

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

The Council of the City of Milton-Freewater met Monday, September 27, 2010 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 and Brad Humbert.

Councilor Steve Irving was absent.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Superintendent Dave Bradshaw, City Planner Gina Hartzheim, Conservation Specialist Pat Didion, Planning Assistant Sharame Marlatt, Police Chief Doug Boedigheimer and Community Development Supervisor Mike Watkins.

Citizens present were: Steven Patten, Tara Patten, Bruce Neil, Nathan Lyon, Pam Lyon, Cheryl York, Karen Bright, Ralph Brown, Chris Barnhart, Kenneth Davenport and Paul Seaquist.

Press member Melanie Hall of the Valley Herald was present.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council minutes from the September 13, 2010 regular meeting
- Accounts payable from September 8, 2010 through September 21, 2010
- Liquor License for Super Antojitos Restaurant
- Resolution No. 2184, Authorizing Signature to Revision #4 of Exhibit A of the BPA Power Sales Contract, Establishing the Required fiscal year 2011 purchase amount of Green Power
- Resolution No. 2185, Authorizing Signature to Revision #1 of Exhibit F of the BPA Power Sales Contract, Establishing Contract Terms for the Transmission of Grant County Power to Milton-Freewater

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

PRESENTATIONS:

**RECOGNITION – OCTOBER 2010 EMPLOYEE OF THE MONTH MIKE WATKINS,
COMMUNITY DEVELOPMENT SUPERVISOR**

Councilor Humbert, on behalf of the entire city council, presented Mike Watkins with the October 2010 Employee of the Month Award. Mike is the Community Development Supervisor and has worked for the city since October 1995. Mike is very active in the community and has served the last two years as President of the Milton-Freewater Chamber of Commerce. He volunteers hundreds of hours to promote the City and assists our local business community. Councilor Humbert, on behalf of the entire City Councilors, presented Mike with a one-hundred dollar (\$100) check to show their appreciation. Councilor Humbert expressed his appreciation for the many hours that Mike put in for the Muddy Frogwater Festival.

Mr. Watkins thanked the entire city council and the city manager. He also thanked his department Ms. Hartzheim and Ms. Marlatt.

Paul Seaquist thanked Mr. Watkins for all that he does. He said Mr. Watkins was always very courteous when he calls or when he returns emails.

RECOGNITION – CITY HALL TURNING 100 YEARS OLD

City Planner Gina Hartzheim gave a presentation of the history of City Hall which used to be Columbia College. City Hall turned 100 years old, September 2010. City Hall tours were given earlier in the day which highlighted the third and fourth floors. Cake and punch was then provided. Conservation Specialist Pat Didion reported on the recent conservation measures that have been done which included new windows, lighting and a new heating and cooling system for city hall. The upgrades were made possible due to an American Recovery and Reinvestment Act Grant. Mr. Didion reviewed what the expected energy savings was going to be. He said a big thank you needed to go to the city council, Manager Hall, Mr. Bradshaw and a huge thank you to Krista Sheridan for all the work she has done behind the scenes with the mounds of paper work that's required by the grant. He reported who the contractors were and expressed his gratitude on how good they were to work with and felt they went above and beyond by working around the needs of the city and the employees.

BID AWARD – CONTRACT #234 – ONE NEW BACKHOE (V165)

Public Works Superintendent Dave Bradshaw reported the city had advertised and accepted sealed bids for one new backhoe. Bids were received from Rowand Machinery and Western States Equipment. Staff is recommending the purchase of the backhoe from Rowand Machinery.

Councilor Humbert motioned to award the purchase of one new backhoe, V-165 to Rowand Machinery in the amount of \$80,450 less the trade-in of the existing public works backhoe, V-108 with a trade-in value of \$17,000, for a total purchase price of \$63,450. Councilor Chesnut seconded the motion which passed unanimously.

BID AWARD – CONTRACT #235 – ONE NEW POLICE SEDAN (V-166)

Public Works Superintendent Dave Bradshaw reported the city had advertised and accepted sealed bids for one new police sedan. There were six bid packets sent out and only one bid was received. The bid was from Power Ford. Staff is recommending the purchase of the police sedan from Power Ford.

Councilor Humbert motioned to award the purchase of one new police sedan to Power Ford in the amount of \$22,293. Councilor Anliker seconded the motion which passed unanimously.

CONTRACT AWARD – CONTRACT #237 ENGINEERING SERVICES FOR SOUTH MAIN STREET IMPROVEMENTS

CONTRACT AWARD – CONTRACT #238 ENGINEERING SERVICES FOR COLLEGE STREET IMPROVEMENTS

CONTRACT AWARD – CONTRACT #239 ENGINEERING SERVICES FOR SOUTH MILL STREET IMPROVEMENTS

City Manager Linda Hall explained that the city advertised and accepted requests for qualifications (RFQ's) for engineering services pertaining to the design and construction of three street improvement projects. The city will be receiving up to \$3,000,000 through Oregon House Bill 2001. The House Bill is part of the Oregon Jobs and Transportation Act of 2009. There

were six bid packets received which were scored independently by two experienced employees by an outlined score sheet with State purchasing regulation criteria. The engineering firm scores were then added up and ranked highest to lowest. Staff's recommendation is to award the contracts to Anderson-Perry & Associates Engineering firm since they scored the highest points.

Councilor Chesnut said he felt comfortable with the recommendation due to two separate employees performing the evaluation scoring for the engineering firms.

Councilor Chesnut motioned to rank Anderson-Perry & Associates Engineering Firm as the most qualified firm best meeting the needs of the City for the South Main Street improvement project and direct the City Manager to negotiate with Anderson-Perry & Associates for design and construction engineering services for South Main Street Improvements for a reasonable timeline and payment. Councilor Humbert seconded the motion which passed unanimously.

Councilor Humbert motioned to rank Anderson-Perry & Associates Engineering Firm as the most qualified firm best meeting the needs of the City for the College Street improvement project and direct the City Manager to negotiate with Anderson-Perry & Associates for design and construction engineering services for College Street improvements for a reasonable timeline and payment. Councilor Chesnut seconded the motion which passed unanimously.

Councilor Humbert motioned to rank Anderson-Perry & Associates Engineering Firm as the most qualified firms best meeting the needs of the City for the South Mill Street improvement project and direct the City Manager to negotiate with Anderson-Perry & Associates for design and construction engineering services for South Mill Street improvements for a reasonable timeline and payment. Councilor Hopkins-Hubbard seconded the motion which passed unanimously.

OPPORTUNITY FOR CITIZENS TO APPROACH THE COUNCIL WITH ISSUES NOT ON THE AGENDA

Nathan Lyon – 216 SE 19th, thanked the city council for their generous donation to the Central School football team.

Bruce Neil – 834 Jacquelyn St., said he was the Principle of Central School and he also thanked the city council for their \$1,500 donation to the Central School sports program. He said the donation was going to be officially accepted by the school board at their next board meeting.

MANAGER'S REPORT

Manager Hall reported the City Council meeting on October 11, 2010 has been cancelled due to a conflict with the Albee Room. The next meeting will be October 25, 2010. On October 11, 2010 there will be training for the pilot project for the automated metering for water and electric meters. This will be the first day of the pilot project. There will be a training session hosted by the City Planning Department and Chris Shirley, a representative of the Department of Land Conservation Department, on October 8, 2010. The session is for bankers, realtors and insurance agents which will give them instructions on how to complete elevation certificates for flood insurance. Manager Hall said she had received a request from the Milton-Freewater Rural Ambulance Service asking for monetary support. Manager Hall reminded everyone that the franchise that the ambulance is under was a Umatilla County franchise. She said the County is charged with supplying ambulance service not the City. She asked for the council's direction.

Councilor Anliker said he would like to wait until the County had a chance to respond. He said he would like to know the dollar amount of dispatch service that the city provides to the ambulance service at not charge.

Manager Hall said currently, 100% of the dispatch service was provided to them at no charge but she would come up with the cost of the service.

Councilor Hopkins-Hubbard said he had requested that Manager Hall contact the Walla Walla City Manager to see what they do.

Manager Hall said she had not heard back from the manager yet.

Councilor Anliker cautioned everyone that the ambulance service was a private, for profit, business.

Councilor Humbert said the last time the owner of the service requested help there was a suggestion to him that he could form a separate taxing district and have the voters vote on it. He asked if that had been done.

Manager Hall said she didn't believe so.

A discussion ensued.

The council consensus was to wait for the County's response and to report back what the cost of dispatch service was costing the city.

COUNCIL ANNOUNCEMENTS

Mayor Key, Councilors Anliker and Chesnut all shared what classes they attended at the League of Oregon Cities Conference held in Eugene, Oregon. Councilor Chesnut said he would write out a summary report for the sessions he attended.

There being no further business the meeting was adjourned at 8:07 p.m.

Lewis S. Key, Mayor