

BOARDMAN CITY COUNCIL- REGULAR MEETING MINUTES– APRIL 11, 2023
BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM

Mayor Keefer called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Councilors Present: Paul Keefer, Isaac Williams, Heather Baumgartner, Cristina Cuevas, Karen Pettigrew, and Brenda Profit

Staff: Rick Stokoe- City Manager Pro Tem, Jackie McCauley-Acting Recorder/ Building Clerk, Marta Barajas-Finance Director, Rolf Prag-Special Projects Coordinator, Loren Dieter-Interim Police Chief, and George Shimer-School Resource Officer

Audience: Richard Rockwell, Kevin Miracle-Sanitary Disposal Inc., Brandon Hammond, Stephen Fuss, Natasha Rockwell, Roy Drago, Jr., L-Anders, Drinks, iPhone, iPhone, and RHS students: Ivan Rodriguez, Cynthia Gonzalez, Daniela Ruiz, Shelby Elliott, and Angeles Sanchez

APPOINTMENT OF COUNCILOR VACANCY

City Manager Pro Tem Stokoe said the city had received one letter of interest for the councilor vacancy; the letter was from Richard Rockwell. Mr. Rockwell was in attendance and answered four questions, asked by councilors, regarding serving on the city council.

Councilor Pettigrew made a motion to appoint Richard Rockwell to fill the vacant councilor seat for a term ending December 31, 2023. Councilor Baumgartner seconded the motion. The motion passed 6-0.

Mayor Keefer administered the Oath of Office for Councilor Rockwell.

APPROVAL OF MINUTES

March 7, 2023 – Regular Meeting

Acting Recorder McCauley said it was brought to her attention there were three spelling errors between the two sets of minutes, but they did not change the context of the minutes. Councilor Williams made a motion to approved the March 7, 2023 minutes as corrected. Councilor Cuevas seconded the motion. The motion passed 7-0.

March 15, 2023 – Special Meeting

Councilor Williams made a motion to approved the March 15, 2023 minutes as corrected. Councilor Baumgartner seconded the motion. The motion passed 7-0.

PREARRANGED PRESENTATION

Presentation to Roy Drago, Jr.

Mayor Keefer invited former city councilor Roy Drago Jr. to the front of the dais to present him with a framed certificate of appreciation for his time serving on the city council. Mr. Drago resigned his position to serve as a commissioner for the Morrow County Board of Commissioners. Mayor Keefer thanked Mr. Drago for serving on the city council and congratulated him for his appointment to the county commission.

FINANCIAL REPORT

Ending February 28, 2023

Finance Director Barajas reported the city had received the CREZ III funding and this was the majority of the General Fund Revenue in February. The quarterly building department payments accounted for the majority of the expenditures in February. She reported the G.O. Bond projects are nearing the end of phase one and soon the city will be opening bids for phase two. Also, the interest rate is up another half of a percent.

Councilor Pettigrew asked about the upcoming budget meeting. Finance Director Barajas said the first meeting is May 16, 2023. She will make sure the councilors get a copy of the budget calendar.

Councilor Cuevas asked about budgeting for the transition for the new city manager. She asked if the budget would include both the new city manager and the outgoing city manager. Councilor Pettigrew said the city has budgeted for an assistant city manager for the last two years or so.

PUBLIC COMMENT

Stephen Fuss said he was following up on his presentation last month to city council regarding rent control. He has been following the legislature for bills regarding housing issues. He believes the City of Boardman could set an example for other communities with housing issues by passing rent control. He would like the city council to host a town hall meeting on the topic.

George Shimer asked about the procedure the city is following for recruiting a new city manager. Mayor Keefer said this will be discussed later on in the agenda.

ACTION ITEMS

RESOLUTIONS

Resolution No. 3-2023 – Open Escrow Account – 2KG Contractors

Finance Director Barajas said this resolution is for the retainages for the contractors performing the work for the city hall expansion. She recommends approval. Councilor Cuevas made a motion to adopt Resolution No. 3-2023, a resolution establishing an interest-bearing escrow account for 2KG Contractors for work on the city hall expansion project. Councilor Williams seconded the motion. The motion passed 7-0.

Resolution No. 4-2023 – Garbage Rate Increase

City Manager Pro Tem Stokoe said Kevin Miracle of Sanitary Disposal had already given a presentation to the city council regarding the request to raise the city's garbage rates. This resolution will raise the rates, effective July 1, 2023. He recommends approval. Councilor Baumgartner made a motion to adopt Resolution No. 4-2023, a resolution for increasing the rate structure for solid waste collection in the City of Boardman. Councilor Williams seconded the motion. The motion passed 7-0.

Resolution No. 5-2023 – Interfund Loan

Finance Director Barajas explained this interfund loan was to pay down the city's Unfunded Actuarial Liability (UAL) to the retirement program PERS. The funds would be borrowed from the Building Department Fund. The State of Oregon has offered a match of \$300,000 and a reduced interest rate. She recommends approval. Councilor Pettigrew made a motion to adopt Resolution No. 5-2023, a resolution authorizing an interfund loan. Councilor Williams seconded the motion. The motion passed 7-0.

Resolution No. 6-2023 – Personnel Policy

City Manager Pro Tem Stokoe said staff has spent a lot of time updating the city's personnel policy. The proposed changes have been reviewed by the city's labor attorney. Councilor Pettigrew made a motion to adopt Resolution No. 6-2023, a resolution of the City of Boardman adopting a personnel policy and repealing Resolution No. 20-2019. Councilor Williams seconded the motion.

Councilor Williams asked if there was a draft of the policy showing the proposed changes. City Manager Pro Tem Stokoe there was not, however there were several areas of the document updated to conform with current law. Some of the changes includes making the vacation and sick leave the same for all staff, adding wording for nursing rights and the rest was clean up in wording. The motion passed 7-0.

OTHER BUSINESS

City Manager Recruitment

City Manager Pro Tem Stokoe included the city manager recruitment flier and a proposed timeline in the councilor's packets. He said the council has already approved the pay scale for the new city manager and he would like the council to formally adopt the timeline for hiring. Councilor Williams made a motion

to adopt the City Manager Recruitment Timeline as proposed by City Manager Pro Tem Stokoe. Councilor Baumgartner seconded the motion. The motion passed 7-0.

Update Bank Signatories

Finance Director Barajas said since the council members have changed, the signers for the city's bank accounts need to be updated. Councilor Baumgartner made a motion to remove Roy Drago, Jr., as a signer from all bank accounts for the City of Boardman and further moved to add Richard Rockwell as a signor, while also retaining Paul Keefer, Heather Baumgartner, Cristina Cuevas, Karen Pettigrew, Brenda Profitt, and Isaac Williams as signers. Councilor Cuevas seconded the motion. The motion passed 7-0.

REPORTS, CORRESPONDENCE AND DISCUSSION:

Police Report

Interim Police Chief Dieter asked if the council had any questions regarding the police report. He said one of the officers has been involved in a shooting. The officer is on leave while the Major Crimes Team investigates. The officer is fine and the suspect sustained minor injuries. Both he and City Manager Pro Tem Stokoe attended the annual chief's conference last week, where the Boardman Police Department officially received their accreditation award. City Manager Pro Tem Stokoe was chosen by the Oregon Chief's Association to serve on the executive board as the vice president at large for a three-year term. Councilor Williams commended the Boardman Police Department for the minimal impact during the recent shooting incident.

Building Department Report

Building Clerk/Acting Recorded McCauley asked the council if they had any questions regarding the monthly building report. She noted permits were being issued a bit slower this time of the year but mentioned the city had issued permits for 15 new homes this year so far.

Public Works Department Report

City Manager Pro Tem Stokoe said the public works department will be getting a new water meter radio read system. This will free up staff from manually reading meters, saving public works staff two to three days a month for this. He believes the new system will pay for itself quickly.

City Manager Report

City Manager Pro Tem Stokoe said he and Councilor Pettigrew attended a meeting with the county and Portland State University regarding the population numbers. There is a chance they can get those changed.

He attended a meeting with other cities in the area regarding the legislative mandates for homelessness. Stepping Stone Organization has a proposed site to develop for the homeless in Hermiston. Councilor Pettigrew said Boardman will need to volunteer to help build the shelters. She hopes they do because Boardman is fortunate to be included in this program. Councilor Rockwell said he knows the high school students need to put in volunteer hours. Boardman would need to be able to transport people to the Hermiston site. County Commissioner Drago said, currently, the county is looking for property for a transit site. The city has until July 1, 2023 to pass an ordinance regarding homelessness.

He announced the city had 16 applications for the city manager's position. The council will have an executive session to select the finalists.

Councilors

Councilor Williams said perhaps the city should invite Stepping Stone Organization to Boardman to give a presentation.

Mayor

Mayor Keefer said recently Senator Wyden came to Eastern Oregon for Town Hall Meetings. In a television interview he was asked about the meetings. He reported the top three issues were water, roads, and agriculture in all of the communities in Eastern Oregon.

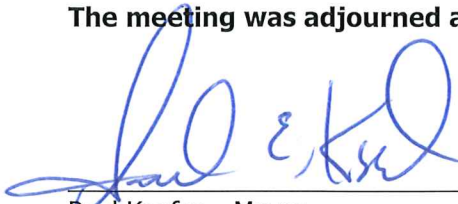
EXECUTIVE SESSION

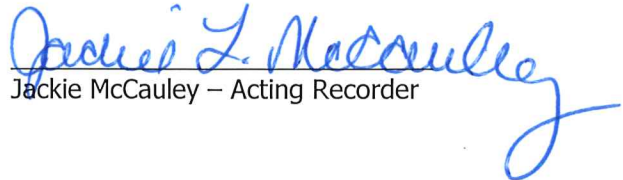
ORS 192.660 (2)(a) – To Consider the Employment of a Public Officer, Employee, Staff Member or Individual Agent

Mayor Keefer announced the purpose of the executive session was to consider the employment of a public officer, employee, staff member or individual agent. There was council consensus to allow the meeting to run past the scheduled time of 9:00pm to run to 9:30pm and could be extended further by council consensus.

Mayor Keefer said the council would not be taking any action after the executive session.

The meeting was adjourned at 8:09pm.



Paul Keefer – Mayor

Jackie McCauley – Acting Recorder