

## **Regular Council Meeting**

**April 8, 2015**

The regular meeting of the Arlington City Council was held on April 8, 2015 in the Council Chambers of the Municipal Building. Present were Councilors: Diane Wetherell, Leslie Walborn, Denise Ball, Susan Jones, Doug Hammer, Robert Christensen, Mayor Jeff Bufton, Public Works Superintendent Tim Wetherell, Attorney Michael Thompson and Recorder Pam Rosenbalm. Guests include: Amy & Cole Hammer, Kim Farrar, Leslee Hammer, Pat Shannon, Julius Courtney, Rod McGuire, Peter Mitchell, David Anderson and Mark & Mary Mitchell. Mayor Bufton called the meeting to order at 6:30 p.m.

### **PLEDGE OF ALLEGIANCE RECITED.**

### **PUBLIC COMMENT:**

**COMMUNITY CHAMBER OF COMMERCE UPDATE:** Leslee Hammer was present and informed the Council at their last meeting the Chamber had heard from Rachel Weinstein who informed them of a new brewery in Condon. Leslee also reported, Representatives from the Woolery were present and gave a presentation.

**CONSENT AGENDA:** The consent agenda consisted of the following items: a. Approval of minutes-March 4, 2015. b. Approval of bills as listed. Councilor Walborn motioned to approve the consent agenda. Motion passed unanimously after a second by Councilor Wetherell.

**OSTER PROFESSIONAL:** Bob Armstrong from Oster Professional was present to give details on their past audit report. Bob stated Oster Professional had voiced their opinion on the Peer Review they had received. Bob explained their fail was related to single audits, this does not affect the way the City of Arlington is audited. Bob explained they did not sit on this peer review report. They had to wait until it had gone through the process and they were approved to send it out. Bob also stated Oster Professional appreciates their relationship with the City of Arlington. Mayor Bufton said the Council had not understood the time frame in receiving the report. Councilor Christensen questioned how the Auditors fees are paid. Bob stated the city has a fixed fee audit which means the longer it takes to do the audit the less they make. Lastly, Bob informed the Council employees of Oster Professional participate in continuing education each year. Mayor Bufton thanked Bob for attending the Council Meeting and stated the city would be getting back in touch with Oster Professional to inform them of the Council's decision.

**KIM FARRAR-PIONEER COMMUNITY DEVELOPMENT CORPORATION:** Kim Farrar from Pioneer Community Development Corporation (PCDC) was present to remind the Council of their Mission Statement and some of the services they help provide. They are a local nonprofit organization not affiliated with Gilliam County Government. Currently PCDC is using the Community Development Block Program, funding from Gilliam County and revolving loans their

Corporation offers. At this time they have loans available for low to moderate income, and a rental home rehabilitation loan. This loan is to assist landlords in renovating their rental property. Kim stated she and Julius Courtney visit the meal sites in the county to try and reach people that may need assistance, but obviously there may be more residents in need.

#### **COUNCIL ACTIONS-APPROVE OR DENY:**

**Fire Truck Update:** Mayor Bufton stated in regards to the question of the fire truck bill to Wilde's, the past minutes show the Council made a decision to not pay and forwarded the bill to the NGCRFPD.

**Credit Card Increase:** Councilor Walborn motioned to raise the city credit card limit to \$10,000. Motion passed unanimously after a second by Councilor Ball.

**Red Flag Rule Program:** It was consensus of the Council to renew the Red Flag Rule Program. This Program includes reasonable policies and procedures for detecting, preventing and mitigating identify theft.

**Employee Compensation:** There was a discussion on the percent of wage increases for the employees previously discussed at a work session. Public Works Superintendent Tim Wetherell stated he would like to have a process in place for the employee's review. Councilor Jones motioned to approve a 4% raise for Tim Wetherell and Brain Foster; Pam Rosenbalm, Jeff Sallee and Bill Rosenbalm a 5% raise; Kristen Grubaugh a \$1.00 an hour raise and the 6 month increase of \$1.00 an hour for Bill Rosenbalm that he had negotiated at the time of his hire. Motion passed unanimously after a second by Councilor Christensen. Mayor Bufton stated going forward this will be an annual review, which previously had been agreed on a two year agreement.

**Justice Court Lease:** There was discussion on the utility rates the city pays for the Municipal Building. The monthly average for the past year was \$1022. The Council felt Justice Court should help pay for these costs. Councilor Walborn motioned to amend the Justice Court Lease and increase the monthly charge to \$850.00 to help pay monthly utility rates, at the end of the year utility rates will be reviewed and adjusted accordingly for the term of the lease. Motion passed unanimously after a second by Councilor Wetherell. (Previously the lease had been extended for 5 years at \$500.00 a month.)

**City Web-site Set-up:** Mayor Bufton asked the Council if they would like to purchase the original City of Arlington Oregon domain. It was consensus of the Council to make an offer to purchase that domain.

**Budget Transfers Resolution No's 659 & 660:** Councilor Walborn motioned to approve Resolution No.'s 650 & 660. Motion passed unanimously after a second by Councilor Jones.

**NATIONAL OCEANIC & ATMOSPHERIC ADMINISTRATION REQUEST:** There was a request from the National Oceanic & Atmospheric Administration to study the wind in Arlington. This request is part of the US Department of Energy's 2 year wind forecast modeling experiment. Their request is to place a small Doppler wind LIDARs at a location in Arlington that will provide wind data for 18 months starting in July 2015. The request stated the key to this experiment is to obtain leases at no cost with local government agencies. The Council was in agreement they would like to inform the National Oceanic & Atmospheric Administration the city has property for lease. Councilor Hammer stated he has a number for a Windmill Company that could possibly help with this request. Councilor Ball also stated there is a company who studies the wind at the port and possibly they would be willing to share that information.

**ROD MCGUIRE & MARK MITCHELL-WOOLERY PROJECT UPDATE:** Rod McGuire and David Anderson were present and informed the Council they are part of a group called Friends of Gilliam County. Their goal is to affect positive change within the county by cooperatively discussing the issues, projects and programs that affect us all. They are taking the steps to become a non-profit organization for the purpose of raising money and applying for grants to fund present and future events. Rod stated some of things they have accomplished so far are; setting up a PO Box 66, Arlington, phone number 454-0025, office located at 150 Shane, Arlington, open Tuesday and Thursday 11:00 to 3:00, website; friendsofgilliamcounty.com and also have opened a bank account. The group is planning an October-Fest, October 17, 2015, which will hopefully be a 3 day event. Rod stated they would like to have vendors in the park for this event, and stated they will be quality vendors. The money generated from this and other events will go to the building of the Woolery. Rod also stated the committee would possibly entertain splitting costs with the organizations such as student council or a high school class, if they were willing to help coordinate. Councilor Ball stated this committee's enthusiasm and determination is to be commended. Rod asked if the Council would approve the organizers placing banners in the park for this event. The Council was in agreement with the banners. Julius Courtney stated they felt the most important factor for the building of the Woolery is visibility, accessibility, roads and ample space, with room to expand in the future. The area they are interested in, to possibly build the Woolery is not in the city urban growth boundary or city limits. Therefore, the city wouldn't be able to provide sewer service. This is from the state level not city. The committee could ask the county if they would allow a septic tank. Julius and Rod stated this project is in the early stages, therefore they will discuss location further before making any decisions.

**REVIEW POTENTIAL REZONING OF COTTONWOOD STREET, INDUSTRIAL PROPERTIES:**

Councilor Ball stated the proposal is to change the zone on a portion of Cottonwood Street from light industrial to commercial/light industrial. Mayor Bufton stated he would like to see the old motel also be zoned commercial/light industrial. This would help create property for new commercial businesses to open. Councilor Ball would also like the piece of property the Port of

Arlington owns across Shane Drive be included. (Where the propane tanks are being stored.) Consensus of the Council is to proceed with the rezoning.

**UTILITY RATES:** Mayor Bufton stated the city has come to a place where they need to raise the utility rates. A raise has not occurred in 10 years, and the water fund has not been self sufficient the last 3 years. Councilor Walborn motioned to approve \$3.00 a month water increase per household, commercial and etc. accounts. Motion passed unanimously after a second by Councilor Christensen.

**STATE COMPLAINT UPDATE:** Mayor Bufton stated the State findings were there was no fault of the city.\_

**COUNCILORS REPORT:**

- Councilor Christensen had no report to give.
- Councilor Hammer had no report to give.
- Councilor Jones had no report to give.
- Councilor Ball had no report to give.
- Councilor Walborn stated there had been some problems with EV station and questioned if it was now working. Peter Mitchell from the Port of Arlington said the computer had needed rebooted. Also, one customer had a problem with his card.
- Councilor Wetherell reported at the golf course the greens top dressing was completed this week. Councilor Wetherell also reported there will be a high school tournament at the golf course next week.
- Public Works Superintendent Tim Wetherell informed the Council the new employee has put the Kubota back together. Tim also stated the teal ribbons around town are for sexual abuse awareness month; the newest employee has gotten his CDL, there is a new house being built on First Street, and Crestline Construction purchased \$19,000 worth of crushed rock from the city.

In other business, Peter Mitchell from the Port of Arlington reported; 19 more slips have been constructed at the marina, and the fuel dock is being constructed. Hopefully this will all be up and running by the end of this month. The Port will also have diesel and non-ethanol gas available. City Recorder Pam Rosenbalm reminded the Council to mail in their SEI forms. Recorder Rosenbalm also questioned when the Council would have a decision on the City Auditors. Councilor Walborn questioned if an RFP had been sent out for those services. Recorder Rosenbalm stated no, because at the last Council Meeting the Council had questioned the time frame and some had stated they didn't fully understand the Peer Review on Oster Professional. Councilor Walborn stated sending out an RFP was a motion and felt it should have

been done. Recorder Rosenbalm stated those can still be sent out. Recorder Rosenbalm stated she was contacted by Oster to be present at this Council Meeting, and after speaking with the Mayor and Attorney Carey, Oster Professional was placed on the agenda. After some discussion it was decided there will be a Special Meeting April 15, 2015 at 5:00 p.m. to discuss this further.

Regular meeting adjourned at 9:18 p.m.

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Jeffery Bufton, Mayor

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Pam Rosenbalm, Recorder