

June 9, 2008

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

The Council of the City of Milton-Freewater met Monday, June 9, 2008 at 6:45 p.m. to tour the new public transportation bus.

Then the Council met in regular session at 7:00 p.m. in the Albee Room of the Library for an Urban Renewal Agency meeting. Council adjourned from the URA meeting at 7:37 pm to the regular City Council meeting.

The following members were present: Council President Debbie Kelley, Councilors Orrin Lyon, Ed Chesnut, Keith Woods, Steve Irving, and Brad Humbert.

Mayor Lewis Key was absent as he was out of town.

Staff members present were: City Manager Linda Hall and City Recorder Leanne Steadman.

Citizens present were: Merle Sherman, Paul Seaquist and Pat Thompson.

Press member Melanie Hall of the Valley Herald was present.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of minutes from the May 12, 2008 regular council meeting and accounts payable from May 21, 2008 – June 3, 2008.

Councilor Humbert motioned to approve the consent calendar items. Councilor Irving seconded the motion which passed unanimously.

BUSINESS ITEMS:

BID AWARD - FUEL AND OIL SERVICE CONTRACT, C-212

City Manager Linda Hall stated the city advertised and accepted sealed bids for the fuel and oil service contract. She said there was only one bid turned in, which was from Pendleton Grain Growers. Staff's recommendation was to award the service contract #212 for fuel and oil service to PGG which would be set by the OPIS Index National Average (weekly).

Councilor Irving abstained from the vote due to PGG being his place of employment.

Councilor Humbert motioned to award contract #212 for fuel and oil service to Pendleton Grain Growers of Milton-Freewater, Oregon as they were the apparent low bidder with an effective date of July 1, 2008. Councilor Chesnut seconded the motion which passed unanimously with Councilor Irving abstaining from the vote.

BID AWARD - BACKFLOW PREVENTION INSPECTOR, TESTER & PLUMBER SERVICE CONTRACT, C-216

Manager Hall stated the city advertised and accepted sealed bids for the backflow prevention inspector, tester and plumber service contract. She said there was only one bid turned in, which was from Rob Carter doing business as Carter Plumbing. Staff's recommendation was to award the service contract to Carter Plumbing.

Councilor Humbert motioned to award contract #216 for backflow prevention inspector, tester and plumber to Rob Carter dba Carter Plumbing of Milton-Freewater, Oregon as they were the apparent low bidder with an effective date of July 1, 2008. Councilor Woods seconded the motion which passed unanimously.

BID AWARD – ELECTRICAL MAINTENANCE PROGRAM, C-217

Manager Hall stated the city advertised and accepted sealed bids for the electrical maintenance service contract. She stated there were three bids turned in, Power Plus Electric, Pendleton Electric and Walla Walla Electric. Staff’s recommendation was to award the service contract to Power Plus Electric.

Councilor Humbert motioned to award contract #217 for Electrical Maintenance Program to Power Plus Electric of Milton-Freewater, Oregon as they were the apparent low bidder with an effective date of July 1, 2008. Councilor Woods seconded the motion which passed unanimously.

BID AWARD – PAVEMENT MARKING PROGRAM, C-218

Manager Hall stated the city advertised and accepted sealed bids for the pavement marking program service contract. She stated there was only one bid turned in, which was from Gail Potter doing business as Potter’s Stripes. Staff’s recommendation was to award the service contract to Potter’s Stripes.

Councilor Humbert motioned to award contract #218 for Pavement Marking Program to Gail Potter dba Potter’s Stripes of Walla Walla, Washington as he was the apparent low bidder with an effective date of July 1, 2008. Councilor Woods seconded the motion which passed unanimously.

RESOLUTION NO. 2088 AUTHORIZING SIGNATURE TO AN OREGON DEPARTMENT OF TRANSPORTATION GRANT FOR THE GENERAL RIDERSHIP BUS PROGRAM.

Manager Hall’s presentation included a brief summary of the ODOT Grant for the general ridership bus program. She stated there have been requests for a “park-n-ride” program which would be looked at in the near future. She also stated this grant does require the city to match a percent of the grant which would be paid from the Local Option Tax and the Special Transportation Fund Grant (STF). The grant had enabled the city to purchase the new public transportation bus which the city council toured before the regular council meeting.

Councilor Chesnut motioned to adopt Resolution No. 2088 authorizing signature to an ODOT Grant Agreement No. 24834, an agreement between ODOT – Public Transit Division and the City of Milton-Freewater to receive reimbursable grant funds up to \$82,294.00 to support the bus program. Councilor Humbert seconded the motion which passed unanimously.

AUTHORIZATION – AMENDMENT OF THE TERMS OF LEASE FOR THE LIBRARY ESPRESSO SHOP, CELESTE KEMMERER DBA HEAVENLY BLENDS

Manager Hall explained she had been approached by Ms. Kemmerer requesting to lower her monthly rent payment due to her sales decreasing with the down turn in the economy. Ms. Hall said the loss of revenue would adversely affect the Library budget. She said after a brief discussion between herself and Ms. Kemmerer it was decided to suggest an amendment of a month rent payment of 10% of gross revenue sales with a minimum of \$60.00 per month.

Councilor Chesnut stated he felt the request was a reasonable approach to keeping the business in the Espresso Shop.

Councilor Chesnut motion to authorize the amendment of the lease agreement with Celeste Kemmerer dba heavenly Blends allowing for a monthly rental payment of 10% of gross monthly revenue sales with a minimum of \$60.00 per month. Councilor Humbert seconded the motion which passed unanimously.

MANAGER’S REPORT:

Manager Hall reported that she had been working on the request from Umatilla County regarding Control of Insect Pests and Diseases in Fruit Trees and Vines. She said the county had originally wanted the city to “co-adopt” the ordinance but with further research it was discovered that the city had an ordinance already in place that would allow for control of problem trees or vines. She stated there will be some changes to the abatement ordinance in the future to hold the home owners more liable for abating their own properties. She reported the new adopted council goals had been printed and placed in the poster boards. The newly codified city code books had arrived and the city code would be available on-line soon. A letter and signed book was received from an author, Dana Mentink from San Ramon, CA. She stated her latest novel was about a woman in dire circumstances who finds herself on a frog sanctuary in a little town of Oregon. Ms. Mentink said she has read about Milton-Freewater and felt compelled to send her book. Ms. Hall also report that the street light poles are in the process of being painted. Mayor Key had left an old picture with Ms. Hall to share with council. It was a black and white picture of a horse and buggy in a parade when Mayor Key was a little boy, he suggested the council dressing in the old fashioned theme attire for the Muddy Frogwater Parade when some of them ride in a buggy for the parade in August.

COUNCIL ANNOUNCEMENTS:

Councilor Chesnut said Hadaka Days was coming up in the next week and that he had planned to participate in the event.

ADJOURN TO EXECUTIVE SESSION - pursuant to 192.660(1)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. Press is allowed to attend but they along with all other members are reminded to hold discussions in confidence.

Council adjourned to executive session at 8:08 p.m.

RETURN TO OPEN SESSION:

Council returned to open session at 8:39 p.m., having completed the City Manager’s performance evaluation.

There being no further business, council adjourned at 8:40 p.m.

Lewis S. Key, Mayor