

**CITY COUNCIL MEETING MINUTES****October 25, 2023**

The scheduled meeting of the Ontario City Council was called to order by Mayor Deborah Folden at 6:00 p.m. on Wednesday, October 25, 2023, in the Council Chambers of City Hall. Council members present were Penny Bakefelt, Susann Mills, John Kirby, Eddie Melendrez, Deborah Folden, and Ken Hart. Sam Baker was excused.

Members of staff present were Dan Cummings, Tori Barnett, Corinna Hysell, Clint Benson, Kari Ott, Al Haun, Andy Woods, and Michael Iwai. Attending during the Executive Session was attorney Dustin Hawkins.

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

AGENDA

This Agenda was posted October 20, 2023. Copies of the Agenda are available from the City Hall Customer Service Counter and on the city's website www.ontariooregon.org.

Mayor Folden added a second statute to the Executive Session, adding ORS 192.660(2)(f): Attorney/Client Privilege.

HART moved, BAKEFELT seconded, **TO ADOPT THE AGENDA AS AMENDED**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 6/0/1.

CONSENT AGENDA

HART moved, MILLS seconded, **TO ADOPT THE CONSENT AGENDA, WHICH CONSISTED OF APPROVAL OF COUNCIL MEETING MINUTES OF OCTOBER 10, 2023**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 6/0/1.

PRESENTATION**Recognition by City of Ontario Police Department: Verna Pike, C.O.P.s**

Ms. Pike was asked to stand, and received a plaque from Police Chief Michael Iwai. Councilor Bakefelt read a statement: *I'd like to take this opportunity to thank Verna Pike for her year of service to the city by serving on Citizens on Patrol. Verna has served as a volunteer on COP for a number of years, and logged in over 800 hours of volunteer service since 2016. Verna served with dedication and was very passionate about COP. Verna personally trained all the new COP members on her watch. At the peak, we had approximately 16 members. Verna patrolled the city, attended various meetings promoting COP, and assisted with parades and events. In addition, Verna scheduled and ran all the monthly COP meetings, and kept all members apprised of all upcoming events and required trainings. Verna set a good example for all the COP members, and made sure all the rules were followed, keeping the COP members safe. Please join me in thanking Verna for a job well done.*

Chief Iwai stated while he had not known Ms. Pike long, he appreciated her work within the City of Ontario. When he first met her, her tenacity and what she wanted from the police department, he appreciated. She schooled him, she educated him on how the COPs were impacting and augmenting the department. There were a handful of events where COPs volunteered, from traffic control to just supporting the department. The numbers dwindled, and there were some issues regarding how they were going to move COPs in the future, but her seven years served in capacity of coordinator had not gone unnoticed. He appreciated her and the



entire COP team. He presented Ms. Pike with a plaque, which read: *To Verna Pike, In recognition of your hard work as a COP volunteer coordinator, November 2016 to August 2023. Thank you for your commitment to serving our community with the Ontario Police Department, 2023.*

NEW BUSINESS

East Lane Design: Jacobs Engineering

Al Haun, Assistant Project Director, presented.

The City of Ontario received funds through the Oregon Department of Transportation (ODOT) that needed to be expended within the coming year. Rehabilitating the pavement on East Lane from West Idaho to SE 5th Street was a high priority pavement rehabilitation project and had been identified for improvement. A Jacobs Task Order was developed to conduct the design and create a set of biddable construction documents on this short timeline. The Task Order was in front of the Council for approval tonight.

ODOT contributed funds for roadway project on an annual basis to all communities in the state. Funds were collected as part of the gas tax and the program was specifically called the Fund Exchange. The state could hold these dollars for communities to allow them to accumulate the necessary amount of funding to cover specific projects. These funds, along with budgeted CIP funds, would allow this project to be completed. Staff was seeking Council approval of the Jacobs Task Order to develop construction documents to bid the East Lane Rehabilitation Project. The funds in the ODOT Fund Exchange program had a date by which they had to be spent. In order for the city to not lose any state funds, the city had to engage in a project and begin the process of expending the funds.

This project met the Desirability goal directly by improving city streets. It also met the goal of Beautification by developing a new clean street surface with improved safety for bicycles, pedestrians, and vehicles. The renewed pavement section would provide better support for traffic growth, another Strategic Plan goal.

Currently, the city needed+ to utilize \$748,000 in ODOT fund exchange dollars or risk losing them. These funds, with the additional budgeted CIP funds, would fund this project. The total funding available was just over \$2 million and was budgeted in the street fund. Timing of this effort was critical, as delay in spending the ODOT funds for construction could result in loss of the funding.

MILLS moved, KIRBY seconded, **THE CITY COUNCIL APPROVE THE TASK ORDER WITH JACOBS TO CONDUCT THE DESIGN AND DEVELOP BIDDABLE CONSTRUCTION DOCUMENTS FOR THE EAST LANE REHABILITATION PROJECT IN THE AMOUNT OF \$58,100 AND APPROVE THE CITY MANAGER TO SIGN ALL REQUIRED DOCUMENTS.** Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 6/0/1.

Resolution #2023-116: Beck Park Grant

Dan Cummings, City Manager, presented.

Staff would like to apply for a grant for the improvement of the Beck Kawanis Park Pond Trail. To apply for a grant, a resolution was required from the City Council, supporting the grant, and required matching funds.

The City Manager established a grant committee to look for grants to aid in applying for grants for the city. As part of the Park's Master Plan for the Beck Park Pond area, the reconstruction of the trail around the park was an approved project by the Council, who funded \$40,000.00 in the 2023-2024 budget for the trail improvement. Staff would like to improve the existing gravel trail to a hard surface trail to allow ADA (American Disability Act) accessibility and was looking for grants to help do so.

For one of the grants staff was applying for, a resolution by the governing body was required in support of the grant. If the grant was awarded, \$25,000 out of the budgeted \$40,000 for the path upgrade would have to be committed to this grant. The deadline for applying for this grant was in early November and the resolution was needed to complete the application process.



MELENDREZ moved, MILLS seconded, THE CITY COUNCIL APPROVE RESOLUTION #2023-116, A RESOLUTION IN SUPPORT OF APPLYING FOR AN OREGON LAND AND WATER GRANT IN THE AMOUNT OF \$50,000.00 WHICH REQUIRES A 50% MATCH OF \$25,000.00 FOR A TOTAL GRANT AMOUNT OF \$75,000.00 AND AUTHORIZE THE MAYOR TO SIGN THE RESOLUTION. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 6/0/1.

PUBLIC HEARING

Accept Right of Way for a Portion of NW 11th Street and NW 24th Avenue, per Approved Partition Plat, Approved Under Planning Action 2022-05-23 PTN

It being the date advertised for a public hearing on the matter stated above, the Hearing was declared open. There were no objections to the city's jurisdiction to hear the action. No abstentions, ex-parte contact, or declarations of conflict of interest were stated.

Dan Cummings, City Manager/Community Development Director, presented.

The City Council, who was the governing body for the City of Ontario, needed to accept the right of way of a portion of NW 11th Street and NW 24th Avenue. The subject property had been partitioned by 2317 NORTHWEST 11TH, LLC, into two parcels with public right of way being dedicated. The action required the dedication of public right of way for portions of NW 11th Street and NW 24th Avenue. Construction of all the public improvements had been completed and accepted by the city and the Partition was ready to be finalized. The public right of way needed to be accepted by the City Council.

There was no financial cost to the city at this time other than normal maintenance of the city infrastructure developed as part of this partition and construction of the property. This action needed to be completed so the city had the authority to maintain the city infrastructure within the right of way. The City Council, under 10B-55-45 for a land division involving the creation of streets, shall, by action of the City Council at a public hearing, approve the final plat by motion accepting the public right of way, and the Mayor and planning officials shall sign the plat.

The Hearing was opened for public testimony. Opponents: None. Proponents: None. There being no Proponent and no Opponent testimony, the Hearing was closed.

MILLS moved, MELENDREZ seconded, THE CITY COUNCIL APPROVE THE DEDICATION OF THE RIGHT OF WAY FOR A PORTION OF NW 11th STREET AND NW 24th AVENUE AS SHOWN ON THE PARTITION PLAT, SAID PARTITION BEING APPROVED BY AN ADMINISTRATIVE ACTION ON AUGUST 25, 2022, UNDER PLANNING FILE 2022-05-23PTN, AND AUTHORIZE THE MAYOR TO EXECUTE HER SIGNATURE ON THE FINAL PLAT ACCEPTING THE DEDICATED RIGHT OF WAY SHOWN ON THE PLAT. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-no; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 5/1/1.

DEPARTMENT HEAD UPDATE

Airport: Quarterly Report

Andy Wood, Airport Manager, presented.

HAND-OUTS

Minutes:

County Court 10-04-2023

Tater Tot Trail 09-13-2023

Public Works 09-19-2023

Check Register

September, 2023



- Councilor Kirby stated with regard to the Tater Tot Trail, they'd gotten to a point where they were looking for some talent. Alexandra Stone, Parks Service, had been a great aid, and they'd received citizen input and meetings where things were flushed out. They needed a narrative. There was a lot of knowledge on the committee, but no way to write it up. Fortunately, at the last meeting Gary Fugate stepped forward to help write a story to accompany the pictures and statistics. Alexandra had people in Washington, DC, who were going put it together, so it was a story backed up by statistics and photos. Things were really moving forward.

CORRESPONDENCE, COMMENTS, AND EX-OFFICIO REPORTS

- Councilor Kirby asked when Fall Clean-Up was scheduled.

Ms. Hysell stated it was set for November 13-17, 2023.

- Councilor Bakefelt let everyone know National Night Out was scheduled for August 13, 2024, 4-7pm.
- Mr. Cummings stated the seven foot security fence on the west side of the airport had been completed this week. He and Al Haun made the final drive through that day to ensure it met requirements, and it looked very nice. It was hoped it would help control the weed situation, as well as animals getting in the area. Also, it now sectioned off the recreation area where the speed boat races occurred. The fence basically secured the active airport from all outside activities and actions.
- Councilor Mills stated every year the Sheriff's Department held a citizen's academy, once a week, for six weeks, for about 2½ hours. It was to familiarize people with the department and what they did. She would be participating this year, and encouraged others to sign up.

Councilor Bakefelt stated she attended the previous year, and it was very beneficial. It was a great program, and it was free.

- Councilor Melendrez stated he visited the unhoused site the city had, and he also stopped by the meal site, which was going through a change of hands. While visiting the meal site, and speaking with some people at the unhoused site, he asked about their needs, and what it was like out there. One shared that OPD had been very helpful in guiding them on where they could go. He appreciated hearing that. But, as a city, could they do more? Maybe it was a good upcoming discussion item, or new business. Maybe someone on the Council or staff could lead a coalition or ad hoc committee to bring various organizations together to provide services. For example, Community in Action offered housing services, or Lifeways offered help for substance abuse or mental health services. It would be great if the city were to lead that.

EXECUTIVE SESSION

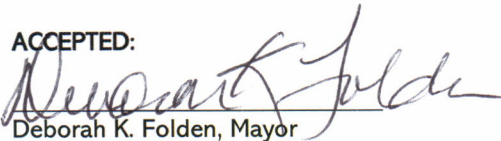
Executive Session: ORS 192.660(2)(h) and ORS 192.660(2)(f)

An executive session was called at 6:50 p.m. under provisions of ORS 192.660(2)(d) to discuss Labor Negotiations and ORS 192.660(2)(f) Attorney/Client Privilege. The Council reconvened into regular session at 8:07 p.m.

ADJOURN

BAKEFELT moved, HART seconded, **THAT THE MEETING BE ADJOURNED**. Roll call vote: Mills-yes; Baker-out; Kirby-yes; Hart-yes; Bakefelt-yes; Melendrez-yes; Folden-yes. Motion carried 6/0/1.

ACCEPTED:


Deborah K. Folden, Mayor

ATTEST


Tori Barnett, MMC, City Recorder

