

**CITY COUNCIL MEETING MINUTES****June 13, 2023**

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Tuesday, June 13, 2023, in the Council Chambers of City Hall. Council members present were Deborah Folden, Susann Mills, John Kirby, Ken Hart, Penny Bakefelt, Sam Baker, and Eddie Melendrez.

Members of staff present were Dan Cummings, Tori Barnett, Corinna Hysell, Clint Benson, Kari Ott, Casey Mordhorst, Michael Iwai, Paul Woods, Sheri Smith, and Andy Wood.

The meeting was recorded, and copies are available at City Hall.

AGENDA

This Agenda was posted on June 9, 2023. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

KIRBY moved, BAKER seconded, **TO ADOPT THE AGENDA AS PRESENTED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

CONSENT AGENDA

MILLS moved, KIRBY seconded, **TO ADOPT THE CONSENT AGENDA, WHICH INCLUDED APPROVAL OF COUNCIL MEETING MINUTES OF MAY 9, 2023, AND MAY 23, 2023; AND RYWEST HOUSING INCENTIVES 52-2023 AND 53-2023**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

NEW BUSINESS**Proclamation: Tom Pierce Day**

Mayor Folden read the proclamation into the record: *City of Ontario Mayoral Proclamation, Tom Pierce Day 2023 - Whereas, The American Legion Ontario Post 67 has supported veterans in the local community for over 104 years; and, Whereas, the City of Ontario has honored and worked side by side with American Legion for over 104 years; and, Whereas, those who fought in WWII are known as the greatest generation deserving of our deepest respect and admiration; and, Whereas, Tom Pierce, a WWII veteran, turns 100 years old on July 27th 2023, making him an individual in one of our greatest generation; and, Whereas, American Legion Post 67 passed Resolution #2023-001 unanimously at a regular meeting held May 17, 2023, and is now recommending this proclamation to the City of Ontario for favorable action. Now, therefore, be it resolved that I, Deborah K. Folden, Mayor of Ontario, Oregon, do hereby proclaim July 29, 2023, as TOM PIERCE DAY in Ontario, and encourage all citizens to join in this special observance.*

Ordinance #2819-2023: TPM for Homelessness

Dan Cummings, City Manager, presented.

The City Council recognized the competing concerns surrounding homeless individuals camping on public property within Ontario's incorporated limits and desired to implement regulations to address these concerns. ORS 195.530 required that any city law that regulated the acts of sitting, lying, sleeping, and/or keeping warm and dry outdoors on public property that was open to the public must be objectively reasonable as to time, place, and manner. The Council and city staff solicited input concerning city camping regulations from members



of the community, including interested stakeholders and organizations that assisted low-income and/or homeless members of the community. The Council received input from the community concerning the proposed camping regulations, including, without limitation, input from the city's Homelessness Time, Place, and Manner Ad-Hoc Committee. Subsequent to those meetings and information obtained from the community, the Council found that the camping regulations and camping removal policy contained in the attached ordinance were in the public interest.

The purpose of Ordinance #2819-2023 was to minimize any adverse public safety and health impacts of camping on city property while providing some areas of city property, in the absence of alternative forms of shelter, where homeless persons could rest and/or sleep.

This ordinance helped address the lifestyle, desirability, and beatification of the Council Strategic Plan. The financial cost to the city was currently unknown. Timing was of the essence as this ordinance needed to be enacted before July 1, 2023, to minimize the impact on the citizens of Ontario.

The Council could choose not to enact the proposed ordinance; however, effective July 1, 2023, the city would be required to follow the rules, guidelines, and parameters set by the State of Oregon and would relinquish any rights to establish local guidelines specific to the Ontario area.

BAKEFELT moved, MILLS seconded, THAT THE CITY COUNCIL ADOPT ORDINANCE #2819-2023, AN ORDINANCE OF THE CITY OF ONTARIO ESTABLISHING CAMPSITE REMOVAL POLICY, ON FIRST READING BY TITLE ONLY. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

KIRBY moved, HART seconded, THAT THE CITY COUNCIL ADOPT ORDINANCE #2819-2023, AN ORDINANCE OF THE CITY OF ONTARIO ESTABLISHING CAMPING REGULATIONS AND A CAMPSITE REMOVAL POLICY, ON SECOND AND FINAL READING, BY TITLE ONLY. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

Approval of Contract with MicroTech for IT Services

Sheri Smith, Police Office Manager/IT Supervisor, presented.

Information technology was an internal service that was key to achieving all of the city's strategic goals, and there were essential services for the city to conduct work. Through a TechCare Agreement signed by the City of Ontario, MicroTech was brought in as a backup solution to the city's information technology needs on August 1, 2021. This agreement was proposed for only four months. After losing the city's full-time IT employee later that month, MicroTech agreed to work out of contract until a new agreement could be proposed and signed. On January 11, 2022, the Council signed a new 17-month TechCare agreement with MicroTech establishing them as the city's full-time information technology provider. This agreement became effective February 1, 2022, and was ending June 30, 2023.

MicroTech was working on replacing infrastructure, which was costly and, therefore, taking longer to complete due to budget constraints. MicroTech was able to perform at a sufficient level for taking on the entire technology system. They had been responsive to requests and now that they had been with the city for two years, they were establishing a system architecture standard that worked with their company engineers.

Staff worked with Micro Technology Systems, Inc., to agree on a price for service and agreement. Staff was recommending the Council approve the new 2-year contract with MicroTech to continue IT services for the city through the end of the 2025 fiscal year.

The cost of the agreement would be \$9,115.00 per month for FY 2023/24 and the second year would be \$9,480.00 per month for FY 2024/25. Adding additional servers would increase the cost by \$200 and adding additional PCs would increase the cost by \$55 per month. The funds for FY 2023-24 were currently budgeted. If the Council voted to take no action on this proposal, MicroTech could back out of providing services at any point.



MILLS moved, BAKEFELT seconded, THE CITY COUNCIL APPROVE THE AGREEMENT FOR INFORMATION TECHNOLOGY SERVICES WITH MICRO TECHNOLOGY SYSTEMS, INC., COST OF \$109,380 IN FY 2023-2024 AND \$113,760 IN FY 2024-2025. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

DEPARTMENT HEAD UPDATES

Ontario Fire & Rescue: Quarterly Report

Clint Benson, Fire Chief, presented.

HAND-OUTS

Department Stats:

Code Enforcement, Police, Fire, Public Works

Minutes:

Tater Tot: 03-08-2023; 03-22-2023; 04-12-2023

County Court: 05-03-2023; 05-10-2023

EXECUTIVE SESSION

ORS 192.660(2)(i) – City Manager Annual Performance Review

An executive session was called at 7:24 p.m. under provisions of ORS 192.660(2)(i) to conduct the annual review of the City Manager. The Council reconvened into regular session at 8:04 p.m.

ACTION FOLLOWING EXECUTIVE SESSION

HART moved, MELENDREZ seconded, THE COUNCIL APPROVE A COST OF LIVING AMOUNT OF 3.5% TO THE CITY MANAGER, BASED ON THE CITY MANAGER PORTION OF HIS PAY, WHICH IS CONSISTENT WITH THE COLA'S PROVIDED TO CITY OF ONTARIO STAFF THIS YEAR. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Councilor Bakefelt stated National Night Out was August 8th, which was also the date of a Council meeting. She asked if the Council could cancel that meeting. She stated she'd really like to see the Council volunteer to help out that night. It was going to be, hopefully, huge, and she'd like the Council to be front and center, along with city staff.

Consensus to cancel the meeting. Notice of the cancellation would be handled by the City Recorder.

- Councilor Bakefelt stated she noticed in the May 24th County Court minutes, under the Sheriff's office, they discussed the Motorola software project, and the request for authorization to order servers. The department hoped the Eastern Oregon Border Board would grant funding to pay for the servers, but if they did not, the county would pay for the servers with ARPA funds, with the cities of Ontario and Nyssa later contributing funds. She wanted to make sure that was on the City Manager's radar.

Mr. Cummings he was aware, and the Police Chief was actually in charge of writing up the grant request for the Border Board. Following that day's meeting with Merchant McIntyre, under the arrangement of working with them, they would supply support for any grants the city pursued, so the Chief would be able to send that to M&M for review. The County Court had originally budgeted to fund all of it, but there were some recent issues that occurred, so they were backing up a little and hoping for help from the Border Board. If that didn't come to fruition, they'd pull some funding from somewhere else.

Councilor Bakefelt stated worst case, if that came back on the city, what would that look like?



Mr. Cummings stated the city's share was currently unknown, but he was hoping to not have to come back before Council for this. They all hoped for Boarder Board grant funds. The Council had already authorized funding for some pieces of the project through the IT purchases. It was the hardware that they were hoping to get the grant for.

- Mr. Cummings stated he had four staff members volunteer to attend a grant writing training.

Corinna Hysell, HR Manager, stated they would be attending classes August 21st and 22nd, in Seattle. There were three attending that training.

Mr. Cummings stated the Police Chief was also going to attend, but a different class. He wanted the Council to be aware that staff was stepping up to bring grant writing skills back in-house, which M&M would help with, but also to mainly to look for and go after state grants. The plan following the training was to meet monthly with those individuals, along with the City Manager, to review grants to see what to go after. They also wanted to pay close attention to the grants that required matching funds.

Councilor Bakefelt stated she had given Chief Iwai some books on grant writing, just the basics. Might be some information reading.

- Councilor Kirby stated his property had been reviewed by the County Assessor last week, and wondered if anyone knew what the city's assessment was valued at? Was it on the increase?

Mr. Cummings stated Kari Ott had provided a report at the budget meetings, what the increase in tax revenue was for Ontario, but that was based on the valuation of homes. Ontario's rate was fixed. If Councilor Kirby's home value decreased, the city would receive less money from the county, and if it increased, a little more came in. Appraisals had to be done every five years.

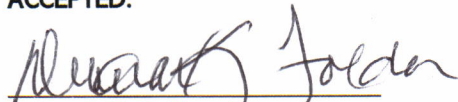
Councilor Kirby stated there was housing out there, but some were government housing units, who paid no taxes. What was the status of the property to the right of the overpass on 5th? Was that publicly supported, or would the city receive revenue?

Mr. Cummings stated the city would receive funds. That was a private RV/mobile home park, so on the mobile home section, the city would receive the regular assessed value for both the land value and whatever homes were placed. Trailers were assessed separately from land. Further, on an RV park, the homes that stayed, true trailers, if they stayed less than 30 days, TOT could be collected. If they stayed longer than 30 days, they were considered permanent, so no TOT. He had been speaking with the Assessor to find a way to collect differently. If someone was using a camp trailer as a permanent residence, they should be taxed like someone using a regular trailer, but that took a change at the state level. That was not something the city could do. People used to not be able to live in a camp trailer year round because they didn't meet the residential code, but that was something that the Governor had changed to try and get more affordable housing, so they were not going to want to tax those and raise the rents.

ADJOURN

BAKER moved, HART seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-yes; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 7/0/0.

ACCEPTED:


Deborah K. Folden, Mayor

ATTEST


Tori Barnett, MMC, City Recorder

