds

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H. CONSENT CALENDAR

Councilor Doherty made a motion to approve the consent calendar and Councilor Sandy seconded. Councilor Kaneaster voted yes, Councilor Lazinka voted yes, and Councilor Schademan voted yes. Motion carried: 5 Yes – 0 No

Bills \$49,667.63

I. COUNCIL COMMENTS

Councilor Doherty asks about how the new Public Works (PW) Utility Worker is doing and PW Director Tim Britain provides an update that he is doing well. Types of weed killers were discussed for landscaping maintenance. Councilor Lazinka thanked Public Works Department for how great the city looks. Online bill pay fee was discussed. Councilor Sandy states that he has received great feedback on the burnt house cleanup. Councilor Schademan asked about the ADA ramps currently under construction and the timeline was discussed.

K. EXECUTIVE SESSION - None

L. ADJOURNMENT

Councilor Schademan made a motion to adjourn, and Councilor Kaneaster seconded. Councilor Lazinka voted yes, Councilor Doherty voted yes, and Councilor Sandy voted yes. Motion carried: 5 Yes – 0 No

Mayor Randy Gawith adjourned the meeting at 7:29 pm.

APPROVED _____
Randy Gawith, Mayor

ATTEST _____
Teri Bacus, City Recorder