

Regular Council Meeting and Hearing Minutes
May 7, 2025

The regular meeting of the Arlington City Council was held on May 7, 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 Matt Irby, Councilor Kayla Rayburn, and Councilor Mark Davidson.

Council Absent: Councilor Jerry Hanan

Staff Present: City Recorder Victoria McKinney, Assistant Recorder Taylor Grubaugh, Attorney Ruben Cleaveland, Engineer Brad Baird, and PWS Shanna Gronquist.

Guests: Kameron Krebs, Brittany Dark, Jeff and Heather Steeves, Marta Mikkalo, Rita Miciak, Amy Wolf, Jed Crowder, Mary Mitchell, Planner-Dan Meader, Laurie Blackman, Planner-Jaime Crawford vis phone, Mark Seder, James Metsker, and Commissioner-Grant Wilkins

The Pledge of Allegiance

Open Legislative Public Hearing at 6:30pm

1. **Legislative Public Hearing** to consider adoption of the revised Arlington Zoning Ordinance No. 383. LU Case File 002-25. Final evidentiary hearing. New Zoning Ordinance No. 443 for proposed adoption.

Dan Meader gave a summary of what directed the revision. This is the best revision he has ever seen. It is the final public hearing and needs to be adopted by May 31st as the next DLCD meeting will be in June. Dan suggests the annotated version be adopted as it will give explanations why everything was done.

- a. **Public Comment:** Question from Councilor Rayburn on meaning of CUP. Jed Crowder explained it means Conditional Use Permit. Dan Meader asks that the council takes Jed Crowder's submitted letter under advisement but they were not able to include as there simply was not time. Mayor asks here that Jed Crowder elaborate on his meaning of "Cottage Cluster". Mr. Crowder explained what a cottage cluster would look like if added per his letter request submitted with the Ordinance proposal. As in his letter he explains he took a tour of the cottage homes in LaGrande. One home site with a single-family dwelling preplaced with four 600 square foot homes and called a Veterans Village, placed in a R-2 area and met all setbacks. An idea is to have a middle-placed courtyard for use by each homeowner. Councilor Rayburn spoke about the options as well. These homes give a different income level to allow people with smaller incomes to afford the purchase of a home. Councilor Rayburn added this could be for the elderly where minimal yard work and upkeep is needed. Councilor Davidson asked if this would allow for a two-acre lot to have three 1500 square foot homes to be placed. Planner Jaime Crawford answered by explaining this means multiple units on one lot and described layouts and there are stipulations to keep from having a crazy number of homes on one lot. Mr. Jeff Steeves asked about parking. Dan Meader explained the lot size and how this should also meet the setbacks. Crawford says it is up to the developer to meet the off-street parking or apply for a variance. Mr. Jeff Steeves asked if the parking is in this new Ordinance. Dan says yes, it is. There was some discussion on the concept and what is considered for cottage clusters. Councilor Davidson asks how we would address homes with multiple units on property. Jaime Crawford says addresses are reviewed by Emergency Fire Services. There are also size restrictions when it comes to cottage

clusters. This being a live Ordinance, cottage clusters may, upon approval, be added later if so desired. Councilor Ball explains she was a part of the TAC group. She feels Jaime and Dan did a wonderful job and does not hurt but enhances. Allowing people to be more creative with their own property. Councilor Davidson says, but this also allows the city to still have some control. The mayor says this loosens up the options for the citizens. Ruben Cleaveland stated this is a good and long-term needed change.

Legislative Public Hearing closed at 6:55pm

Call to Order: Mayor Bufton called the regular meeting to order at 6:55 p.m. Pledge of Allegiance recited.

2. PUBLIC COMMENT-

Kameron Krebs says he is here to address action item number 6 on the agenda. He asks that that item be moved up as he does not think it would take that much time. The mayor stated it will be picked up when they get to item 6.

Jeff Steves asks for an update on Splash Park. Mayor Bufton states we are still working on the development aspects of the construction. We are still moving forward but the time frame has been adjusted. Councilor Ball asked if we thought it would be completed this summer. Mayor Bufton does not think so currently.

3. Consent Agenda

- a. Approval of Minutes – Regular Meeting April 9, 2025.
- b. Approval of Bills – As Listed

Motion: Councilor Rayburn motioned to accept the Consent Agenda as presented. Second by Councilor Davidson. ROLL CALL: Unanimous.

4. Council Action

- a. Mt. Valley Land Co.—Councilor Ball on the Mt. Valley sale of Old Motel Property. With the Mayors blessing Councilor Ball volunteered to move along to see that something happens with the old motel property. She met with Lee Docken and shared that the city would like to sell the property and wants to make sure there is good communication in making sure we have as many interested parties share their thoughts in the development as possible. This is so the city can try to have a little input into what goes on that property. Councilor Ball shared a handout. She says we need to know if this is the route the council would like to go. Councilor Rayburn asked if it lived on. Mayor Bufton says it would need to go through the rezoning process for that. This would be done by the developer/purchaser. Options were discussed here. Laurie Blackman with Mt. Valley Land Co. explains how it would be marketed depending on the council decision. The council would like to be able to know what interested parties would like to do with the property. Mayor Bufton says the council needs to decide on the direction they desire to go with this property. Whether that be commercial or residential, a decision needs to be made by discussing all the options. Ms. Blackman

explained that the developer/purchaser would have stipulations to begin building within 6 months to a year so as not to have an unused empty lot for a long period of time. Councilor Irby stated he would like to advertise it as commercial. Mayor Bufton confirmed with Ms. Blackman that the city can market it for multi-zoning options to developers with the idea that rezoning could take place based on zoning requirements. Councilor Ball explains her thoughts on what she sees for the property such as an RV park with a commercial laundromat, and showers. It is also up to the developer. She adds that she spoke with Judge Patnode and how much the city has invested in this property. It costs more to build here in Arlington. She talked about an incentive to build in Arlington. She asked Judge Patnode one day if she felt that economic funds could be offered to the city and could be used for an incentive to an offer tied to the time limit. Judge Patnode said that it could possibly be done under an IGA. Councilor Ball is trying to make this attractive to keep the property from sitting and not being utilized. The first step is to make a motion to move ahead with Mt Valley Land Company to represent and market the property subject to the requirements of ORS of the sale of real property and property that is in proximity to railroad tracks. Attorney Cleavland says we need to go through the procedure of the hearing of the sale and the notification, same as we did with the cop chop. There are procedures to follow as the property sits close to and “at grade” railroad crossing. Councilor Ball stated we have a 30-day comment period from notification to ODOT before property can be marketed. **Councilor Ball moved to have Mt Valley Land Company prepare a real estate contract to market and show the old motel property to prospective developers subject to legal review. Councilor Davidson seconded. Roll Call: Unanimous.** Discussion on the price was had and Fair Market Value. **Councilor Rayburn moved to approve \$225,000.00 as the listing price for the old motel property marketed by Mt. Valley Land Company. Councilor Ball seconded. Roll Call: Unanimous.**

- b. Purchase of Commercial property from Scott Knepper – Councilor Ball says we need the actual motion to purchase the 7.2 acre lots for \$150,000.00. Councilor Davidson says he thought about this property agrees with purchasing and have Anderson Perry give us a site design, make the infrastructure development and then sell the lot. Brad says the developer is typically the one who does that. There was more discussion on options. **Councilor Rayburn moved to purchase the property from Scott Knepper for \$150,000.00. Councilor Ball Seconded. Roll Call: Unanimous.**
- c. Arlington Public Library - Marta Mikkalo spoke. Heather drives the mural project. Special events fully fund the mural. She spoke on the rendering of the project. Heather handed it out here. Asking for a sage green color as the backdrop of the mural. The picture of the proposed was handed around. There was applause for the job well done by Heather Steves. Marta shared the mural draft pictures and took opinions and suggestions of changes. Marta

has been diligently looking for a home for the Library employees. They put in for an operational grant c/o City of Arlington. It has been approved and will be voted on in two weeks. Marta would like the council to consider using the \$70,000.00 grant to move the new librarian under the city payroll on July 1st rather than passing the money through to the library. The primary purpose is to increase library hours. The mayor expresses his thankfulness to everyone making things happen with the library and thanked Mary for her years of dedication.

- d. New zoning Ord. No. 443 for approval - **Councilor Davidson motioned for the first reading for the Ordinance No. 443 by title only. Councilor Rayburn seconded the motion. Roll Call: Unanimous.** Attorney Cleaveland read Ordinance No. 443 in ordinance repealing and replacing the text of Ordinance No. 383 the City of Arlington Zoning ordinance in all amendments there too. **Councilor Ball moved to accept the first reading by title only of Ordinance 443 and call for the second reading by title only of Zoning Ordinance 443. Seconded by Councilor Rayburn. Roll Call: Unanimous.** Attorney Cleaveland read, Ordinance 443 and Ordinance repealing and replacing the text of Ordinance No. 383 the City of Arlington zoning ordinance and all amendments there too. **Councilor Ball moved to accept the second reading of Ordinance 443 and adopt the new ordinance. Councilor Rayburn seconded. Roll Call: Unanimous.**
5. EVCS: Attorney Cleavland stated there were more ODOT grant administrative amendment terms requests as follows. "The premises is available to EVCS for the entire term of the agreement for the purpose of repairing, replacing, upgrading, constructing, installing, operating, and maintaining the charging station in accordance with 23CFR680 and all applicable laws and regulations." The second administrative term requested to be added is, "ODOT and it's agents have the right to enter the premises as well as to visually examine the premises and ground a complete environmental review as necessary to comply with National environmental Protection Act and for purposes of inspection". The third statement requested is as follows. "If either party defaults under this agreement or the agreement that EVCS has with ODOT, the city shall be held harmless." Attorney Cleaveland shared his concerns on the verbiage of 23CFR680 as it may be interpreted as being 4 chargers for both locations. So, he added this statement as follows. "The existing charging location and the additional eight spaces that we are adding to the agreement that they are being located in the immediate vicinity of each other and that they shall be considered one charging station for purposes of that code of regulations. Thereby the minimum four charging ports are met." This is the Second Amendment to Dec. 5, 2012, Lease of Business Property Agreement between EV Charging Solutions, Inc. and the City of Arlington for an EV charging station at the Locust Street parking lot. **Councilor Rayburn motioned to accept the amended contract with EVCS for the charging stations downtown mall area Second by Councilor Davidson. Roll Call: Unanimous.**
6. Additional Council Action

- a. Approve Krebs grazing agreement – Thanks the council for their service. He has secured a lease with Amazon for grazing. Although he was unaware that the portion just below the rimrock was still owned by the City of Arlington. He asks for forgiveness in not catching that in the transaction between he and Amazon and is now asking to lease the bottom portion of fenced parcel to match with the top portion in the same duration of length that the city either sell off, develop, or use for other species are utilized to manage the vegetation in that portion. Councilor Ball, there are also 40 acres that butt against the property on top to be utilized by the Woolery. It is grazed by goats this year. Krebs is asking to continue to access the property to graze. It is one year until Dec 1st, 2025, and the License agreement can be renewed. It is the triangle piece below rim rock. History shows that pasture has been leased by Krebs for 10 years. **Councilor Rayburn moved to approve the License for use of property with Krebs Livestock, LLC for the duration listed on the agreement and approve for 2025. Seconded by Councilor Ball. Roll Call: Unanimous.**
7. Utility Billing Options - Change from Enhance program to Current Software program (a partner to Subecca; partner to AWS). Recorder McKinney explained the Current program and how this should move us from a lengthy billing to a matter of a few hours. She highly recommends this new Current program, and it will be useful in putting us in a place to be able to reconcile some of the office tasks that have gone undone due to the current length of time it takes to process utility billing. Discussion and clarification of the handout and rates were had. Mayor Bufton shared his liking for the program and what it will pride for the citizens. Councilor Rayburn shares she is on board and well as Councilor Ball who says to include it in the 25-26 budget. The consensus is to go with Current.
8. BRAD BAIRD, ANDERSON, PERRY & ASSOCIATES – Brad Baird provided a handout to the council. The following is the content of the handout. There will be about 300 meters installed. 85% done replacing meters. Subecca has shipped their antenna. 2 weeks away from being able to read. Outlined hereafter is an update for City of Arlington infrastructure projects. **Columbia River Water System:** Past 60% design, working on 90% design. UPRR permits all secured. Working on Corps and ODOT permits. **Well Drilling Update:** First well tested at 900 gpm and it showed no drawdown. Need to test it at a higher flow rate, but we anticipate easily getting 1,800 gpm from each well. Second well drilling underway. This system works for the river intake without actually being in the river, which greatly simplifies the intake system and eliminates considerable permitting work. Thus, it would be prudent to move forward with a Port of Arlington lease agreement for the well site. **ASR Feasibility Study Update:** As a reminder, ASR is injecting treated Columbia River water into the basalt aquifers for fall, winter, and spring storage for removal in the summer. The draft study is complete. It shows ASR is feasible. Working with AWS to potentially fund the improvements, which would be drilling a well at the airport and installing a pump station. **Wastewater Facilities Plan Status:** Finalizing the final draft with DEQ. DEQ reviewed and commented on the WWFP, we had a meeting with DEQ, and we are wrapping it up. The preferred improvements project is the evaporative ponds at the airport. See the figure and cost estimate. We have requested AWS pay for the entire project as it addresses their Industrial Wastewater storage and reuse. **Wastewater System Improvements Project:** See prior figure and cost estimate. This project needs to start to make sure the system is ready for AWS when they plan to start operations. The City prefers

evaporative ponds, but AWS prefers reuse to help with their water positive goals. Discuss operation of a potential irrigation system and area. **Alkali Ridge Subdivision Update:** The preconstruction conference is scheduled for Tuesday, May 13th. Bolen Construction is planning to start work on May 19th. This project will be completed this summer, so a paved public road will exist from the cemetery area to Columbia View Drive, providing second access into Columbia View Estates. In addition, a parallel water line will be installed to the subdivision, which will significantly improve fire flows and help decrease pressure losses during higher demands. **Rates for AWS:** See prior handout. Discuss setting rates and caveats with rates. AWS wanted to have this approved tonight if possible. The City has already commented on the Water Services Agreement (WSA) and submitted it to AWS, so the ball is in their court. As long as we can caveat the rates for annual adjustment or immediate adjustment if warranted, we should be covered and safe. Need council action to include rates into the WSA. **AWS Work Session Consideration:** The infrastructure and related items being completed for AWS is significant. Reporting monthly should suffice, but would there be benefit in having a work session to discuss many items related to AWS, so the council is better informed? This work session would allow everyone to be better up to speed on the infrastructure plans, future improvements, schedules, features, other agreement items, etc. If so, potential dates? **The consensus is to have a Special Council meeting on May 21, 2025, at 3pm for gathering rates.** **Alkali Park Project:** Mark Seder and Anderson Perry have been working on getting a contract put together and agreed upon. Brad Bird explained that Mark Seder is uncomfortable in being a Sub to AP and he would rather be the prime. Brad understands that and the contract would be direct with the City of Arlington. AP went back and forth with the Seder Attorney and could not come to an agreement due to unagreeable contractual language. Due to this issue, it has been pushing out construction and the completion will not take place this summer. Councilor Ball asked why we are just hearing about this now. The last we were aware; Mark Seder had agreed to partner with AP in this project. Nothing else has been communicated otherwise until tonight. Brad Baird shared that he had not heard from Mark Seder in a month. Mayor Bufton stated he is on the same page and that Mark was to have the plans in place and get a contract signed. That did not happen. He asked if he had the plans ready. Mark says no, he does not currently. Mark Seder explained he does not have a contract in place. The understanding by the council was that Mark would have the plans ready so when the contract was signed, they would be able to go directly out for bid. Instead, this has been pushed out and promises were not met. Mark says the contract must come first. Brad Baird explained that Mark's Attorney wanted a lot of conditions added, and some requirements and schedules and performance removed, and AP conceded on many of them but would not on some of the performance related ones. After getting it back to Seder's Attorney, AP never heard back from them, and it became increasingly hard to get any communication from them. Finally, after Brad Baird reached out again today, Mark Seder finally got back to him and expressed he wanted to back out. Brad asked him to be at the meeting to report this to the council. Brad Baird is trying to come up with a solution based on this information he just heard today from Mark Seder. At this point, whether we go with a different person or with Mark, the job is still pushed out. Councilor Ball asked how long the grant was for. Mark Seder stated it is for two years and almost always an extension is granted when needed. Mayor Burton shared that this is more than disappointing to say the least. The expectation was that this would be ready this summer for the kids. Brad Baird expressed his apologies. He

pushed but it became increasingly harder to get responses from Seder. The mayor asks, how do we fix this? Mark Seder says he must have an agreement in place first. This is how they operate due to liabilities. Mayor Bufton stated he did not share this before when he agreed to have the plans ready and here, we are now without action being taken. Councilor Davidson asked Mark Seder how far out his design is, had he started it at all? Mark stated that if you want to look at it that way, you could say that what you see down on the sign is a well-accepted plan. Going forward from that is basically engineering of that design. Brad provided the blueprints to Mark last fall. Councilor Davidson asks how far we are from printing to build. Mark stated probably 4 to 5 months out. Councilor Irby asked Seder how long it would take to get a contract from him. He said he could have it to the city by this weekend. Seder shared how the first contract was smooth and well executed. Councilor Rayburn suggests adding this to the Special meeting agenda. Mayor Bufton says we are not waiting for more grants. We are not waiting for potential grants. If we get them that is great, but the plan is to stay within budget for this project and meet the grant requirements at the same time. Seder stated we must get approval from the OHA and they are often lagging in their process, but his engineers could pressure them to move things along.

Commissioner Grant Wilkins gave an update. They just had a regular meeting. Next is for the budget. Working hard on daycare surveys. Running through some grant programs. Working on communications with EMS that he is concerned with. He will catch up in a couple weeks with updates on that.

5. COUNCILOR REPORTS

- Councilor Davidson – Intergovernmental Agreement with fire services. Contract is a renewing contract. Auto renew. The percentages are the same. Paying 9%. Nothing has changed. Fire services are happy with it the way it is. Some discussion on why the original was present before being finalized. Changes need to be presented in person. Commissioner Grant Wilkins says he will investigate it. Goat work looks good. He asked if there is a plan for the ungrazed areas. Shanna Gronquist says she has someone weed eating those areas. Some discussion on plan to finish cleaning the China Ditch took place. Councilor Davidson suggested maybe a burn out. Fire Chief is on board with that. May be a training opportunity. Weed sterilization has taken place clear around the gun range.
- Councilor Rayburn – Nothing to report.
- Councilor Hanan - Absent
- Councilor Irby – River Clean up Day this weekend. Says it is good to see councilman there. 9 am to 12, lunches at noon.
- Councilor Swope – Nothing to report
- Councilor Ball – Nothing to report

6. STAFF REPORTS

- PWS Gronquist – No good place to put a cross walk. Suggests speed reduced and speed bumps. Matt to coordinate with Shanna. Ruben will investigate if an Ordinance is needed. Consensus to start with signs and speed bump. She will proceed with speed bumps. Continued with written update here. **Daycare Crosswalk:** After talking to a Deputy, we came up with putting up speed bumps instead of a crosswalk. The speed bumps would be located where you can't drive around them. At 1st we would put up 2 and if we needed to, we would put up another in the middle for a total of 3. There really isn't a good place for a crosswalk in that location. We also came up with a speed sign of 15 mph in that area. There are very small children at the daycare, and we felt

this was a more appropriate speed for that area. I am not sure exactly what needs to happen to be able to do that, but I would like to get the council's approval if possible. **PFAS Sampling** by DEQ late summer 2025 through Spring 2026 – Info in your packet. **Greens plugging** was done on April 24th and the fall plugging will be September 19th. **Outfall inspection** was not successful on April 23rd. Currently waiting for direction from DEQ on next steps. I am unsure how much we have spent to date on this. **Streets** have been swept. **We are planning on getting a water line replaced tomorrow.** We are finally able to get to this since our backhoe has been repaired. **As of 5/5/25 (Monday evening) they have installed 304 Meters – 80% complete.** What do we want to do with old meters? **Work has started on the Gazebo and Footbridge repainting.** We are also going to replace the lights since they are broken and must come down. You might as well put new ones back up. **New Golf Course Pumphouse Pumping Controls** as in place and seem to be working as they should. I have also worked out some Pedestal programming. **We just received Weed and Feed for the Golf Course.** We will be able to get this applied next week. **Electrician is supposed to be here tomorrow** to get a plug in installed to Air Conditioner for the Pumphouse and the Wastewater Sampling room. He is also supposed to work on replacing the floats at Cottonwood Lift Station. **I have an interview tomorrow** for the Wastewater position. **Next week Subecca will be onsite to start installation of Wired Pins.** The installation of the Wired Pins may be delayed due to the manufacture. 86 are scheduled to be delivered tomorrow. **We will shut down some of the streets next week** to install meters that do not have shutoffs. We were hoping that the meter re-setters will be here, but they are on back order from the manufacturer. Confirmed they are still on back order and are likely to be 3-4 months out. **Sampling is up to date – Drinking Water and Wastewater. Next week I will take samples for a Pre-Sludge application.** The plan is to haul both tanks in the next couple of months. **I have TAG coming tomorrow to see why Well 1 isn't turning on its own.** We are currently running it by hand when needed. **At some point we will need to update this Drinking water system.** Some of the parts are only available on E Bay currently. **Community Clean-up day** is Saturday May 10th from 9-12 with lunch at Noon. **I have submitted a request regarding speed limit signs** coming into town on the West bound off ramp. My request is under review. **Trapper** has been working on our turkey problem.

- Attorney Cleaveland – Suggested in lieu of Executive session that we take up these items at the Special meeting to be held on May 21, 2025.
- Recorder McKinney – **I met with the Collaborative Alliance for Regional Technology & Economic Leadership (CARTEL),** a small but impactful group focused on leveraging networking opportunities in the expanding data center industry in our region. Their next meeting is scheduled for June 26th, 2025. If any Council members are interested in participating via Zoom, please let me know, and I will forward your contact information to the group's lead to ensure you receive all relevant correspondence. **Goat Grazing Update** - Mr. Kropf has indicated that we are welcome to expand our grazing areas. So far, we have encountered minimal issues, with a few goats managing to escape, but these matters were resolved swiftly by the herder. The community response has been overwhelmingly positive, with many residents taking an interest in the initiative. The current total cost for this service stands at approximately \$28,925.00, covering just under 58 acres. The estimated cost-sharing portion is \$8,809.00, while the grant component is around \$20,116.00. This process has provided valuable insights that will help us improve in the 2026 grazing season. Our budget for the 2025 grant was set at \$30,000, with only \$20,116.00 utilized thus far. The areas being managed include both the West and East sides of town south of the ramps, the hillside on Cottonwood, a 4.5-acre plot behind the school, and a couple of lots along Main Street

near the Sprint building. **City Website Maintenance** - Please note that our city website experienced a critical error over the weekend of April 26th but was successfully resolved by Monday morning. I still need to take training on updating the website myself.

Mayor Bufton took Amy Wolf's letter of resignation from the Frontier Chamber of Commerce position as the Arlington Ambassador. Brittany will be leading all the Arlington events. Councilor Ball asks about the extra money for the Main Street Program. Brittany explained here that if the money would be earmarked by the city until the funds became needed if MCED would not have the manpower and then that money would be requested to cover the contractor to support the Main Street Grant. Kevin Teeter is who they intended to hire. Councilor Davidson asked about the financials. Brittany says what has been provided is all of the history. She asks for more detail on what is expected to be reported on other than what she provided. Are we looking for line items? WM funds. The council needs more clarification. She will provide a report by the end of FY24-25. Councilor Irby would like an itemized. Councilor Ball wants us to keep our transient and then they report to us to get that 40%. Brittany Dark asked how is the other 60% being used. Councilor Rayburn asked for the job duties of the Ambassador, and can we add activities to and how can we do that? Brittany answered to send it directly to her. Amy has to become a member and then can be voted onto the board. They use QB so a more detailed report will be searched for by Brittany.

Regular meeting adjourned: 9:20pm



Jeffery Bufton, Mayor



Victoria McKinney, City Recorder