
CITY OF PILOT ROCK

Council Meeting
September 5, 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 Tegan Kaneaster, Councilor Tiffany Schademan, Councilor Vern Sandy, Councilor Rhonda Hinkle, and Councilor Derek Turner.** Department Heads present were **City Recorder Teri Bacus, Public Works Director Tim Britain, and Chief of Police William Caldera. Corporal Badal and Citizen Jill Wynder also attended.**

B. INVOCATION

Pastor Harley Jeffers gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS - NONE

E. PRESENTATIONS - NONE

F. ACTION ITEMS

F-1 Agreement for the Land Application of Domestic Biosolids – City Recorder presents an agreement between a local landowner and the city for the spreading of biosolids as part of the decommissioning of the old lagoons. The Department of Environmental Quality (DEQ) has approved the city's biosolids management plan and requires an agreement for the spreading of biosolids. No funds are associated with the agreement. The agreement outlines the requirements of the city and the landowner which includes a log indicating the quantity, quality, and location to spread the biosolids. It also contains testing and regulatory requirements. The agreement also has a map of the land that will be used for the spreading. Councilor Doherty states that he has read the agreement and does not have any objections. **Councilor Turner made a motion to approve the biosolids agreement and Councilor Sandy seconded. Councilor Schademan voted yes, Councilor Kaneaster voted yes, Councilor Hinkle voted yes, and Councilor Doherty voted yes. Motion carried: 6 Yes – 0 No**

F-2 Flood Mitigation Engineering Agreement Amendment – City Recorder presents an amendment to the Birch Creek Flood Repair Engineering agreement dated October 11, 2021. The agreement includes scope of services and estimated fees which are summarized on attachment A. The amendment adds additional engineering services which includes construction engineering for the sediment removal under the Main Street bridge, support for the bank stabilization on West Birch Creek, and monitoring and reporting. The agreement also contains the associated fees for the additional services. Monitoring and reporting by the engineers was discussed which includes a final report that will contain an evaluation. Public Works Director provided an

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update which included the planting of willow trees. There was further discussion on future planting.

Councilor Doherty made a motion to approve the engineering amendment and Councilor Hinkle seconded. Councilor Kaneaster voted yes, Councilor Schademan voted yes, Councilor Turner voted yes, and Councilor Sandy voted yes.

Motion carried: 6 – Yes 0 – No

F-3 Downtown Safety Issue – Councilor Sandy points out a broken front window at a local business on Main Street. He explains that the break is substantial and is concerned for the safety of those who walk by the window. Chief of Police explains that the issue should have been brought up to the Police Department. He did speak to the building owner and the owner will obtain an estimate for repair or replacement. He also states that the owner stated he does not have the funds at this time and wanted to know if the city would provide a small business grant. Chief also explains that this is a landlord tenant issue and there is one code that it applies to. He could cite the building owner, but it would require the tenant's testimony. He provided a copy of an outline of what a tenant can do to address. Methods on repairing the window were discussed. The Chief will speak to the owner on estimates for future review. **Councilor Doherty made a motion to table until the next meeting and Councilor Sandy seconded. Councilor Kaneaster voted yes, Councilor Hinkle voted yes, Councilor Schademan voted yes, and Councilor Turner voted yes.**

Motion carried: 6 – Yes 0 - No

G-1 Department Head Report – Public Works Director states that he has approval to begin stockpiling the biosolids from the old lagoon. Chief Caldera provided an update on the police officer position. A potential candidate has been tested and interviewed with approval. A background check is currently being conducted. The candidate will still have to pass a psychological test for a job offer to be presented. Starting pay was discussed and if the candidate passes the background check, he will have to attend the police academy.

Councilor Turner made a motion to approving the Chief to provide a job offer after passing the background check and Councilor Doherty seconded. Councilor Kaneaster voted yes, Councilor Hinkle voted yes, Councilor Sandy voted yes, and Councilor Schademan voted yes.

Motion carried: 6 – Yes 0 – No

City Recorder states that the annual audit was conducted, and the auditor has sent out confirmations to the council for their response. She also states that a part time clerk has been hired.

City Hall:

1. Completed routine updates on reader board
2. Routine updates on city website
3. Completed August 1, 2023, City Council meeting minutes.
4. Forwarded signed agreement to ODOE for signature.
5. Conducted 5 interviews for part time clerk position.
6. Attended public contracting training provided by League of Oregon Cities
7. Preparation for annual audit

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8. Received Sue Gibson memorial rock for placement in City Park
9. Processed accounts payable
10. Completed articles for newsletter.
11. Forwarded ODOE Solar grant for final signatures
12. City Hall receiving water pipe survey responses
13. Attended the County's required Natural Hazard Mitigation Plan meeting
14. Completed additional interviews on August 16
15. Hired part time clerk – Jackie Marshall
16. Annual Audit conducted August 21-25
17. Attended police officer interview board
18. Completed audit confirmations to be sent to City Councilors and staff
19. Attended ODOT meeting on ADA ramps
20. Attended Senior Center Board meeting with PW on building plans.
21. One auditor returned for one day – provided support

Police Department: August 15

1. Assisted DHS – Child Welfare with a physical abuse case.
2. Report of a US Flag being stolen from a house on SE Elm.
3. Assisted an OSP Trooper with a pursuit. The driver was stopped on SW Birch St. and taken into custody on several charges.
4. Report of a loose dog on SW 10th St. The owner was contacted.
5. Met with a prospective applicant for the police officer opening.
6. Made copies of videos for two cases being sent to the District Attorney.
7. Approved and distributed the August 2023 work schedule.
8. Investigated an assault between two males with one of them going to the hospital.
9. Report of a civil matter over visitation time of a couple's young children.
10. Arrested a female for a probation violation warrant on SW Birch Pl.
11. Cited a dog owner for two counts of dog at large and dog as a public nuisance for attacking a mother and child while they were out walking.
12. Report of a trespassing that occurred on NE Douglas St.
13. Report of a harassing text message being sent on SW Birch Pl.
14. Assisted the fire department with a medical call on E. Birch Creek Rd.
15. A vehicle repossession company confiscated a trailer on NE Hickory street.
16. Assisted DHS on a child abuse complaint on NE Fir St.
17. Speed enforcement conducted on SW Birch St.
18. Report of a suspicious vehicle driving erratically south of town.
19. Report of a domestic disturbance on SE Douglas St.
20. A female who was in jail called to report that she had concerns as to who was taking care of her children while she was incarcerated.
21. Assisted Pendleton PD by contacting a family of an individual who was picked up for DUII – Drugs. The driver was pregnant and was under the influence of fentanyl traveling with her two children in the car.
22. Closed and secured an open gate at the elementary school.

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23. Report of an aggressive dog on SW Cedar St. that was running loose and charging people. The dog was aggressive towards the chief, so it was pepper sprayed and it jumped over the fence into the owner's yard. The owner was cited for dog at large and dog as a public nuisance.
24. Approved a sound variance permit for the Harvest Festival.
25. Registered Cpl. Badal for legal update training.
26. Located a loose dog running at large on SW Birch St.
27. Followed up with a property line dispute on SW 3rd St.
28. Report of a loose and aggressive dog on SW Cedar St.
29. Received information from Parole and Probation about a subject who has a felony warrant on him.
30. Fulfilled a record request from DHS – Child Welfare.
31. Report of people trespassing on SW 3rd St.
32. Assisted with a medical call on SW 10th St.
33. Contacted a registered sex offender on N. Alder Pl.
34. Performed a welfare check on a female who lives on SW 3rd St.
35. Responded to a family domestic on E. Birch Creek Rd.
36. Completed Cpl. Badal's annual work evaluation.
37. Removed a traffic hazard on Hwy. 395 @ NE 4th St.
38. Report of a female experiencing a mental episode causing a disturbance on SW Birch Pl.
39. Report of a vicious dog on SW Birch St.
40. Report of a delusional female causing a disturbance in front of her children on SW Birch Pl.
41. Assisted Pendleton PD with a trespass complaint.
42. Report of an alarm on SW Delwood St.
43. Report of a harassment on W. Main St.
44. Report of two people possibly stealing pop cans on SW Birch St.
45. Report of a loose dog at the city park.
46. Responded to a welfare check on an elderly man on W. Main St.
47. Assisted the sheriff's department on a fire.
48. Report of a person trying to use another person's debit card at a downtown business.

September 5

1. Assisted with security at the Umatilla County Fair.
2. Report of a suspicious person on SW Cedar. The man was located on SW Birch St. and was an employee with Cascade Natural Gas.
3. Report of juveniles throwing rocks at a house on N Alder St.
4. Assisted OSP on a traffic stop involving a possible intoxicated driver.
5. Received a DHS – Child Welfare report of an eleven-year-old boy being injured by his mother.
6. Assisted medics with a person who fell on W. Main St.
7. Report of a trespass at the high school.
8. Assisted medics on W. Main St.
9. A dog owner was cited for dog at large and dog as a public nuisance.
10. Report of a child visitation plan between two parents that was not followed.
11. Report of kids screaming at the high school.
12. Report of barking dogs on SW Birch St.
13. Responded to a family disturbance on SW 3rd St.

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14. The city park bathrooms were vandalized.
15. Report of a missing dog on NE Elm St.
16. Assisted a citizen with a civil matter on SW Cedar St.
17. Responded to a parental custody issue on SW 2nd St.
18. Code violation notice placed on a house to clean up the property on SW 2nd St.
19. Performed a welfare check on a pregnant female on SW Birch Pl.
20. Assisted Adult and Family Services in recovering some medication for a client.
21. Report of loose dogs chasing cats on SW Birch St.
22. Report of two juveniles who shoplifted from the Dollar General. Both were trespassed from the store for one-year.
23. Report of a disturbance between two males at the Vault Tavern.
24. Report of an aggressive dog on SW Birch St.
25. A disturbance was reported on E. Main St.
26. Report sent to an accident reporting bureau.
27. Report of an intoxicated male that fell and hit his head.
28. Did a welfare check on some children on SW Birch Pl.
29. Report of a male threatening another male with a screwdriver.
30. A local resident was arrested on a warrant and lodged in jail.
31. Code violation taken care of on N. Alder Pl.
32. Officer assisted a female who was depressed.
33. Conducted speed enforcement on SW Birch St.
34. Held interviews on two police officer applicants.
35. Received a DHS – Child Welfare cross report of two children injured in an accident involving their mother.
36. Report of a car blocking construction workers trying to do their work at SW Birch Pl. and SW Cedar St.
37. Report of children playing in the highway trying to sell rocks to passing motorists.
38. Provided traffic direction for a cross country run for Pilot Rock students.
39. Assisted an elderly man who needed assistance in getting into his apartment.
40. Assisted medical personnel with a person having breathing problems.
41. Report of a loud music complaint on SW Birch Pl.
42. Issued parking notices on 16 vehicles on W. Main St. to move their vehicles prior to the Harvest Festival activities.
43. Tagged an abandoned vehicle on W. Main St. for removal.
44. Report of two loose dogs being aggressive on SW Birch St.
45. Parking complaint on SW Cedar St.
46. Provided a parade escort.
47. Assisted medics on a medical call on W. Main St.
48. Report of loud noise on W. Main St.
49. Report of a vehicle blocking a private driveway on W. Main St.
50. Report of a strange noise coming from Woodgrain Mill. It was found to be a pipe that had burst in the boiler room.
51. Received a report of a stalking complaint.
52. Received a second welfare request on a pregnant female on SW Birch Pl.

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53. Chief attended a law enforcement administrator's meeting in Pendleton.
54. Report of a dog being hit by a car.
55. A background investigation has commenced on one of the police officer applicants.
56. Drugs seized on W. Main St.
57. Took care of a code violation on NE Cherry St.
58. Two loose dogs were reported running at large on Hwy. 395.
59. Report of a male begging for food on W Main St.
60. Performed a welfare check on a six-year-old girl on E. Main St.
61. There were no criminal issues with the Harvest Festival.

Public Works

1. Mowing and weed eating at City Park
2. Mowing and trimming road shoulders
3. Talking to Anderson/Perry about old lagoon they are getting approval to start piling bio solids on site at old lagoon
4. Maintenance of waterlines at parks
5. Cleaned from under main st bridge project went good
6. Sprayed city sidewalks and right of ways for weeds and puncture vines
7. We are meeting biologist to transplant fish in west birch so we can start the bank protection project
8. Locates for the highway 395 project
9. The benches have been started we have started prepping for secure spots to place them
10. Trimmed trees on foot bridges
11. Continued working on Senior Center plans
12. West Birch Creek project has been started need to plant the willow trees
13. Started placing new benches – 6 have been completed
14. Working with ODOT on 395 with the ADA project
15. Met with Senior Center board members to go over the Senior Center plans

H. CONSENT CALENDAR

Councilor Schademan made a motion to approve the consent calendar and Councilor Sandy seconded. Councilor Kaneaster voted yes, Councilor Turner voted yes, Councilor Hinkle voted yes, and Councilor Doherty voted yes. Motion carried: 6 Yes – 0 No

Bills \$50,720.41

I. COUNCIL COMMENTS

Councilor Sandy states that there are many yards that are not being taken care of. There is a lot of debris, garbage and limbs. The Chief responds that 22 properties have been identified and two have complied. He is welcoming any addresses that are not in compliance with code. Councilor Schademan mentions that the new

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benches look very nice, and she has received compliments about them. The new ADA ramps that the Oregon Department of Transportation has been installing was discussed. The annual Pilot Rock Harvest Festival was also discussed.

K. EXECUTIVE SESSION - None

L. ADJOURNMENT

Councilor Doherty made a motion to adjourn, and Councilor Kaneaster seconded. Councilor Hinkle voted yes, Councilor Sandy voted yes, Councilor Turner voted yes, and Councilor Schademan voted yes. Motion carried: 6 Yes – 0 No

Mayor Randy Gawith adjourned the meeting at 6:42 pm.

APPROVED _____
Randy Gawith, Mayor

ATTEST _____
Teri Bacus, City Recorder