

**BOARDMAN CITY COUNCIL
REGULAR MEETING – DECEMBER 8, 2020**

Mayor Sandy Toms called the meeting to order at 7:06pm. Roll call was taken.

Councilors Present: Katy Norton (in person), Roy Drago, Jr., David Jones, Leslie Pierson, and Sandy Toms (all via Zoom)

Councilors Absent: None

Staff: Karen Pettigrew – City Manager and Barry Beyeler – Community Development Director, (both via Zoom), Rick Stokoe – Chief of Police and Toni Connell – Acting Recorder (in person)

Audience: Torrie Griggs – Boardman Chamber of Commerce, Ed Glenn – Citizen, Paul Keefer – Mayor-Elect, and Adam Cole – Citizen (all via Zoom), Isaac Williams – Citizen, Jennifer Leighton – Citizen, and Jonathan Tallman – Citizen (all in person)

APPROVAL OF MINUTES – October 6, 2020 Regular Meeting

Councilor Jones moved to approve the minutes of the October 6, 2020 regular meeting as presented. Councilor Drago seconded the motion.
All were in favor.
Motion passed. 5-0 with 2 vacant.

APPROVAL OF MINUTES – November 3, 2020 Regular Meeting

Councilor Drago moved to approve the minutes of the November 3, 2020 regular meeting as presented. Councilor Pierson seconded the motion.
All were in favor.
Motion passed. 5-0 with 2 vacant.

INTRODUCTIONS

None

FINANCIAL REPORT – Ending November 30, 2020

Councilor Jones moved to approve the Financial Report ending November 30, 2020 as presented. Councilor Drago seconded the motion.
All were in favor.
Roll Call: Jones – Yes, Pierson – Yes, Drago – Yes, Norton – Yes, Toms – Yes.
Motion passed. 5-0 with 2 vacant.

PUBLIC COMMENT

Torrie Griggs – Boardman Chamber of Commerce

Ms. Griggs communicated the December events:
Chamber Luncheon on December 16, 2020 from 12:00pm to 1:00pm will be virtual with Sonja Neal from Columbia River Health as speaker on COVID-19. This will be in English & Spanish. Ms. Griggs stated the 4 new members selected for the open positions on the board to be seated in January will be announced.

The 2nd series of the virtual “Lunch and Learn with Cathi Hight” will be on January 21st at 12pm.

**BOARDMAN CITY COUNCIL
REGULAR MEETING – DECEMBER 8, 2020**

As a reminder, the Riverside Volleyball team is doing an annual winter light & decoration contest. This is a fundraiser for the volleyball team. For more information or if you would like to sign up and register your home for the decorating contest, you can find it on the Chambers Facebook page. They have a Pay Pal account where you can pay your fee to be part of the contest. The deadline to register is December 12th and the top 3 houses will be selected on December 17th.

Santa at the Fire Station will be December 19th from 2pm-5pm with pictures in front of the fire trucks. Story Time with the Chamber will be on December 11th. "The Grinch That Stole Christmas" and will be read in English & Spanish.

The Chamber is still working on the Giving Tree Program which also includes the holiday boxes for families. Ms. Griggs said they have over 100 boxes they need to put together and package to be given out to our community. Donations have been low and they are asking for help from community partners to come out and help fill those boxes either monetarily or by donations. More information on this can be found on the Boardman Food Pantry Facebook page. There is a list of what is being put into the boxes and what they are needing.

Ms. Griggs gave a BCDA update:

The Rural Broadband Capacity Program Grant the City of Boardman applied for and partnering with BCDA is about 80% complete on the project. The infrastructure for the fiber to the homes portion over on the NW Boardman Avenue area should be done by the end of the week and the 5 tower locations will be going live in the next week or two. When finished they will be 100% complete with the broadband grant with the funds needing to be expended by the end of 2020. Ms. Griggs is pleased to announce BCDA received the same allocations for 2021 as was received in 2020 from the CREZ II Board. These funds will be used to continue to help provide community and business development to encourage growth. These funds will also be used to support youth programs, youth sports, school programs and the different programs BCDA has supported through the years. Ms. Griggs stated, normally, they have a meeting that comes together to discuss a want list they would like to see in the community. She announced this year it will be in a form of an enhancement survey for future projects and will be the community's way to provide feedback on how BCDA can spend some of their dollars.

ACTION ITEMS

Resolution 29-2020 – A Resolution establishing the receiving and use of COVID-19 Rural Broadband Capacity Program Funds provided from the CARES Act through Business Oregon to the City of Boardman, Oregon

Councilor Drago moved to approve Resolution 29-2020 - A Resolution establishing the receiving and use of COVID-19 Rural Broadband Capacity Program Funds provided from the CARES Act through Business Oregon to the City of Boardman, Oregon

Councilor Jones seconded the motion.

All were in favor.

Roll Call: Jones – Yes, Pierson – Yes, Drago – Yes, Norton – Yes, Toms – Yes.

Motion passed. 5-0 with 2 vacant.

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REGULAR MEETING – DECEMBER 8, 2020**

OTHER BUSINESS

Appointing Council Vacancy

Mayor Toms announced there are 3 candidates present for the vacant seat on the council. The members of the council asked the same 4 questions for each of the candidates to answer. Mayor Toms asked the council to vote for the candidate, based on their answers, who they wish to appoint by texting their choice to Toni Connell, Acting Recorder. Once all the votes were in, the vote was read by Chief Stokoe to appoint Isaac Williams to the vacant seat on the council. Mayor Toms addressed the other candidates, Jennifer Leighton and Jonathan Tallman, by thanking them for being present and to be willing to serve on the council. She encouraged them to consider running again during the next election or volunteering their time other places like the Senior Center or the Boardman Food Pantry. It was decided to swear Isaac in at the next council meeting with the newly elected mayor and councilors.

REPORTS, CORRESPONDENCE AND DISCUSSION

Police Report

Chief Stokoe asked if there were any questions in regard to the report submitted. There were no questions.

Chief Stokoe wanted to add, the State and OSHA have submitted new guidelines for operations during the COVID-19 pandemic. The police department and the city have been working diligently to come up with a plan to meet all the timelines that are required to be met. Chief Stokoe stated the city is getting there but there is a lot of work to do. It is very confusing and the city's not getting a whole lot of help from OSHA. The guidelines have very limited information, but the city is working extremely hard in meeting the deadlines. This plan is imposed by OSHA and if the city does not comply or not follow the directive, the city can be fined. Chief Stokoe continued by saying Karen, Marta and Captain Dieter have been working hard on coming up with and getting enough information for these plans. There needs to be a training and it is mandatory for all city employees. The Health Department has agreed to conduct this training. Chief Stokoe added Morrow County reported 30 new cases of COVID-19.

Committee Report

None

City Manager Report

City Manager Pettigrew stated Jackie has been out since before Thanksgiving and will probably still be out the rest of this week if not longer. The city is starting to feel a definite staff crunch because without Jackie and Heather they are putting a ton of work on Marta. There isn't a lot that can be done about it but just try to keep up. She reiterated the city is working on the OSHA requirements and have a meeting scheduled with the city's employees on Friday which will be via Zoom and there are other deadlines needing to be met by the end of the year. Mayor Toms stated she saw in the notes from City Manager Pettigrew that the city's offering the OSHA training to other organizations in town. City Manager Pettigrew replied that's the one Chief Stokoe was talking about having the Health Department to come and do for the city and anyone who wants to tune in can and that would cover a lot of other people so they could check it off their list that they had completed the training also.

City Manager Pettigrew asked the council to acknowledge Community Development Director Barry Beyeler because this is his 40th year with the city. It is very rare to have someone spend their entire career with the same employer. She said congratulations and thanked him for all his work for the city.

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REGULAR MEETING – DECEMBER 8, 2020**

City Manager Pettigrew continued by saying the county clerk sent out the official voter's tally which is included in the packet. Also, in the packet is the population for the City of Boardman for 2018 and for 2020 and there has been an increase of 890 residents. The city's worked really hard in getting PSU to recognize how many people are living in Boardman and believes last year and this year PSU really has tried to get the correct figures.

City Manager Pettigrew told the council she received a thank you letter from the USS Oregon for the \$500 the city sent them.

The Elected Essentials Workshops are calling and emailing her weekly trying to make sure the newly elected council and existing council will attend this year. When Councilor Norton and Pierson joined the council, they attended an evening workshop. The one offered this time is an all-day workshop and they really want the council to sign up for it. If it isn't possible, the meetings are recorded and they could watch them at the council meeting. There is a lot of things for the council to learn and discuss at the council meetings.

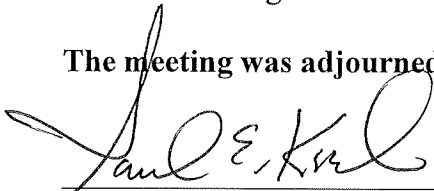
City Manager Pettigrew announced she will be working from home for a week or two leaving Marta and Toni the only ones at the office.

City Manager Pettigrew wanted to take the time to address Councilor Jones. She stated it has been a pleasure to work with him and she is going to miss having him stop by and chatting with her. She thanked him for his dedication to the city. Councilor Jones responded saying it was a pleasure and a privilege. Councilor Drago also thanked Councilor Jones.

Councilor Report

Councilor Jones wanted to thank everyone and said it's been a good run and a privilege and wished the new councilors good luck.

The meeting was adjourned at 7:55pm



Paul Keefer – Mayor



Toni Connell – Acting Recorder