

BOARDMAN CITY COUNCIL – REGULAR MEETING MINUTES – December 5, 2023

BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM

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

Councilors Present: ☒ Mayor Paul Keefer ☒ Ethan Salata ☒ Heather Baumgartner
 ☒ Brenda Proffitt ☒ Cristina Cuevas ☒ Richard Rockwell
 ☒ Karen Pettigrew

Staff Present: ☒ Brandon Hammond, City Manager ☒ Amanda Mickles, City Clerk
 ☒ Marta Barajas, Finance Director ☒ Rolf Prag, Public Works Director
 ☒ Glenn McIntire, Building Official ☒ Jackie McCauley, Building Clerk
 ☒ Rick Stokoe, Police Chief

Audience: George Shimer – Boardman Parks and Rec District, Monica Coleman, John Coleman, Hadley Coleman, Pat Andreason, Noah Reaves, Ivan Escobedo, Jeffrey Mickles, Mikayla Mickles, Danielle Mickles, Justin Lay, Bella Brons, Kym Landstrom, Cheryl Tallman. Via Zoom: Blaise Exon – Jacobs engineering, Erin Winterton - ODOT, Well Water user, L. Anders

Approval of Minutes

November 7, 2023 Regular Meeting

Councilor Baumgartner moved to approve the minutes of the November 7, 2023 regular meeting as presented.

Councilor Cuevas seconded the motion.

All were in favor. Motion passed 7-0.

Financial Report

Ending September 2023

Finance Director Barajas stated revenue has slowed this month, except for the building department; there is still a lot of building and construction improvements going on in the area. Expenses show the Capital Improvement Fund and water improvement projects are moving on schedule. Regarding the General Fund, this year the City anticipated moving online so some conversions have begun. This change began by moving the building department online in May. The City is now working on converting accounting, H/R, back flow data sheets, safety, training, and updating the city's website. This will make processes and information more accessible to the community and employees. Interest rates are slowly and steadily increasing.

Public Comment

Prearranged Presentation

Windy River

Student Body President and Vice President said Windy River celebrated World Kindness Day with Mr. Hammond speaking at their assembly about important skills in life. They also participated in other school wide activities such as coloring contests and dress up days. They are currently hosting a canned food drive.

Motto Contest Winner

The City Council is working on trying to promote community interest into activities happening in the city. Changing the city motto was one idea. There were 4 separate entities where applicants could submit their ideas, a total of 70 submissions and 47 participants were collected. Mayor Keefer thanked the donors for their financial support to the winners: Family Dollar, La Reyna Fruteria, Jumpstart Java, C & D, Harvest Town Foods, Sinclair, and Café Cultura for a total of \$260 in total awards. Mr. Hammond will be in contact with further details on the next step of the process.

Community winner – Noah Reaves – “Where potential comes to grow”

Riverside Jr/Sr High winner – Seth Hammond – “Beauty around the bend”

Windy River Elementary winner – Mikayla Mickles – “Where river meets opportunity”

Sam Boardman Elementary winner– Hadley Coleman – “Small town – big dreams”

ODOT ADA Ramps – Blaise Exon

Blaise Exon, Project Manager – Jacobs Engineering and Erin Winterton, Project Manager – ODOT, presented the project updating ADA pedestrian ramps at the North and South freeway intersections. Improvements are in progress as the current ramps are not conforming to ADA requirements. Advertisement of the project will begin in March or April, work will begin late summer 2024 and plan to finish late summer 2025. The proposed improvements were discussed, minimal traffic impacts, pedestrians will be routed around work sites. There was discussion around crosswalks going East to West across Main Street at the intersections and being a safety concern. The project managers will set up a meeting with the City and ODOT to determine if they can permanently close those crosswalks.

Boardman Parks and Rec District

George Shimer, Boardman Parks and Rec District CEO gave a report on current and upcoming events happening within the Parks and Rec District.

Action Items

Ordinances

3-2023 Council Rules

Councilor Baumgartner moved to approve the reading by title only of Ordinance No. 3-2023 Council Rules. Councilor Rockwell seconded the motion. All were in favor. Motion passed 7-0.

City Manager Hammond read the Ordinance by title only.

Councilor Baumgartner moved to adopt Ordinance No. 3-2023, and ordinance establishing council rules and repealing Ordinance No. 3-2004. Councilor Rockwell seconded the motion. All were in favor. Motion passed 7-0.

Resolution

21-2023 Canada Goose Taking Resolution

Councilor Baumgartner moved to approve a resolution to establish a special Canada Goose taking in specific areas under the supervision of the landowner on tax lot 407 of Morrow County tax map 4N 25 16, and tax lot 101 of Morrow County tax map 4N 25 21. Councilor Cuevas seconded the motion. All were in favor. Motion passed 7-0.

Other Business

January City Council Meeting Date January 2, 2023 will remain as scheduled.

Appointment of NEACT Board Member

Mayor Keefer appointed City Manager Hammond as the city's voting board member to the North East Area Commission on Transportation Board (NEACT).

Reports, Correspondence and Discussion

Police Report

Police Chief Stokoe stated DUI's are still high and they are paying overtime and working hard to address the issues. He clarified the reason ODOT is updating crosswalks is due to a lawsuit against them as many crosswalks are out of compliance; ODOT is addressing the issues.

Building Department Report

Building Official McIntire offered the report and asked for any questions. No questions were asked. North Morrow Times will be publishing the building permit report every month.

Public Works Department Report

Public Works Director Prag was on hand for any questions. No questions were asked.

City Manager

- City Manager Hammond expressed his gratitude to the public works department for decorating the city for Christmas. Also thanked the City Council for their support with his transition into his position.
- The City of Boardman Christmas Party is December 15th, plans are finalized and RSVPs have been received.
- The Capital Improvement Plan will be presented in the March Council. Mike Lees, the City's engineer, will have it fully designed and done in time for the budget.
- SE Front Street pre-bid meeting was well attended, so hopefully there will be some competitive bids.
- The Septage Receiving Station has been altered to include a screen to help reduce the amount of garbage going into the lagoons. Once the lagoons are clear of garbage, it can be pumped into the fields which is more cost effective.
- Wilson Road and Faler sidewalk project, using the \$400,000 ARPA funds. There will be a time when discussion will be held regarding mailboxes as there are hundreds around the city that do not meet City standards.
- City Charter update projected time line and chart showing the current charter versus the League of Oregon City's (LOC) version has been provided in the packet. The LOC's version is clearly organized and worded differently. The City can decide how in-depth the changes should be. The idea is to start in March and start at 6:00 PM with a workshop to work through the updates by section. Knowing what needs to be addressed before hand will allow time to look up language change options. The goal is to have the Charter update completed by August 27, 2024 to be on the ballot in November. This will also include opportunities for community input. First meeting would be in February at 6:00 PM.

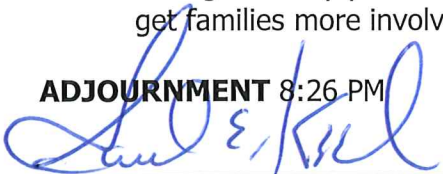
Councilors

- Councilor Salata requested clarification as ODOT is being sued due to crosswalks not being compliant, and asked the plan to ensure City sidewalks meet regulations. City Manager Hammond stated as the City is doing sidewalk improvements, they will be addressed and improvements made as needed.
- Councilor Cuevas stated she appreciated all the input they received for the motto contest. One of her favorites was "We get it done".
- Councilor Rockwell expressed his gratitude to George Shimer for attending the meeting and his leadership of the Parks and Rec District; it has been such an improvement.
- Councilor Pettigrew asked who determines where mailboxes can go. City Manager Hammond stated the placement is determined by the city and the postmaster approves placement.

Mayor

- Mayor Keefer stated he appreciates the Christmas decorations. There has been positive feedback on the nativity scene and lighted candy canes. As sidewalk improvement plans are accomplished, there will be options for the community regarding mailboxes. A mailbox in the middle of a sidewalk impedes the walk of pedestrians. He said it was exciting to see people in the meeting, and it was great seeing so many youth attend the meeting. He said as a Council, it would be wonderful to find ways to get families more involved.

ADJOURNMENT 8:26 PM



Paul Keefer – Mayor



Amanda Mickles – City Clerk