



CITY OF  
**JOHN DAY**

**CITY COUNCIL MEETING AGENDA**  
**Tuesday October 8, 2024,**  
**REGULAR MEETING: 6:30 pm**  
**John Day Fire Station**  
**316 S Canyon Blvd, John Day, OR 97845**  
**(541)575-0028** [www.cityofjohnday.com](http://www.cityofjohnday.com)

*This meeting is open to the public. This agenda includes a list of the principal subjects anticipated to be considered at the meeting. However, the agenda does not limit the ability of the Council to consider additional subjects. Meetings may be canceled without notice. Zoom Meeting participants should use the “raise your hand” feature during these times to alert the moderator that they would like to speak.*

**Join Zoom Meeting**

City of John Day is inviting you to a scheduled Zoom meeting.

<https://zoom.us/j/95867942253?pwd=dHE5c3djSEx4OFBuZndPQU5HMGN3QT09>

Meeting ID: 958 6794 2253

Passcode: 776959

**Call to Order: Regular Meeting 6:30 pm.**

1. Call John Day City Council Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Amend or Accept Regular Agenda

**5. Public Comments (*Please Limit to 3 Minutes*)**

*Public Comments are an opportunity to present information or speak on an issue that is not on the agenda. Comments are limited to 3 minutes for each person. Visitors may state their comments and should not expect the council to engage in back and forth dialogue regarding the comment, council may either choose to add it to a follow up meeting or direct City Manager to follow up with the speaker.*

**6. Consent Agenda**

*All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.*

- a. Accounts Payable through September 30, 2024
- b. Minutes for September 24, 2024

**7. Presentation and discussion regarding traffic light/4 way stop at the intersection of Hwy 26 and Canyon Blvd. – Ken Patterson/Sean Maloney ODOT**

8. Project updates: Nick Ducote, Ducote Consulting
9. Camping Ordinance update and discussion regarding town hall, draft ordinance and survey
10. Website update/marketing discussion
11. City Manager Comments
12. Mayor and Council Comments
13. Adjournment: **Next Regular Meeting October 22, 2024**

Report Criteria:  
Report type: Invoice detail  
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>ACS - ADVANCED CONTROL SYSTEMS</b>							
09/30/2024	750296	1013	ACS - ADVANCED CONTROL SYSTEM	39535	03-000-63450	415.00	415.00
Total 750296:							415.00
<b>AMAZON CAPITAL SERVICES, INC.</b>							
09/18/2024	750276	1026	AMAZON CAPITAL SERVICES, INC.	1Q34-1TGK-9	06-000-63800	102.98	102.98
09/18/2024	750276	1026	AMAZON CAPITAL SERVICES, INC.	1Q3C-TK3G-4	03-000-63400	33.96	33.96
Total 750276:							136.94
09/30/2024	750297	1026	AMAZON CAPITAL SERVICES, INC.	13RQ-4J7G-G	06-000-63877	113.65	113.65
Total 750297:							113.65
<b>ANALYTICAL LABS</b>							
09/18/2024	750277	1030	ANALYTICAL LABS	2406253	03-000-63450	405.90	405.90
Total 750277:							405.90
<b>Baker County Pest Control LLC</b>							
09/30/2024	750298	1042	Baker County Pest Control LLC	6418	01-050-62900	370.00	370.00
Total 750298:							370.00
<b>BOX R WATER ANALYSIS</b>							
09/30/2024	750299	1062	BOX R WATER ANALYSIS	X059816	02-000-64100	505.00	505.00
09/30/2024	750299	1062	BOX R WATER ANALYSIS	X059819	02-000-64100	460.00	460.00
09/30/2024	750299	1062	BOX R WATER ANALYSIS	X059946	02-000-64100	50.00	50.00
09/30/2024	750299	1062	BOX R WATER ANALYSIS	X059948	02-000-64100	50.00	50.00
09/30/2024	750299	1062	BOX R WATER ANALYSIS	X959947	02-000-64100	50.00	50.00
Total 750299:							1,115.00
<b>BRYANT, LOVLIE, &amp; JARVIS, PC.</b>							
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18605	01-000-65225	75.00	75.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18606	01-000-63450	50.00	50.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18607	01-000-63450	325.00	325.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18608	01-000-63450	245.00	245.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18609	01-000-63450	545.00	545.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18610	34-000-63450	50.00	50.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18611	07-000-63450	40.00	40.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18612	03-000-66230	2,400.00	2,400.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18613	07-000-63450	2,700.00	2,700.00
09/18/2024	750278	1067	BRYANT, LOVLIE, & JARVIS, PC.	18615	07-000-63450	1,905.00	1,905.00
Total 750278:							8,335.00
<b>CASELLE, INC</b>							
09/18/2024	750279	1083	CASELLE, INC	135652	26-000-64000	1,130.00	1,130.00
Total 750279:							1,130.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>CHESTERS</b>							
09/18/2024	750280	1097	CHESTERS	007047701443	01-050-63800	589.96	589.96
Total 750280:							589.96
<b>CITY OF SENECA</b>							
09/18/2024	750281	1106	CITY OF SENECA	1092R-080124	07-000-64798	141.43	141.43
Total 750281:							141.43
<b>CIVICPLUS LLC</b>							
09/18/2024	750282	1108	CIVICPLUS LLC	295454	07-000-64000	3,437.50	3,437.50
Total 750282:							3,437.50
<b>CONSOLIDATED SUPPLY COMPANY</b>							
09/18/2024	750283	1118	CONSOLIDATED SUPPLY COMPANY	S012032100.0	02-000-66400	2,308.68	2,308.68
09/18/2024	750283	1118	CONSOLIDATED SUPPLY COMPANY	S012046872.0	02-000-66400	2,289.38	2,289.38
09/18/2024	750283	1118	CONSOLIDATED SUPPLY COMPANY	S012065443.0	02-000-66400	141.24	141.24
Total 750283:							4,739.30
<b>CwM-H20, LLC</b>							
09/18/2024	750284	1125	CwM-H20, LLC	2614	03-000-66230	302.50	302.50
Total 750284:							302.50
<b>ED STAUB &amp; SONS PROPANE</b>							
09/18/2024	750285	1168	ED STAUB & SONS PROPANE	CL292102	26-050-63100	121.45	121.45
Total 750285:							121.45
<b>EO MEDIA GROUP</b>							
09/18/2024	750286	1173	EO MEDIA GROUP	0824EO10628	07-000-62100	96.00	96.00
Total 750286:							96.00
<b>GENERAL PACIFIC, INC.</b>							
09/18/2024	750287	1198	GENERAL PACIFIC, INC.	1498615	02-000-66306	2,952.00	2,952.00
Total 750287:							2,952.00
<b>GOVERNMENT ETHICS COMMISSION</b>							
09/18/2024	750288	1622	GOVERNMENT ETHICS COMMISSION	AIE20550	06-000-62650	945.68	945.68
Total 750288:							945.68
<b>GRANT ESD</b>							
09/30/2024	750300	1219	GRANT ESD	2024250051	03-000-64301	213.99	213.99
09/30/2024	750300	1219	GRANT ESD	2024250065	07-000-64000	550.62	550.62
Total 750300:							764.61
<b>JOHN DAY AUTO PARTS</b>							
09/18/2024	750289	1273	JOHN DAY AUTO PARTS	227936	02-000-63800	38.48	38.48
09/18/2024	750289	1273	JOHN DAY AUTO PARTS	228166	02-000-63800	5,355.00	5,355.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total 750289:							5,393.48
<b>JOHN DAY TRUE VALUE HARDWARE</b>							
09/18/2024	750290	1280	JOHN DAY TRUE VALUE HARDWARE	614970	02-000-66400	35.97	35.97
09/18/2024	750290	1280	JOHN DAY TRUE VALUE HARDWARE	615153	02-000-64260	29.99	29.99
09/18/2024	750290	1280	JOHN DAY TRUE VALUE HARDWARE	615159	02-000-63800	27.87	27.87
Total 750290:							93.83
<b>KERNS BROTHERS</b>							
09/30/2024	750301	1301	KERNS BROTHERS	3623	03-000-63400	3,962.00	3,962.00
Total 750301:							3,962.00
<b>KJDY</b>							
09/18/2024	750291	1305	KJDY	CC-12408126	03-000-62100	349.00	349.00
Total 750291:							349.00
<b>LEN'S PHARMACY</b>							
09/30/2024	750302	1322	LEN'S PHARMACY	2-1409421	03-000-63460	14.61	14.61
Total 750302:							14.61
<b>LIFE FLIGHT NETWORK</b>							
09/18/2024	750292	1325	LIFE FLIGHT NETWORK	2024ANNUAL	01-000-10165	1,575.00	1,575.00
Total 750292:							1,575.00
<b>NORTH CENTRAL LABS</b>							
09/30/2024	750303	1378	NORTH CENTRAL LABS	509140	03-000-63400	74.07	74.07
Total 750303:							74.07
<b>OREGON TRAIL ELECTRIC CO-OP</b>							
09/18/2024	750293	1406	OREGON TRAIL ELECTRIC CO-OP	AUGUST2024	06-000-64798	8,211.07	8,211.07
Total 750293:							8,211.07
<b>PECK RUBANOFF &amp; HATFIELD PC</b>							
09/18/2024	750294	1418	PECK RUBANOFF & HATFIELD PC	10064	06-000-63450	1,622.25	1,622.25
Total 750294:							1,622.25
<b>QUILL CORPORATION</b>							
09/30/2024	750304	1432	QUILL CORPORATION	901-24580516	03-000-63400	61.98	61.98
09/30/2024	750304	1432	QUILL CORPORATION	901-QCENV00	06-000-63800	176.79	176.79
Total 750304:							238.77
<b>RAENA LAUER</b>							
09/30/2024	750305	1632	RAENA LAUER	WTR/SWR LA	03-000-20130	60.00	60.00
Total 750305:							60.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>TEC COPIER SYSTEMS LLC</b>							
09/18/2024	750295	1500	TEC COPIER SYSTEMS LLC	218519	06-000-62900	67.96	67.96
Total 750295:							67.96
<b>USA BLUEBOOK</b>							
09/30/2024	750306	1534	USA BLUEBOOK	INV00482459	03-000-63400	153.44	153.44
Total 750306:							153.44
<b>VERIZON</b>							
09/30/2024	750307	1538	VERIZON	9973470754	02-000-64798	213.74	213.74
Total 750307:							213.74
<b>WELLS FARGO FINANCIAL LEASING</b>							
09/30/2024	750308	1548	WELLS FARGO FINANCIAL LEASING	5031442940	34-000-63650	200.13	200.13
Total 750308:							200.13
Grand Totals:							48,341.27

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-000-10165	900.00	.00	900.00
01-000-20000	.00	5,257.96-	5,257.96-
01-000-62490	104.70	.00	104.70
01-000-62650	283.70	.00	283.70
01-000-62850	20.01	.00	20.01
01-000-62900	205.39	.00	205.39
01-000-63450	1,651.68	.00	1,651.68
01-000-63800	93.18	.00	93.18
01-000-64000	316.40	.00	316.40
01-000-64798	376.66	.00	376.66
01-000-65225	75.00	.00	75.00
01-050-62850	10.00	.00	10.00
01-050-62900	185.00	.00	185.00
01-050-63800	592.04	.00	592.04
01-050-64000	22.60	.00	22.60
01-050-64798	421.60	.00	421.60
02-000-20000	.00	15,860.72-	15,860.72-
02-000-20130	24.00	.00	24.00
02-000-62100	104.70	.00	104.70
02-000-62650	283.70	.00	283.70
02-000-62850	70.05	.00	70.05
02-000-62900	20.39	.00	20.39
02-000-63450	486.68	.00	486.68
02-000-63800	2,151.49	.00	2,151.49
02-000-63825	207.50	.00	207.50
02-000-64000	327.70	.00	327.70
02-000-64100	1,115.00	.00	1,115.00
02-000-64260	29.99	.00	29.99
02-000-64798	3,312.25	.00	3,312.25

GL Account	Debit	Credit	Proof
02-000-66306	2,952.00	.00	2,952.00
02-000-66400	4,775.27	.00	4,775.27
03-000-20000	.00	14,240.17-	14,240.17-
03-000-20130	36.00	.00	36.00
03-000-62100	104.70	.00	104.70
03-000-62360	283.70	.00	283.70
03-000-62460	70.06	.00	70.06
03-000-62500	20.39	.00	20.39
03-000-62850	486.67	.00	486.67
03-000-63400	4,315.74	.00	4,315.74
03-000-63450	613.40	.00	613.40
03-000-63460	14.61	.00	14.61
03-000-63500	327.70	.00	327.70
03-000-64250	3,480.75	.00	3,480.75
03-000-64301	56.72	.00	56.72
03-000-64798	1,727.23	.00	1,727.23
03-000-66230	2,702.50	.00	2,702.50
06-000-20000	.00	2,819.07-	2,819.07-
06-000-62100	34.90	.00	34.90
06-000-62650	94.58	.00	94.58
06-000-62850	20.01	.00	20.01
06-000-62900	6.79	.00	6.79
06-000-63450	162.22	.00	162.22
06-000-63800	27.99	.00	27.99
06-000-63877	28.99	.00	28.99
06-000-64000	113.00	.00	113.00
06-000-64798	2,330.59	.00	2,330.59
07-000-20000	.00	8,938.24-	8,938.24-
07-000-62100	96.00	.00	96.00
07-000-63450	4,645.00	.00	4,645.00
07-000-64000	3,988.12	.00	3,988.12
07-000-64798	209.12	.00	209.12
10-000-20000	.00	245.00-	245.00-
10-000-64798	245.00	.00	245.00
26-000-20000	.00	245.11-	245.11-
26-000-64000	22.60	.00	22.60
26-000-64798	101.06	.00	101.06
26-050-63100	121.45	.00	121.45
33-000-20000	.00	675.00-	675.00-
33-000-61250	675.00	.00	675.00
34-000-20000	.00	60.00-	60.00-
34-000-63450	50.00	.00	50.00
34-000-63650	10.00	.00	10.00
Grand Totals:	<u>48,341.27</u>	<u>48,341.27-</u>	<u>.00</u>

CITY OF JOHN DAY  
CITY COUNCIL MINUTES SEPTEMBER 24, 2024

**COUCILORS PRESENT:**

David Holland, Councilor  
Chris Labhart, Councilor  
Eric Bush, Councilor  
Edwin Newby, Councilor  
Ron Phillips, Councilor  
Sherrie Rininger, Council President

**COUNCILORS ABSENT**

**STAFF PRESENT:**

Melissa Bethel, City Manager  
Rob Gaslin, Contract Finance  
Jeremy Green, City Attorney (Virtual)

**Agenda Item No. 1—Call Meeting to Order**

The City Council meeting was called to order at 6:30 pm.

**Agenda Item No. 2—Pledge of Allegiance**

The City Council stood for the Pledge of Allegiance.

**Agenda Item No. 3—Roll Call and Attendance**

All councilors were present.

**Agenda Item No. 4—Amend or Accept Regular Agenda**

Councilor Labhart would like to add City website discussion to the agenda.

***Councilor Bush moved to accept the agenda as amended. The motion was seconded by Councilor Phillips and passed unanimously.***

**Agenda Item No. 5—Public Comments**

**Heather Rookstool:** Rookstool believes it would be beneficial to the City and Council if department heads presented updates at Council meetings once a month. She also asked if the City can follow up with an individual regarding lighting on 7<sup>th</sup> street which was brought up at a previous meeting.

**Shannon Adair:** During the meeting at the Senior Center, it was mentioned several times that the Purple Pipe failed because there wasn't a project manager. Adair wanted to remind Council they unanimously approved to have a project manager and would like them to keep that in mind as they move forward with the Waste Water Treatment Plant.

**Agenda Item No. 6—Consent Agenda**

Items on the consent agenda for approval:

- a) Accounts Payable through September 6, 2024
- b) Minutes for September 10, 2024



Councilor Labhart would like to remove the Accounts Payable from the consent agenda to open it up for discussion.

***Councilor Bush moved to approve the consent agenda as amended. The motion was seconded by Councilor Newby and passed unanimously.***

**Agenda Item No. 7—Grant County Digital Dissolution Ordinance 24-203-15 An Ordinance Approving and Consenting to termination of the IGA for joint management of Broadband network; and repealing chapter 2-2 (Grant County Digital Coalition) of John Day Municipal Code.**

Councilor Holland asked how this will affect debts and assets of Grant County Digital. Green stated this Ordinance has no effect on the debt and assets of Grant County Digital.

***Councilor Bush moved to approve Ordinance 24-203-15 An Ordinance Approving and Consenting to termination of the IGA for joint management of Broadband network; and repealing chapter 2-2 (Grant County Digital Coalition) of John Day Municipal Code. The motion was seconded by Councilor Phillips and passed unanimously.***

**Agenda Item No. 8—Rally Sale Agreement/Sale of 300 Barnes, Seneca**

***Councilor Bush made a motion to approve the Sale Agreement as presented pending any final revisions that are requested by the City Manager for the building at 300 Barnes Avenue in Seneca, Oregon. The motion was seconded by Councilor Newby and passed unanimously.***

**Agenda Item No. 9—Malheur Lumber Economic Impact and Advocacy Letter – Councilor Labhart**

Councilor Labhart presented a letter regarding the imminent closure of Malheur Lumber and the subsequent economic impact it could have on the community

***Councilor Bush made a motion to direct the Council President to sign the letter as presented pending review. The motion was seconded by Councilor Phillips and passed unanimously.***

**Agenda Item No. 10—Rob Gaslin; Gaslin Accounting CPAs, PC financial update**

***Councilor Phillips made a motion to approve the Accounts Payable through September 6, 2024. The motion was seconded by Councilor Newby and passed unanimously.***

Gaslin presented a Budget to Actual Report to Council.

**Agenda Item No. 11—Appointment of Mayor**

Councilor Bush believes it is time to move forward with appointing a Mayor.

***Councilor Bush made a motion to appoint Councilor Rininger as the Mayor for the City of John Day. The motion was seconded by Councilor Phillips and opened up for discussion.***

Councilor Holland stated that Council unanimously agreed to wait until the new Council members were elected to appoint a Mayor so the public could have a voice in this decision. Councilor Labhart said if this motion passes he will petition for a referendum on the next ballot.

***The motion passed 3-2 with Councilor Rininger abstaining and Councilor Holland and Labhart being opposed.***

Due to Councilor Rininger holding the position of Council President and Mayor, Councilor Bush restated his original motion. Councilor Rininger resigned as Council President.

***Councilor Bush made a motion to appoint Sherrie Rininger as the Mayor for the City of John Day subject to her resignation from Council President. The motion was seconded by Councilor Phillips and passed 3-2 with Councilor Rininger abstaining and Councilor Holland and Labhart being opposed.***

***Councilor Bush made a motion to direct the City Manager to execute the Oath of Office for Mayor, Sherrie Rininger. The motion was seconded by Councilor Phillips and passed unanimously.***

Bethel swore in Rininger as the new Mayor for the City of John Day.

***Councilor Holland made a motion to appoint Councilor Labhart as Council President because he has the most experience. No second was made.***

***Councilor Newby made a motion to appoint Councilor Bush as Council President. The motion was seconded by Councilor Phillips and passed 3-2 with Councilor Bush abstaining and Councilor Holland and Labhart being opposed.***

**Agenda Item No. 12—City Website**

Councilor Labhart would like to see the City of John Day website be updated. Bethel said that she will work on getting it updated.

**Agenda Item No. 13—City Manager Comments**

No City Manager Comments were made.

**Agenda Item No. 14—Mayor and Council Comments**

Mayor Rininger directed Bethel to open applications for the vacant Council seat. The cut off date to turn in the application is October 15<sup>th</sup>, 2024.

**Adjourn:**

There being no further business before council, Councilor Labhart moved to adjourn the meeting.

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Melissa Bethel, CM

## John Day Sewer & Oregon Pine Improvements September 2024 Progress Report for City Council

John Day's Sewer Improvements Project and the Oregon Pine Companion Projects have six primary tracks that are the focus of our efforts:

1. Section 7/Environmental Compliance
2. USDA and Other Funding Applications
3. DEQ Permitting Compliance
4. Preliminary Site Preparation for Companion Projects
5. Engineering Design and Package Plant Procurement
6. Community Engagement and Outreach

This memo provides a progress summary for all six tracks over September 2024. Our top priority currently is Task 5) Engineering Design.

### High Notes:

- Task 1: USDA is working on publishing the Environmental Finding of No Significant Impact; Business Oregon has issued their Release of Funds.
- Task 2: USDA funding being finalized; need the PER updated to proceed.
- Task 4: All companion projects closed out.
- Task 5: First month of Final Design Engineering completed. Hoping for an updated Preliminary Engineering Report (with cost estimate) by end of October 2024.
- Task 6: Rate Study work is ongoing – waiting for PER cost estimates.

Task %	Task
100%	WWTF Complete!
90%	Construct the WWTF
80%	Bid the WWTF Construction
70%	Package Plant Procurement
60%	Construction Funding Secured
50%	Final Design Engineering
40%	Environmental Clearance
30%	Preliminary Engineering
20%	Procuring Engineers and
10%	Securing Final Design Funding

**Council Action – N/A.**

### 1. SECTION 7/NEPA ENVIRONMENTAL COMPLIANCE (TASK 1)

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Waiting for one final document from USDA to finalize their side of the environmental – the Finding of No Significant Impact.

### 2. USDA, COSTS, AND OTHER FUNDING APPLICATIONS (TASK 2)

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The City applied for Congressionally Directed Spending/Community Initiated Project for the wastewater treatment plant project in Q1 2024 and also DEQ-CWSRF funding in Q4 2023. This funding would be earmarked for construction.

**Status:**

- Ducote worked with Business Oregon to reimburse previous expenses and reallocating Grant Administration funds spent into other categories – allowing the City to draw down additional grant funds.
  - CDBG #P18011/Y21006; Disbursement #16 requested \$88,745. Submitted 9/25/24
  - Next disbursement will be submitted in early-October for ~\$22,630.

<b>Current WWTF Project Budget Status</b>			
<i>Funding</i>	<i>Number</i>	<i>Amount Awarded</i>	<i>Balance</i>
Community Development Block Grant	P18011	\$2,500,000	\$2,064,527
Water/Wastewater Financing Program	Y21006	\$2,500,000	\$2,211,647
HB-5006/DAS ARPA Funds	8154	\$1,500,000	\$ -
<b>TOTALS</b>		<b>\$6,500,000</b>	<b>\$4,378,437</b>

<b>Pending Funds</b>		
<i>Funding</i>	<i>Status</i>	<i>Amount</i>
DEQ-Clean Water State Revolving Fund	Awarded, uncommitted	\$4,000,000
Congressionally Directed Spending (EPA-CG)	Not yet awarded	\$1,000,000
USDA WEP	In process	???

### 3. DEQ PERMITTING (TASK 3)

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The Department of Environmental Quality (DEQ) issued a new wastewater pollution control facility (WPCF) permit effective on May 1, 2022 (Permit Number: 103281; File Number: 127619). The permit is good for ten years and expires December 31, 2032.

**Status:**

- Waiting on Flagline to finalize some alignments, so CwM-H2O can finalize groundwater monitoring well locations, so Yellow Jacket Drilling can come out and drill the holes, and then CwM-H2O can monitor and coordinate with DEQ.

### 4. PRELIMINARY AREA PREPARATION FOR COMPANION PROJECTS (TASK 4)

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All Task 4 projects closed out. Final disbursements included below:

- Closed out OEM #DR4452-OR (SW 4<sup>th</sup> Ave Repairs); Final request, \$27,474.23. Submitted on 9/26/24.
- Closed out RTP (Innovation Gateway Trail Improvements) #RT21-008; Final request, \$17,555.84. Submitted 9/26/24

## 5. ENGINEERING DESIGN, SERVICES PROCUREMENT, AND PACKAGE PLANT PROCUREMENT (Task 5)

City has hired a Final Design Engineering team, Rate Study Consultant, and Well Driller.

### Next Steps:

- Rate Study – Donovan Enterprises
  - PSA negotiated and executed. Initial meeting held in late-July to discuss next steps.
  - Donovan is waiting for the City to get more project costing and funding information before proceeding.
- Final Design Engineering – Flagline/Kennedy Jenks
  - PSA negotiated and executed.
  - Kickoff meeting to be held during the week of 9/3 – 9/6.
- Well Driller Procurement – Yellow Jacket Drilling
  - Waiting for Flagline/KJ to determine some final pieces of the alignment before drilling monitoring wells.

## 6. COMMUNITY ENGAGEMENT AND OUTREACH (TASK 6)

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### Status:

- Canyon City rate negotiation are on-going, Rate Study consultant will be able to assist with that negotiation.
- Monthly John Day Council updates are being given in written and verbal format by Ducote Consulting.

# John Day Broadband Grant Updates - September 2024 Progress Report for City Council

## **Background:**

- The City received an EDA grant in April 2022 for \$1,804,475 to construct fiber backbones through the City of John Day in three main segments:
  - Innovation Gateway, Grant County Airport, and Grant County Courthouse.
  - EDA could not pay for engineering costs because they were not procured to federal standards. For the most part, engineering contracts procured from the non-competitive roster do not meet federal standards. This contributed to the IT Fund deficit.
- Broadband Technical Assistance Program funding of \$65,000 received in April 2024.
  - This intention is to pay for the remaining engineering to get the EDA project out to bid.

## **Current Status of the EDA Grant:**

- City has not requested any funds from EDA for reimbursements at this point.
- JD CyberMill officially removed from the project by Council, Ducote working on amending the project budget and submitting to EDA.
- Match Status: City required to contribute 10.72% towards the project, or \$216,823 on a \$2,021,298 project.

## **Current Status of the BTAP Grant:**

- Received draft scopes of work from LS Networks. Attached for Council review.
- BTAP can only pay 5% of the grant towards administrative costs.

## **Next Issues to Discuss for Council:**

- Match requirements for EDA
- Authorize Ducote Consulting to look for additional broadband funds
- Approve City Manager to sign LS Networks Scopes of Work.
  - Pending BLJ and Business Oregon final approval



921 SW Washington St., Suite 210  
 Portland, OR 97205  
 (503) 294-5300

**JOB QUOTE / ESTIMATE**

**Date:** September 25, 2024 **Project Number:** \_\_\_\_\_  
**Client Name:** City of John Day **PO Number:** \_\_\_\_\_  
**Address:** 450 E Main Street  
John Day, OR 97845  
**Telephone:** (541) 575-0028 ext 4224 **Client Contact Person:** Melissa Bethel

**Project Name:** Grant County Airport - Technical Consulting Services - John Day, Oregon

**Services to be Performed:**

Project Management, Project Administration, Stakeholder Coordination and BTAP / EDA Grant Technical Consulting Support Services  
Review and Update Existing Design / Construction Drawings w/ Current Owner, Engineering and Stakeholder Information  
Review and Update Existing Joint Use Pole Permit Applications & Confirm Approval Status  
Review and Update Existing Joint-Use & Power Pole Make-Ready – Confirm All Work Complete & Administration  
Review, Update and Submit ROW Access Permits to City / County / State Agencies (as required): 02 Permits (City of John Day, Grant County)  
Assist With Competitive Bid Document & Specification Preparation  
Assist With Hosting and/or Attending Pre-Bid Meeting  
Assist With Receipt, Summary and Comparison of Contractor Bid Pricing and Submittals  
Assist With Owner Project Lifecycle Management & Support

**Assumptions / Limitations:**

Travel Time / Lodging / Mileage Reimbursement - LS Networks Office to Project Location - Hourly Time & Expense (Pre-Bid Meeting)  
Client / Owner to pay all permit fees and 3rd Party Make Ready fees  
Client / Owner Contractors to coordinate and provide all traffic control permits with local jurisdiction as required unless otherwise negotiated  
LS Networks will invoice on a monthly basis for billable time completed for the prior 30 day period less previously invoiced  
Change Order may be applicable upon unit reconciliation for any units completed that exceed the estimated units contained in this proposal  
Construction Observation and Technical Support Services During Construction Not Included - To be Negotiated Based on Contractor Schedule and Level of Support

**Method of Payment:** Client agrees to pay LS Networks for services performed on the basis of:


A lump sum fee of \_\_\_\_\_  
 Other Established Unit Rates

Item #	Unit Description	Unit Type	Unit Cost	Quantity	Total
ENG110	VP Infrastructure	Per Hour	\$ 250.00	5	\$ 1,250.00
ENG114	Project Engineer Sr.	Per Hour	\$ 162.00	28	\$ 4,536.00
ENG118	Infrastructure Engineer Sr.	Per Hour	\$ 148.00	24	\$ 3,552.00
ENG120	Infrastructure Engineer II	Per Hour	\$ 125.00	16	\$ 2,000.00
ENG122	CAD Technician Sr.	Per Hour	\$ 122.00	5	\$ 610.00
ENG130	Infrastructure Support Specialist Sr.	Per Hour	\$ 108.00	32	\$ 3,456.00
ENG134	Accounting Specialist	Per Hour	\$ 100.00	4	\$ 400.00
Per Diem	Per Diem	Per Day	\$ 166.00	2	\$ 365.20
Mileage	Mileage	Per Mile	\$ 0.670	1,060	\$ 781.22

**Project Total: \$ 16,950.42**

**LS Networks**

Name: Erik Orton

Signature:   
 Title: VP Infrastructure

Date: September 25, 2024

**Client**

Name: Melissa Bethel

By: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date: \_\_\_\_\_



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**Telephone:** (541) 575-0028 ext 4224 **Client Contact Person:** Melissa Bethel

**Project Name:** Grant County Courthouse - Technical Consulting Services - John Day, Oregon

**Services to be Performed:**

Project Management, Project Administration, Stakeholder Coordination and BTAP / EDA Grant Technical Consulting Support Services  
Review and Update Existing Design / Construction Drawings w/ Current Owner, Engineering and Stakeholder Information  
Review and Update Existing Joint Use Pole Permit Applications & Confirm Approval Status  
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Name: Erik Orton

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Date: September 25, 2024

**Client**

Name: Melissa Bethel

By: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date: \_\_\_\_\_



ELECTRIC EYE EQUIPMENT FOR RODEO. Winegar explained that in working with Powder River to redesign the outdoor rodeo arena, they learned about the newest technology for the roping chute. This product is used by Crook County and the Pendleton Round Up. The company, Perfect Timing, will be traveling in June to service the other customers. Winegar would like to get on his list for installation of the product; described as a rope barrier system with a double eye, reflector, stand and release rope. *MSP: Myers/Hamsher – to approve the purchase of electric eye equipment produced by Perfect Timing for \$2450. Approval unanimous.*

CAMP HOST BACKGROUND CHECK. The Fairgrounds discussion closed with Judge Myers offering to follow up on arranging a background check for the camp host candidate.

**COURTHOUSE BROADBAND.** Emergency Management Coordinator Eric Bush asked Dan Becker (via Webex) to share information about the installation of broadband to the courthouse. The Court has considered whether to move ahead with a quote from Rally for service of 1 gigabyte of dedicated broadband to the courthouse for \$250 per month. Becker noted that GC Digital pays around \$1000 per month and ESD pays \$1600 per month for the same product/service, and recommended that the Court move forward with the Rally installation.

*MSP: Myers/Hamsher – to accept the proposal from the broadband provider, Rally (formerly Oregon Telephone Company) to install 1 gigabyte of broadband service to the courthouse for the cost of \$250 per month. Approval unanimous.*

**FLOOD PLAN.** Shannon Springer, Flood Manager for the County, shared proposed changes in the national flood insurance program that will affect all areas of the county except for the Silvie Watershed. The original goal of flood insurance was to reduce hazards to humans and structures. Those objectives of the National Flood Insurance Program has changed, and now involves extreme parameters. These include the requirement of NFIP membership to obtain a federally backed mortgage. Without flood insurance, help from FEMA is not available to those affected. Springer described the program as one that has become a mandatory rather than optional program. The program involves a no net loss premise including restrictions in the placement of fill, restrict the addition of impervious surfaces such as concrete or asphalt and restriction in vegetation removal within 170 ft of flood-zone streams. It includes significant reduction in development capacity within flood zones; agricultural activities such as grading or filling in protected areas. It may be as far-reaching as restricting the paving of a gravel road or installation of sidewalks. Under the new proposals, the county or city could be liable for the loss of value to properties that are affected by new ordinances. Eric Bush noted that the best prevention of localized flooding is to maintain waterways. Further restriction prevents us from using common sense solutions to protect property and people. Its a public safety issue as much as an environmental issue. Springer urged local citizens and governments to join the coalition and send letters of comment to the contacts listed in the power point.

**STRATEGIC AND CRITICAL MINERALS LETTER.** Thom Seal requested a letter of support for strategic and critical mineral exploration in Grant County. *MSP: Myers/Rowell - to write a letter in support and distribute to entities recommended by Thom Seal. Approval unanimous.*

**COMPENSATION BOARD APPLICATION – TOM OLSON.** *MSP: HAMSHER/MYERS: to appoint Tom Olson as Compensation Board member with a term expiration date of June 30, 2025.*

**VETERANS SERVICES HVAC SYSTEM REIMBURSEMENT.** Veteran’s Services Director Kathleen Hoffman received approval from the Veteran’s Department to install and HVAC system in her office at the L Building when her heating method broke down. She is requesting the County Court to share in that cost by paying half of the equipment and installation. *MSP: MYERS/HAMSHER - to approve the reimbursement of half of the cost of the HVAC installation in the amount of \$3500. Approval unanimous.*

**PREDATOR CONTROL.** The United States Department of Agriculture (USDA) - Animal and Plant Health Inspection Service (APHIS) budget request of \$40,000 to share in the costs for a half-time predator control position was received on March 13, 2023. On March 28, 2023, the county received a request for a contribution for a full-time predator control position, as requested by multiple county residents. That budget request was \$75,000. Myers suggested looking for contributions from landowners as an additional source of funding for this position. He suggested that we split the difference and encourage other participation. *MSP: Hamsher/Myers - to approve a partial contribution to the increased position in the amount of \$60,000. Myers noted this would be taken to the budget committee for input/approval.*

**ZONE 1 FIRE PROTECTION RATE.** Judge Myers reported a rumor that there would be substantial increase in the cost of fire prevention on state protected lands. The Court, then, was eager to sign the Memorandum of Agreement for Zone 1 property protection at the same cost of \$.30 per acre as was set in March of 1983. *MSP: Myers/Rowell - to approve the memorandum of agreement with the Department of Forestry, John Day Unit, for Zone 1 fire protection at the cost of \$.30 per acre for the fiscal year of July 1, 2023 to June 30, 2024. Approval unanimous.*

**ASSESSMENT & TAXATION GRANT APPLICATION, RESOLUTION 23-12.** This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 210, 311 and 312 and other laws requiring equity and uniformity in the system of property taxation. The certified expenditures for the grant application total \$565,227.00. Assessor David Thunell is the contact person for the grant. *MSP: Myers/ Hamsher - to approve the Assessment & Taxation grant application as specified in Resolution 23-12. Approval unanimous.*

12:06 pm      MSP: Myers/Rowell - move to adjourn. Approval unanimous.

Laurie Stinnett  
Administrative Assistant

**\*\*\*\* Please note the court minutes are a summary of the court proceedings. An audio recording of each court session is available, after approval of the minutes, by contacting the County Court at 541-575-0059 or [GCCourtAdmin@grantcounty-or.gov](mailto:GCCourtAdmin@grantcounty-or.gov) \*\*\*\***



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**Telephone:** (541) 575-0028 ext 4224 **Client Contact Person:** Melissa Bethel

**Project Name:** John Day Innovation Gateway - Technical Consulting Services - John Day, Oregon

**Services to be Performed:**

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Review and Update Existing Design / Construction Drawings w/ Current Owner, Engineering and Stakeholder Information  
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**Project Total: \$ 16,950.42**

**LS Networks**

Name: Erik Orton

Signature:   
 Title: VP Infrastructure

Date: September 25, 2024

**Client**

Name: Melissa Bethel

By: \_\_\_\_\_  
 Title: \_\_\_\_\_

Date: \_\_\_\_\_



## City of John Day Camping Survey

In 2021, the Oregon Legislature passed House Bills 3115 and 3124, which impose requirements on local governments' regulations around prohibited camping. The City must review and potentially update its existing regulations to comply with new State laws that provide protections for people experiencing homelessness.

Generally, the laws stipulate that individuals cannot be punished for sleeping outside on public property in the absence of adequate alternatives, but the City can impose "reasonable time, place and manner" restrictions on the regulated activities in public spaces. To create those restrictions, the City is required to obtain input from all affected parties. In 2024 the US Supreme Court ruled Cities may enforce laws related to homelessness on public property. However, State laws still require cities to accommodate the unhoused ability to "sleep or sit" on public property.

The City is seeking that input through this survey. We ask for your participation and appreciate your time and effort to fill out the survey.

#1. What is your relationship to the City of John Day? (i.e.; live, work, operate a business, do business)

\_\_\_\_\_

#2. Do you believe homelessness is a problem in the City of John Day?

YES  NO  NOT SURE

#3. Do you know someone who has experienced homelessness?

YES  NO  NOT SURE

#4. Are you currently experiencing homelessness?

#5. How concerned are you about people camping on public property in the City of John Day?

Not at all    A little concerned    Fairly concerned    Very concerned

Downtown

City Parks

Remaining City

#6. Which of the following factors should the City of John Day consider when evaluating potential locations to allow overnight camping? (circle corresponding statement)

<b>Parking Impacts:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Impacts to low-income residents:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Proximity to Schools/childcare facilities;</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Proximity to environmentally sensitive areas:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Sanitary considerations:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Proximity to commercial areas:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Proximity to pedestrian areas:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree
<b>Public safety:</b>	Strongly agree	Somewhat agree	Indifferent	Somewhat disagree	Strongly disagree

DRAFT

#7. With #1 being most important, which factors should receive the most consideration for an overnight camping policy? (number 1-7 in order of importance)

- Hours during which camping is allowed:
- Compatibility with nearby uses:
- Environmental impacts:
- Proximity to services:
- Duration of stay:
- Access to public parking lots:
- Access to buildings and sidewalks:

#7. How do you feel about camping on PUBLIC Property in the City of John Day?

Residential Zones:      Support      Somewhat Support      Neutral      Somewhat Oppose      Oppose

Non-Residential Zones: Support      Somewhat Support      Neutral      Somewhat Oppose      Oppose

#8. How do you feel about camping on public property in the City of John Day being restricted to between the hours of 7:00 p.m. and 8:00 a.m.?

Strongly Approve      Approve      Neutral      Disapprove      Strongly Disapprove

#9. With #1 **being the best alternative**, rank each location's suitability as a space to allow overnight camping (as required by Oregon laws) in the City of John Day:

Undeveloped Land:

Parks and Trails:

Industrial Areas:

Rights of Way/Streets:

City/Government owned Property:

Downtown:

Residential Areas:

Parking Lots:

DRAFT