

DRAFT

**Regular Council Meeting Minutes
March 5, 2025**

The regular meeting of the Arlington City Council was held on March 5, 2025, in the Council Chambers of the Municipal Building and via telephone conference.

Presiding: Mayor Jeffery Bufton.

Council Present: Denise Ball, Councilor Marshall Swope, Councilor Kayla Rayburn, and Councilor Mark Davidson.

Council Absent: Councilor Jerry Hanan, Councilor Matt Irby

Staff Present: City Recorder Victoria McKinney, Attorney Ruben Cleaveland, Engineer Brad Baird.

Guests: Undersheriff Flory, Marta Mikkalo, Jed Crowther, Rita Miciak, Andrew Miciak, Carrie Schadewitz, Heather and Jeff Steves, Amy Wolf, Mark Seder, Forest O'Brian, Chris Jackson, and Mary Mitchell.

Call to Order: Mayor Bufton called the regular meeting to order at 6:30 p.m. Pledge of Allegiance recited.

1. PUBLIC COMMENT- 6:30pm

Marta Mikkalo – Library- Last week the Arlington Public Library board met with the Gilliam County Library, **Councilor Ball**, and **Mayor Bufton** and it was a good meeting. Last night, the Arlington Public Library board met and decided to move forward with the possibility of combining with the Gilliam County Library. However, the primary wishes of the Arlington Public Library board remain. They want what's best for the community, our library, and our employees. They are amenable to move forward if the City council and mayor are on board. The primary concern is their autonomy and retaining the current board. Although they would meet with the Gilliam County board. They want to run their own programs. They want to be equal to the Gilliam County Library. They do not want their library or librarian answering the Gilliam County Librarian. They want to be able to run their successful library just as they have. Mary Mitchell has done an amazing job working with the budget she has had. Next thing to do is the library board will need to meet with council in a work session to decide what the move would entail. **The Mayor** and **Councilor Ball** were happy with the meeting. After the work session, the Arlington Public Library will meet with the Gilliam County Library and hash out what that will look like. If all items are agreed upon, that plan will then be taken to Gilliam County Court.

Chris Jackson, 1st and Ivy. Thanked the library staff that "puts up with him". Experience with Portland, etc. 40 years. Question what is going on by the airport. It seems there will be a need for ultrapure water. He goes on to explain what Intel uses. He asks, what are they doing with their wastewater? Where does he go to find the information on their plan, capturing the water, processing the water, using, and disposing? **Mayor Bufton** explained the city engineering team is heading up the project with the AWS engineering team. Many of those answers are not available yet as they are phase two, the infostructure development phase of which is not yet ironed out. But which are addressing the questions Mr. Jackson has. **The Mayor** says as the construction phase comes into play, Anderson Perry will head up the plan as well. The Mayor states there will be no cost to the citizens. Mr. Jackson stated the city will be responsible for any EPA levels or metering with water in and out and will need to implement a sampling

display project to record depth of water minute by minute. **The Mayor** states, it will be state of the art system. Anderson Perry is way ahead of where they thought they would be at this point.

Gilliam County Sheriff's Office- Under Sheriff Flory

Under Sheriff Flory went over the crime report, provided to the Council by the Sheriff's Office. They have been super busy for the last couple of months. 54 cases so far this year. Projection is well over 400 for 2025. 275 to 300 per year is the typical. 4 high speed pursuits to date, one being just today. Pursuits are dangerous and they do their best to keep them from impacting citizens. Met with Mortensen yesterday. They are doing a repower Leaner Juniper 2A. 38 towers. Meeting on safety. There will be in excess 200 workers to Arlington at any given point during this project increasing traffic. Driving laws will be a priority as always. Mortenson has a zero tolerance for their employees coming and arriving to work. **Mayor Bufton** asked, "was Mortenson planning to come to our council meeting?" Under Sheriff Flory will contact them to invite. Undersheriff Flory says he has been told of issues with people residing in RVs in Arlington. Is there something the Sheriff's Office needs to be aware of? He has not found in the ordinances anything that is directly enforceable by their office. It seems to fall under the zoning. He asks Attorney Cleaveland if he is aware of anything different. **Attorney Cleaveland** says there is permit program to allow in certain instances and is an exception to the zoning code. He will review and email Under Sheriff Flory the information. Under Sheriff Flory especially needs the penalty portion for code enforcement. Discussion on permit clarity took place. Councilor Ball states the RVs must meet setbacks.

Amy Wolf. Does her best to represent Arlington from her position on with the Frontier Chamber of Commerce. The board in Condon is open to having an Arlington representative and would love to do that herself but it was told she cannot hold both the positions as board member and Ambassador, after she was nominated for a position by another board member. Maybe the City Council could request that? She stated that since the budget was reviewed, there is not much that she does anymore with the functions in Arlington as those tasks have been taken over by Brittany Dark and she does what is asked of her. She has asked business owners and others to participate. The Pop Shed has been in question. At the meeting in Arlington, the people there said they wanted to keep it. She says Wade Johnson offered to move it to the caboose area. Wolf is willing to open it as a volunteer outside of the Frontier Chamber of Commerce as the Frontier will not pay for her to open it up to the public. The idea is to make it a visitor center. Much safer than the caboose. She really desires to help Arlington. If the council desires something done that needs to be communicated to the Frontier for action on her part. There is a main street training opportunity available. Contact the Frontier Chamber of Commerce for more information. **Councilor Rayburn** asks; has it been communicated to the businesses as an option for them? Amy Wolf stated that she can take the questions to Brittany Dark for follow-up. Amy Wolf suggested she might be able to do a pamphlet of information for the business owners to communicate the information with them and facilitate communication in a meeting with the business owners. **The Mayor** explains that we a city pays the membership, and we need more representation from that area, and it is something we can discuss further down the road. He adds that we received the expense report from Brittany Dark and this subject will be on the next council agenda. This will give the council time to read through the report and pose their questions at the next council meeting in April. **Councilor Rayburn** states she assumes the main street grant focus changes from year to year.

Jed Crowser – Port of Arlington. Reporting that Alkali sub-division is out for bid. A big walk through took place on Tuesday. There are 8 general contractors interested. They should have a good bid next Thursday. Gen Contractors

will be looking for gravel. Mr. Crowser asked that the city office be responsive to the contractors as they seek gravel information for their bids. Part of the layout includes sidewalks consistent with planning requirements. There are two options for sidewalks. Before or after construction of houses. There is a luxury that Anderson Perry serves as Port of Arlington's project engineer and reviewer and safeguard for the city to make sure those installations are performed correctly. They anticipate the main entry road will need the sidewalk immediately and maybe some other portions can wait until houses are built. This is something already in the city code and may need a change. But this is not something he is asking for an exception on, just making it known that issue came up in the pre-bid whether all the sidewalks would be installed at the same time as the sub-division. Councilor Davidson asks if the sub-division will be made available for sale in phases? Or will it be open all at once for the buyer's choice? Mr. Crowser, at completion it would be available all at once because of how the roads are laid out. It was presented to the planning commission as a phase option but ultimately by the time the roadway is built all lots will become accessible to roadways and be able to be finalized with sub-division approval. **Councilor Ball** is someone leasing the rock quarry again? Mr. Crowser says it is L3 Construction who is leasing. **Councilor Davidson**, how much rock will be needed right off? Do we have enough. Brad Baird says it will be several thousand. **Mayor Bufton** stated we may need to call in the crusher.

2. **CONSENT AGENDA** - Consent agenda consisted of the following items:

- a. Approval of Minutes - Regular Meeting February 5, 2025
- b. Approval of bills as listed.

AMENDMENT to February 5, 2025, minutes as follows. Councilors Rayburn and Davidson were listed as attending and absent. They were both absent. And page 4, fifth line down, a typo. It should read 501c3, not 50c3. To be approved at the April 9th meeting as Councilors Davidson and Rayburn both abstain from minutes tonight and there is not a quorum for the minutes with two councilors absent tonight.

Councilor Ball motioned to approve bills as provided.

Motion second: Councilor Davidson.

Roll Call: Unanimous

3. **Frontier Chamber of Commerce - Main street economic vitality program.** The **Mayor** asked for volunteers. Interested parties to volunteer to see Recorder McKinney.

4. **Mark Seder – Amendment #1 to Agreement of 3-18-23 for the Re-imagine Arlington Downtown Vision Plan.** **Attorney Cleaveland** expresses it is important to note this is for Mr. Seder to pursue additional grant opportunities for this project. Once a grant is found, Mr. Seder will then ask the council for approval to proceed. The mayor says this is separate from the project working with Anderson Perry and does not interfere. **Councilor Ball** suggests the County's Capital Projects Grant to Mr. Seder. Mr. Seder, as a clarification, we are open to anything, but really, we want to specifically generate more money for downtown, especially Alkali park. Construction is volatile, it's good to have as much as we can going in so as not to shrink what has already been granted due to construction costs.

Councilor Davidson motioned to approve and sign **Amendment #1 to Agreement of 3-18-23 for the Re-imagine Arlington Downtown Vision Plan.**

Second – Councilor Rayburn

Roll Call - Unanimous

5. BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES –

Before he started, he answered Councilor Davidson on the gravel needs for the Port of Arlington Alkali Ridge Subdivision of 48,070 tons of aggregate base, 18065 tons of base rock, almost 6,000 tons needed. Engineer Baird provided one handout with an update of 13 items. A short description of each was explained and would answer many of the public questions tonight.

1. Alkali Park Improvements
2. Wastewater Facilities Plan Status Update
3. ARPA Funding, Columbia River Pump Station
4. Port of Arlington Alkali Ridge Subdivision Design
5. Motel Demo – Councilor Davidson asked if the trees by the railroad will be removed from the UPRR right of way? **Council consensus is to remove.**
6. Water Management and Conservation Plan Update
7. Columbia River Water System Update
8. AWS Reimbursement Agreement Update
9. Aquafer Storage and Recovery Study Work Order: Mayor requested a description of this. Engineer Baird says it has been in place for decades now. The Columbia River water is being pumped up through the MESA and AWS will have a sophisticated treatment system that will treat it where it is high enough quality to cool computers. Utilizing the aquifer to store and replenish. Stores are in fall and winter, used in spring and summer.
10. Drilling Status Update
11. Water Meter Project Update – fully funded by AWS. Real time access to meter data for city and residents.
12. Invoices and Expenses Presented Tonight, Requesting Approval
13. AWS Water, Sewer, Industrial Water Rates Analysis and Discussion

Councilor Rayburn motioned to approve the payment of \$40,000.00 to Anderson Perry prior to AWS reimbursement to pay the driller for that portion of drilling.

Second Councilor Ball

Roll Call: Unanimous

Engineer Baird says AWS is requesting water and sewer rate data. This subject to be held over to next month. Mayor Bufton says we don't know what our gallon usage will be yet.

6. **Goat Grazing - update – Attorney Cleaveland** received scope of work from Mr. Kropf and sent a contract back to him for signature. No word back as of today. Have not been responded to. **Councilor Ball** asked who has responded to the cost share since the last meeting. **Recorder McKinney**, with the reminder from Jed Crowser, says the Port of Arlington has responded with their interest with a portion of their land. **Councilor Davidson** asked Attorney Cleaveland, “do the letters need to be certified?” He answered no. Only if there is a citation. Citations do need to be sent certified. Enforcement will be followed up on if not taken care of.
7. **Old motel demolition site, 1300 Locust Street – Discussed Options.** **Mayor Bufton** talked to Dan Meader. Planner Meader is exploring marketing and development. Mr. Meader will get back to us on this. **Councilor Ball**, do we think we might like to have a broker for developers? **Mayor Bufton**, that was part of the discussion. **Councilor Davidson**, have we discussed an RV park? Temporary RV is one possibility for the

construction interim. **Mayor Bufton** states that after that though, how do we want to develop the property? **Councilor Rayburn** says a laundromat is a need. **Councilor Davidson**, for the influx of 200 workers, this would be a viable use at least temporarily. **Councilor Davidson**, people are moving out of the RV parks and to residences. Discussion on the use and reality of the current use of the RV ordinance emergency for worker housing. This is being reviewed by Attorney Cleveland. Sheriff needs the tools to enforce this.

8. Council Action.

a. **Arlington Saddle Club – Donation request letter.** Councilor Davidson motioned to donate \$350 to the Arlington Saddle Club. Councilor Ball second. Roll Call was unanimous.

Mayor Bufton **AMENDED Nazarene Church as an item b.**

b. **Nazarene Church – Donation request.** Councilor Rayburn motioned to donate \$400 to the Nazarene Church for the Easter Egg Hunt. Councilor Ball seconded. Roll call was Unanimous,

9. Appoint Budget Committee Members if needed. Councilor Ball moved to appoint Carrie Schadewitz to our city budget committee. Councilor Davidson second. Roll Call-Unanimous.

10. COUNCILOR REPORTS

- **Councilor Davidson** – Have not gone through applications yet for the grant applications for weed abatement. Recorder McKinney stated it was extended to Monday and just closed this week. Not quite as many as last year. Cori Mikkalo will be in contact with us when ready for the group to go through the applications for awarding.
- **Councilor Rayburn** – Spoke with PWS Gronquist. Sanitation is going well. Front loaders will likely need to be investigated for new development areas for industrial garbage depending on need. She and PWS Gronquist are working together on the recycling center. There are some grant opportunities she is looking into filling out to help with this project. No numbers yet for fencing of the recycling area. Attended the town hall meeting with the County. She was pleasantly surprised with turn out. There will be a town hall on the 18th with Merkley at the Gronquist building.
- Councilor Hanan - Absent
- Councilor Irby – Absent
- Councilor Swope – Nothing to report
- **Councilor Ball** – Stated PWS Gronquist did have a sewer problem over on E. 2nd. It was not in the main line, just the service line. Reported on a citizen getting a door-to-door visitor selling insurance. But they seemed to be scoping the home moving about the property. The resident reported it to the police. Police did not locate the van. The homeowner asked about the city solicitation rules. If someone is contacting door to door, 10 or more people, then they must get a registration certificate from the city beforehand. There is a \$50 fee for this. With this the homeowners will be able to see with that permit that they are legitimate. **Councilor Davidson** says the first thing that came to his mind was the children who do door to door fund raisers. **Mayor Bufton** states that if children are doing fundraisers, that permit is waived by the city. **Councilor Davidson**, will the city give them a

permit (receipt)? Yes. Although, Residents may put up a sign of no solicitation and the solicitor cannot bother even with the permit.

11. STAFF REPORTS

- Attorney Cleaveland – Nothing to report.
- **Recorder McKinney** – Mr. Cunningham came in to train her on the electronic reader board. The current city web site has been discovered to be obsolete by two and half years and is no longer supported by Go Daddy in support. There was a switch over. Some upfront expenses and there is a yearly amount that comes to an estimated \$22.50 per month which is less than what we have been paying. Paid for one year upfront and the set up support. Moving all data over from the old version to the new version. Will take about 3 to 4 four weeks. The meeting is set for March 14th to begin the migration process. The initial version is very nice, and I think you will be pleased with the outcome. The company we use is Go Daddy Pro.
- **PWS Gronquist** – **Mayor Bufton** updated in her absence. A&L is working on Foot Bridge Ramps. Signs have been installed at Alkali Park. Jacobson (Rough Mower) has bad injectors, and they are being replaced. **Mayor Bufton** says she is getting some quotes, so that will be coming up soon. He instructed her to get them for new as well. TMG will be installing new scales and Chlorinators @ Well 1. Working on Trees in China Ditch. Rita Miciak asked about long term care of the China Ditch. **Councilor Davidson** stated that Doug Potter says it will take about 3 years to clear it completely. Dump Truck is ready to haul gravel. We will take the Rock Spreader out the week of March 10th. Greens at the Golf Course were mowed on March 3rd. Purswell will be working on a new pump system at the Golf Course. Dry-Ject will be here on April 24th to plug greens – Volunteers are greatly appreciated! Backhoe is getting the transaxle replaced. Will be taking out Sander from pickup next week. Picking up more garbage cans in the next couple of weeks. Waiting for the light to be installed on Flagpole at City Hall. Will work on getting the Street Sweeper in towards the end of the March.

Regular meeting Closed: 8:18

No executive session was had.

Jeffery Bufton, Mayor

Victoria McKinney, City Recorder