



**THE COMMON COUNCIL OF THE CITY OF ECHO WILL HOLD A REGULAR MEETING
AT 6:00 PM TUESDAY, MARCH 9th, 2021. LOCATED AT CITY HALL, 20 S BONANZA,
ECHO.**

AGENDA

- 1. Pledge of Allegiance**
- 2. Public Comment on *Current Agenda Items Only* (Note: please keep all statements to 5 minutes or less)**
- 3. Approval of Minutes**
- 4. Golf Course Report – Dave**
- 5. Police Report – Submitted in writing**
- 6. Public Works Report – Justin or Dave**
- 7. Snow Estates Presentation – Introducing the proposed project**
- 8. Anderson/ Perry – Brad Baird - Water System Master Plan process**
- 9. Committees – discussion on all committees (Art, Historical, Trail, ?)**
- 10. Old Business – COVID- CARES Act Grants; Flood updates; Update on Youth Council Position; Work Session Update**
- 11. New Business – Local Residents wish to rebuild the Block House replica – Eujana Hampton**
- 12. Administrator Report – Financial update; Train noise; Budget Calendar & Budget Committee; other**
- 13. Public Comment (Note: please keep all statements to 5 minutes or less)**
- 14. Adjournment**

Not approved
until March 9th
2021
(AS)

**THE COMMON COUNCIL OF THE CITY OF ECHO HELD A REGULAR
MEETING ON TUESDAY FEBRUARY 9th, 2021 AT 6:00 P.M. AT ECHO CITY
HALL, 20 S BONANZA, ECHO, OREGON**

COUNCIL PRESENT: Mayor Chad Ray, Jessica Holben, Tammie Williams, Richard Thew, Janie Enright, Dick Yoder, Berlyn Anderson

ABSENT: None

STAFF/CITY PRESENT: David Slaght, City Administrator-Recorder; Justin Northern, PW Director; Ken Hendrix, PW Maint.

OTHERS PRESENT: Alvin Umphres, Commissioner Dan Dorran, Chief Zumwalt, James Shelton, Andrew Kilgore, Jerry & Dee Gaunt, Frank Jantzen, Jeanie Hampton, Pam Reese, Amy Hendrix, Phyllis Shovelski

CALL TO ORDER: Mayor Chad Ray led the Pledge of Allegiance and the regular meeting was called to order at 6:01 PM.

PUBLIC COMMENTS: Frank Jantzen has concerns that the City's sewer lines run under his house and that it is causing moisture problems and black mold.

APPROVAL OF MINUTES: Tammie made a motion to approve the January minutes with the corrections; Dick seconded; **VOTE:** All ayes, motion carries

GOLF COURSE: Dave indicated that things were going ok. Some green fees, even with the windy cool weather. The City had the chimney cleaned at the club house, as it was plugged and not allowing the system to properly vent. The City sent out bills for \$85,000 in membership dues for the season. We have started receiving those dues and even added six new members as of this meeting.

POLICE REPORT: Chief Zumwalt provided a report in writing and he also indicated that he provided a year end report which the Council just received via email. No questions were asked.

PUBLIC WORKS: Justin informed the Council that PW's has been trying to get ahead of the problematic weed areas around the City with early treatment. Also, he and Ken are getting ready for the pending cold snap that is forecasted for the coming weekend. They are working on equipment and getting ready for spring. Justin went into some detail on the sewer project plan review and how much time he is putting into it. He gave a really good overview of what the project is going to do and why. He offered up that if anyone wants to come and review the plan, to come by City Hall to do so.

OLD BUSINESS: Dave informed the Council that the CARES ACT fund is still intact and that we have a \$1440 credit. The state extended the deadline for the use of those dollars until December 31st, 2021. He also informed the Council that due to pending federal legislation on another aide bill, that he expects the State of Oregon, Umatilla County and Echo will most likely be managing more funds to help folks.

Dave updated the Council on the flood mitigation project planning with MURC and the NRCS. We are currently waiting for the NRCS to draft up 10% plans to be presented to the group and then on to the Kizan process at the State level. He also indicated that once it hits the State that community leaders such as the Mayor and County Commissioners will need to be contacting Senator Wyden, Congressman Bentz and others to make sure to keep our needs on the forefront for funding of needed projects along the Umatilla River.

Umatilla County Emergency Manager Tom Roberts contacted Dave recently about setting up a west county sand bagging station in the Echo area. They are also donating a cargo box to store the sand bags in and Justin will be setting up a quick fill station so we won't need to have lots of people shoveling material into the bags by hand. We are looking at locating the station out by the City's lagoons to keep the stuff safe and allow for easy access going north or south.

Chad asked Dave if he had talked anymore with ODOT about their rebuilt levee on the Umatilla River across from the City owned waste water facility. Dave indicated that he had not and would like to wait until the NRCS completes the 10% drawings for flood mitigation so he had some technical information to add to the discussion with ODOT.

Chad updated everyone on the work the Council is doing on Vision, Mission and Council Goal setting. The process has been moving forward and the draft Vision and Mission Statements are posted on the City website.

Chad discussed the City Administrators spending authority within the approved budget. Dave recently missed out on an opportunity to purchase some raw materials for bridge retrofit related to the wastewater project because it was over his \$3000 spending authority. He needs clarification on what he is authorized to spend or not. The discussion among the Council was that if it is in the budget and approved that Dave has their blessing to spend amounts above \$3000 without further Council approval. Dave made sure that the Council knows there is a clear paper trail for all expenditures and that there is dual check signing requirements already in place for all money going out.

NEW BUSINESS: Richard introduced the idea of involving the youth from the school district as part of the Council, in a none voting role. This would allow for the school to keep the City informed on what's happening and vice versa for the school

district to be kept informed on what's happening in the City. Could be a great opportunity for our youth in governing activities and public involvement. Jessie, Berlyn and Chad all said that they thought it was great idea. Dick mentioned that it would be a good idea to let the school set the numbers of kids and their rotation. Janie said that a set of criteria's or expectations would need to be established so there would be guidelines for the youth and the Council on how things are to handled.

Chad said that he would contact the superintendent at the school and Dave said he would contact LOC for any guidance that they may have.

Chad introduced the LOC set of guidelines on Council procedures and is asking to update Echo's Council operating procedures. There was some discussion on it and it seemed to be a general agreement among the Council that it was time to update and review the procedures for the City. This will be worked on in the coming months at the scheduled work sessions.

RESOLUTION 482-2021 – Amend 481-2021 previously approved to actually be renumbered as 482-2021 to correct an error in numbering. No language was changed. Tammie moved to approve the motion of changing the number to correct the error; Richard seconded; VOTE: All ayes, motion carries.

RESOLUTION 483-2021 – Safe Drinking Water Revolving Loan Fund (forgivable loan) Dave explained that this money will be used to pay for the City's Water Master Plan update. A fairly lengthy discussion followed about why it was important and that we won't be actually doing any projects at this step in the planning process.

Jessie moved to approved as presented; Berlyn seconded; VOTE: All ayes, motion carries.

APPROVAL: Anderson/Perry agreement to update the Water Master Plan – Richard made a motion to approve pending approval by the funding agency; Dick seconded; VOTE: All ayes, motion carries

APPROVAL: Updating the public records request forms. Dick moved to approve the updated form; Jessie seconded; VOTE: All ayes, motion carries

ADMINISTRATOR REPORT: Dave passed out the January bank statement. The W2's got out on time for staff and the new financial system is functioning ok. He also briefly talked about how the funds for the waste water project come and go out through the City's bank accounts and accounts payable.

Dave also briefly talked about City Halls new phone numbers. Basically, CenturyLink kept denying Spectrum from porting the numbers over, for no understandable reason. Finally, Dave just ended it and hence the new numbers.

PUBLIC COMMENTS: Phyllis Shovelski congratulated all the new Council members, she wanted to remind the Council that Kiwanis has an annual scholarship fund to help with the youth program introduced by Richard. She also thanked the City for finally moving forward on the sewer project.

Andrew Kilgore – he would like to have the City do a study and find out how get the train horns to stop while coming through Echo. Appreciated the idea of having a sandbag station, wants to know the plan.

Eugena Hampton – explained how we got the sewer project, through lots of hard work and outside the box thinking. That's why it took so long. She also wanted to get on the agenda next Council meeting to discuss rebuilding the block house at the Fort Henrietta Park.

ADJOURNMENT: Being as there is no further business before the Council a motion to adjourn was made by Janie; seconded by Tammie at 7:15 PM; VOTE: All ayes - Motion carries.

Respectfully Submitted,

Mayor, Chad Ray

Attest:

David Slaght/ City Administrator

DRAFT – Council Goals - notes from 2-23-21

History:

1. Fort Henrietta – rebuild block house replica
2. Modernize / App for digital world
3. Strong historical community
4. Coordinate w/tribes, EHA, any other groups
5. School history day

Council:

1. Update rules / procedures
2. Transparency / communication
3. Update Comprehensive Plan
4. School Rep

Economy:

1. Promote Tourism
2. Reader Board
3. Review/ Develop commercial code (Historical look)
4. \$ incentives for new businesses
5. Railroad right of way

Safety / Health:

1. Code enforcement
2. Railroad Crossing
 - Blocking roads
 - Train horn
 - Crossing contact sign
 - Pedestrian crossing bridge
3. Crosswalks
4. Sidewalks - repair & new construction
5. County/ PW/ State for road repair
6. Police accountability
7. Community cleanup/ free dumpsters for public

Growth:

1. Businesses
2. Planning commission for developments

Community:

1. Community Events – City Sponsored or Co-sponsored
 - National Night out
 - Giving Tree
 - Arbor Day Events
2. Promote main events
3. Outreach to groups/ clubs
4. Welcome baskets for new residents and maybe tourist baskets
5. Revitalize Fort Henrietta Days
6. Resource list

City Operations:

1. Council Packets made available to the public via website – keeping people informed
2. Water Master Plan
3. Sewer Project
4. Proper Equipment for PW
5. Golf Course irrigation & management plan for the future
6. Continue education for City Staff
7. Maintenance & Improvement Plans for streets, buildings, and other City owned assets.