

**City of Milton-Freewater  
City Council Minutes**

The Council of the City of Milton-Freewater met in regular session Monday, July 13, 2009 at 7:00 p.m. in the Albee Room of the Library.

The following members were present: Mayor Lewis Key, Councilors Orrin Lyon, Ed Chesnut, Sam Hopkins-Hubbard, Jeff Anliker, Steve Irving and Brad Humbert.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Superintendent Dave Bradshaw and Human Resource Officer Teresa Dutcher.

There were no citizens present.

Press member Melanie Hall of the Valley Herald was present.

**CONSENT CALENDAR ITEMS:**

The consent calendar items consisted of minutes from the June 22, 2009 regular council meeting, executive session minutes pursuant to 192.660(2)(d)), executive session minutes pursuant to 190.660(2)(i)) and accounts payable from June 17, 2009 – July 8, 2009.

Councilor Chesnut motioned to approve the consent calendar items. Councilor Hopkins-Hubbard seconded the motion which passed unanimously.

**OLD BUSINESS:**

**SECOND READING AND ADOPTION ORDINANCE #954 AMENDING GOAL 9 OF THE COMPREHENSIVE PLAN**

Councilor Anliker moved that Ordinance #954 be introduced by title only and full reading waived. Councilor Humbert seconded the motion which passed unanimously. The City Manager then read the ordinance by title. Councilor Humbert moved to adopt Ordinance No. 954, An Amendment to the Goal 9 section of the Comprehensive Plan. Councilor Chesnut seconded the motion which passed unanimously.

**BUSINESS ITEMS:**

**RESOLUTION NO. 2139 AUTHORIZING SIGNATURE TO AN AMENDMENT WITH OREGON DEPARTMENT OF TRANSPORTATION (ODOT), GRANT NO. 24834 REFLECTING ACTUAL RIDERSHIP REIMBURSEMENT**

Human Resource Officer Teresa Dutcher reported that the Oregon Department of Transportation (ODOT) Public Transit Division would be performing an audit during the upcoming year. While reviewing the agreements and policies it was determined that the City's grant allocation for fiscal year 2009 was allocated incorrectly. The grant amount was based on an estimated ridership and it was suppose to be based on actual ridership. In light of the upcoming audit, ODOT has asked that the amendment be part of the grant reflecting the correct grant amount.

Councilor Chesnut motioned to adopt Resolution No. 2139, Resolution Authorizing Signature to ODOT Grant Agreement No. 24834 Amendment No. 1, an agreement between ODOT – Public Transit Division and the City of Milton-Freewater to reflect actual ridership reimbursement. Councilor Humbert seconded the motion which passed unanimously.

**RESOLUTION NO. 2140 AUTHORIZING SIGNATURE TO AN AGREEMENT WITH ODOT, GRANT NO. 25900 FOR INTERCITY BUS PROGRAM AND MARKETING**

Human Resource Officer Teresa Dutcher reported the federal government had two grant programs that the City qualifies for. This grant fell under the Federal 5311 grant which is passed through the State of Oregon and may be used for operations of the general ridership bus program as an intercity commute. The grant agreement was for July 1, 2009 through June 30, 2011. The intercity program allows patrons to connect to the Grape-line bus service in Walla Walla which goes to the Tri-Cities and patrons could connect with airline flights, Amtrack and the Greyhound Bus. The grant would also help with the initial startup cost to get set up on Google Transit, which is an internet based transit system. The cost was \$800.

Manager Hall asked if that was a yearly fee or a one-time fee to get set up.

Ms. Dutcher said it was a one-time fee.

A discussion ensued regarding all the grants pertaining to transportation and how the State of Oregon handles the requests and how they payout on the grants awarded.

Councilor Humbert motioned to adopt Resolution No. 2140, Resolution Authorizing Signature to an Agreement with ODOT Grant No. 25900, an agreement between ODOT – Public Transit Division and the City of Milton-Freewater to receive reimbursable grant funds up to \$40,000. Councilor Anliker seconded the motion which passed unanimously.

**RESOLUTION NO. 2141 AUTHORIZING SIGNATURE TO AN AGREEMENT WITH ODOT, GRANT NO. 26112 FOR THE CITY'S SENIOR & DISABLED TAXI-TICKET PROGRAM**

Human Resource Officer Teresa Dutcher reported this grant fell under the Federal 5310 grant which passed through the State of Oregon and may be used to purchase services for the City's Senior & Disabled Taxi-Ticket program. The current contract service cost was \$48,000 per year with the contract expiring October 31, 2009. The grant did require a match of 10.27% with reimbursable grant money up to \$155,200. She stated administration costs can be paid out of the grant as well.

Councilor Anliker said the current service contract was for \$48,000 per year which would total \$96,000 for two years, what else was paid for with the grant money to reach the grant amount of \$155,200.

Ms. Dutcher said administration costs and the service contract was due to expire in October 2009 and the contract will have to go back out to bid and the grant amount was an estimate since the contact was due to expire and not knowing what the new contractual amount would be.

Manager Hall said there were many costs associated with the taxi service. To include but not limited to, the cost of printing all the taxi tickets that were purchased was very expensive, also with the contract coming due and the question whether or not the service would require the city to pay the cost of mileage or fuel. She stated in her experience the grant amounts usually were not completely exhausted by the end of the contract expiration.

Councilor Hopkins-Hubbard motioned to adopt Resolution No. 2141, Resolution Authorizing Signature to ODOT Grant Agreement No. 26112, an agreement between ODOT – Public Transit Division and the City of Milton-Freewater to receive reimbursable grant funds up to \$155,200. Councilor Humbert seconded the motion which passed unanimously.

Ms. Dutcher then passed out the new brochure that was paid for by a grant which included the information of the bus times, stops and included information about the taxi service.

**RESOLUTION NO. 2142 AUTHORIZING SIGNATURE TO AN AMENDMENT OF THE 2008-2009 FUND EXCHANGE AGREEMENT WITH ODOT, GRANT #24057**

Public Works Superintendent Dave Bradshaw reported that each year the City was allocated funding for roadway improvements which were channeled from the Federal Government through the State of Oregon. The City realizes 94% of the funds and the remaining 6% the State receives for administrative overhead. There was a carryover balance of \$29,063.75 from the 2008 fund exchange agreement. The 2009 allocation had been determined to be \$61,390.46 for a total of \$90,454.21. ODOT was notified in April 2009 by Public Works staff of the desired projects. Only the projects listed in the agreement may be funded, unless an amendment was completed to add additional projects to expend all the funds.

Councilors Anliker and Hopkins-Hubbard commended the Public Works staff on the great job they have done on Broadway Avenue in preparation for the paving project.

Councilor Anliker motioned to adopt Resolution No. 2142, Resolution Authorizing Signature to Amendment No. 2 of the 2008-2009 Fund Exchange Agreement No. 24057 with the State of Oregon. Councilor Hopkins-Hubbard seconded the motion which passed unanimously.

**APPROVAL OF EASEMENT FOR WALLA WALLA BASIN WATERSHED COUNCIL FOR THE PLACEMENT OF A MONITORING WELL**

City Manager Linda Hall reported that the Walla Walla Basin Watershed Council (WWBWC) had implemented a crucial groundwater monitoring program referred to as the Bi-State Walla Walla River Valley Groundwater Monitoring Program. She said she had been approached by Bob Bower, Senior Hydrologist of the WWBWC requesting an easement near the City's Well #1 which was located on South Mill Street. The easement would allow WWBWC to drill a dedicated small well strictly for monitoring water levels near the city's well. The well would be drilled on the far edge of the property with input from the City's Public Works Superintendent so as to avoid any hindrance to city operations. She said WWBWC currently had 70 monitoring wells throughout the valley.

Councilor Chesnut motioned to grant an easement to access the monitoring well located on city owned tax lot #5N3512BD, Lot #1000 to the Walla Walla Basin Watershed Council for the purpose of accessing groundwater well located near City Well #1. Councilor Humbert seconded the motion which passed unanimously.

**MANAGER'S REPORT**

Manager Hall reported the levee repair project was moving closer to becoming an Oregon Solutions project. She was contacted by the Oregon Solution's team assistant and she reported that a team had been assembled and Dick Townsend was assigned as project manager. There would be a management fee of approximately \$30,000 for the project. Manager Hall explained that Oregon Solutions and Portland State University believed in the project and would be putting in \$10,000 of their own money towards the project. That would leave \$10,000 each for the City of Milton-Freewater and the Milton-Freewater Water Control District to split. The city applied for and is a finalist for a Federal Energy Department grant that would pay for 50% of the automated meter reading program for electric and water. The city was also a finalist for another stimulus grant that would pay for physical improvements to public buildings including city hall. It would pay for a new HVAC system and new windows. She reported she would be meeting with the Governors Economic Revitalization Team Directors in Pendleton, Oregon. She also

reported she received a phone call from Dick Stewart who was heading up the process to build a new Armory Building in Milton-Freewater. She assumed Mr. Stewart would be asking the city to buy or donate land for the new building. A discussion ensued regarding a new Armory building and tax revenues.

The executive session agenda item was canceled and Manager Hall briefed the council on the de-certification with the Teamsters Union and what the next steps were in the process according to the Employee Relations Board.

### **COUNCIL ANNOUNCEMENTS**

Councilor Lyon asked what the status was with the Business Incentive Community Development Block Grant.

Manager Hall replied by saying there had been no applications approved for the loan program. She reported that the CEO of Horizon Project who was also the sub-recipient of the program, had asked her to extend the boundaries of the grant. The grant is due to expire in December 2009. A discussion ensued regarding the grant, its boundaries and qualifications for the program. She said she and Community Development Supervisor Mike Watkins met with the representatives of Horizon Project and shared some leads of possible qualifying applicants.

Councilor Anliker asked when the Urban Renewal Agency (URA) Business Incentive grant would be offered again.

Manager Hall said she had already been working on putting that back out but that she wanted to make a few minor changes to the application form for better tracking of the projects. She hoped it would be out and offered the first part of August 2009.

Councilor Chesnut requested a map that included the city limits, urban growth boundary and city street names.

Mayor Key requested an updated phone list of city staff.

Councilor Irving said he had a lot of fun volunteering at the 4<sup>th</sup> of July Fireman's Breakfast.

Councilor Hopkins-Hubbard reported they had anticipated 75 motorcycle riders for the Tri-Cities, Washington area but only about 40 showed up. He said there was still a very good turn out and thanked all those that volunteered. Umatilla County had requested that they get a food handlers permit for the breakfast so he took the lead in making sure to do this and Umatilla County waived the fee for them.

Councilor Irving reminded everyone that the Logs to Frogs event was the weekend of July 18 – 19<sup>th</sup>, 2009. Friday evening would be the work party and Saturday was the start of the events. There were 18 carvers signed up and more wanted to come.

There being no further business the meeting was adjourned at 7:53 p.m.

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Lewis S. Key, Mayor