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# CITY OF PILOT ROCK

Council Meeting  
August 1, 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 and Councilor Derek Turner. Councilor Rhonda Hinkle was absent.** Department Heads present were **City Recorder Teri Bacus. Public Works Director Tim Britain and Chief of Police William Caldera were absent. Corporal Badal was present.**

## 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 Performance Agreement for the Community Renewable Energy Grant Program** – City Recorder presents an agreement from the Oregon Department of Energy. The agreement is for the terms of receiving a grant through the Community Renewable Energy Grant Program. It is required to be executed within 30 calendar days. It expires 54 months from the execution date. The city has been working with Sunthurst Energy since 2014 to construct a solar farm that converts sunlight into energy that is routed to the power grid. City Council approved a partition of 40.21 acres in 2015 and an additional partition was approved dividing the original acreage into two parcels. Construction of the project shall commence within 12 months of execution of the agreement. Construction shall be complete within 36 months and is considered complete when the project commences operation. There will be required reports during and after the project. There was discussion about the land lease associated with the project. **Councilor Doherty made a motion to approve the Performance Agreement from the Oregon Department of Energy and Councilor Turner seconded. Councilor Schademan voted yes, Councilor Kaneaster voted yes, and Councilor Sandy voted yes. Motion carried: 5 Yes – 0 No**

**F-4 Employee Vacation** – City Recorder presents a vacation request from the Chief of Police. He would like to take vacation in August. **Councilor Turner made a motion to approve the vacation and Councilor Schademan seconded. Councilor Kaneaster voted yes, and Councilor Sandy voted yes, and Councilor Doherty voted yes. Motion carried: 5 – Yes 0 – No**

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**G-1 Department Head Report** – Chief Caldera provided an update on the police officer position. He has received four applications. He is scheduling the testing process at the end of August. City Recorder announced that five applications have been received for the part time clerk position. Public Works Director provided an update on the old lagoon. We are currently awaiting the agreement between the City and the property owner where the biosolids will be spread. The agreement went to the City’s attorney and has been reviewed with changes. The agreement was sent back to Anderson Perry for final review and approval.

### City Hall:

1. Complete routine updates on reader board
2. Routine updates on city website
3. Completed July 18, 2023, City Council meeting minutes.
4. Processed payroll and payroll liabilities for July
5. Submitted signed lease agreement to Idaho Power
6. Forwarded biosolids agreement to Pendleton Attorney. He represents other party and is unable to comply.
7. Forwarded biosolids agreement to Attorney in Portland. Currently under review.
8. Took pictures of damaged areas on NW Cedar for grant application
9. Submitted ODOT Small City Allotment Grant application for NW Cedar paving project.
10. Submitted completion documents to ODOT for Cherry St paving grant
11. Received fully executed Idaho Power land lease.
12. Received first year payment from Idaho Power
13. Met with AFLAC representative for annual review
14. Completed newsletters articles
15. Drafted and completed letter responding to public records request for bridge permit
16. Ordered Sue Gibson memorial stone for placement in city park
17. Only two applications received for part time clerk position
18. Extended date for part time clerk position to August 15, 2023
19. Service line surveys were mailed with utility bills to all residents

### Police Department:

1. Prepared and approved the July Staff Report.
2. Fulfilled two record requests from DHS – Child Welfare.
3. Received a driving complaint on S. Alder St.
4. Responded to a trespass complaint on SW Birch Pl.
5. Two juveniles turned over picnic tables at the City Park.
6. Report of a disturbance involving a female who was threatening an ex-boyfriend with two knives.
7. Did a record check for the CTUIR Gaming Commission.
8. Our agency received a “gold standard” rating from our policy vendor for complying with the Lexipol policy standards.
9. A firearm was stolen from an unlocked vehicle on NW Delwood.
10. Received a report from DHS – Child Welfare of a family living in unsanitary conditions in a motor home.
11. Report of a loose dog on NW Birch St. The owner was located.
12. Assisted the Washington County Sheriff’s Department with a sex abuse investigation.

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13. Assisted a property management company with posting an eviction notice on SW Cedar St.
14. Report of a domestic violence on SW Birch Pl.
15. Two bicycles were stolen from a residence on SW Delwood St.
16. Assisted Pendleton PD with transporting an individual from Skyview Cemetery to Pilot Rock.
17. Report of a lost dog on SW Cedar St. It was later located by the owner.
18. Assisted Pendleton PD with the recovery of a stolen flatbed trailer on NW Cedar St.
19. Did a record check for Hermiston Police Department on a police applicant.
20. Approved the monthly training bulletins for August 2023.
21. Contacted an elderly female who had pressed her medic alert bracelet accidentally.
22. Assisted the fire department with a fire on NW Cedar St.
23. Attended Pilot Rock Municipal Court for security.
24. Compiled patrol statistics for the monthly newsletter.
25. Report of a lost cell phone at Veteran's Park.
26. Received a driving complaint on W. Main St.
27. Assisted a female in a mental health crisis by transporting her to the hospital.
28. Assisted the OSP CJIS division in looking for the source of a document that was sent to them.
29. Did a follow up investigation regarding the possible sex abuse of a two-year-old.
30. Completed a record check for the fire department on two prospective volunteers.
31. Parking violation on SW Cedar St. where a vehicle was blocking a driveway.
32. Investigated the death of a 59-year-old female on SW Cedar St.
33. Report of two suspicious phone calls made to a local resident from a Hermiston phone number.
34. Spoke to a sex offender who needed information on how to get registered.
35. Report of a storage shed burglary.
36. A family requested information on establishing the power of attorney for a relative.
37. Report of a homeless person sleeping next to Highway 395 near the mill.
38. Code violation on SW Birch St. regarding the storage of garbage.
39. Report of an abandoned vehicle on NE Douglas.
40. Contacted a male regarding a trespass complaint on NE Cherry St.
41. Report of a telephonic harassment on NE Fir St.
42. Report of a female having thoughts of suicide on NE Fir St.
43. Report of a male slumped over the wheel on NW Birch St.
44. Took a report of a missing child on SE 4<sup>th</sup> St. The child was found sleeping in her bed.
45. Conducted speed enforcement on SW Birch St.
46. Report of a fifteen-year-old boy as a runaway. He was found in Pendleton.
47. Investigated an assault between a minor and an adult on NE 4<sup>th</sup> ST.

### 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 have drafted a contract for Jim Hatley to look over so we can spread our old solids on his field it is at our lawyers getting reviewed
4. Maintenance of waterlines at parks
5. Finishing cherry street project. Painted cross walk and stop signs lines

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6. Sprayed city sidewalks and right of ways for weeds and puncture vines
7. Got a call Saturday to put water on burn pile
8. Working on main street bridge flood sediment
9. Put in for next years ODOT grant for NW CEDAR
10. Trimmed trees on foot bridges
11. Continued working on Senior Center plans

### H. CONSENT CALENDAR

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

Bills \$46,720.47

### I. COUNCIL COMMENTS

Councilor Schademan asked about the security of the new benches. Public Works Director explained that the legs of the benches have tabs with holes for anchoring. City Recorder states that the Sue Gibson memorial stone has been ordered. There was discussion on placement of cardboard dumpsters.

### K. EXECUTIVE SESSION - None

### L. ADJOURNMENT

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

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

APPROVED \_\_\_\_\_  
Randy Gawith, Mayor

ATTEST \_\_\_\_\_  
Teri Bacus, City Recorder