



# CITY COUNCIL MEETING

February 06, 2024 at 7:00 PM

Boardman City Hall Council Chambers  
**MINUTES**

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## 1. CALL TO ORDER

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

## 2. ROLL CALL/EXCUSED ABSENCES

Present: Mayor Paul Keefer, Councilor Heather Baumgartner, Councilor Brenda Profitt, Councilor Ethan Salata, Councilor Cristina Cuevas, Councilor Richard Rockwell, Councilor Karen Pettigrew.

Staff Present: Carla McLane - Planning Official, Toni Connell - Utility Clerk, Jose Fernandez - Code Compliance/Animal Control, Amanda Mickles - City Clerk, Jackie McCauley - Building Clerk, Rolf Prag - Public Works Director, Brandon Hammond - City Manager, Loren Dieter - Interim Police Chief, Glenn McIntire - Building Official.

Audience: Bella Brons, George Shimer - Boardman Parks and Rec, Patricia Andreason, Judith Escobedo.

Zoom: Jonathan Tallman, Stephen Fuss, Chris Crean - City Attorney, and Amy French.

## 3. APPROVAL OF MINUTES

### A. City Council Meeting Minutes January 2, 2024 - Regular Meeting

Motion to approve the minutes of the January 2, 2024 regular meeting as presented.

Motion made by Councilor Profitt, Seconded by Councilor Baumgartner.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

## 4. FORMAL PROCEEDINGS

### A. Public Hearing - Sale of Surplus Property - NE Front Street (Lots 4 & 5)

Mayor Keefer opened the public hearing at 7:04 PM on the sale of surplus property located on NE Front Street, specifically Morrow County Tax Map 4N 25 09DA, tax lots 500 and 600.

Mayor Keefer asked councilors to disclose and conflicts of interest. There were none.

Mayor Keefer asked if anyone challenged the impartiality of Councilors. There were none.

Staff report: City Manager Hammond stated when the land was declared surplus previously, the City failed to provide the appraisal amounts as required to sell the land. Mr. Hammond received appraised values from two land agents in an estimate of \$90,000 per acre or \$2.00 per square foot.

Mayor Keefer asked to hear from proponents. There were none.

Mayor Keefer asked to hear from opponents. There were none.

Mayor Keefer asked to hear neutral comments. There were none.

Mayor Keefer adjourned the hearing at 7:08 PM.

City Manager Hammond stated that in the future, the appraisal will be offered at the time property is declared surplus to meet all requirements for land sale. There was discussion clarifying the location of these specific lots, City Manager Hammond stated they are the dog park and the parking lot to the West. Further discussion was held around where the dog park would be moved, City Manager Hammond stated the plan is to relocate it between the splash pad and the skate park. Councilor Profitt stated concern of the dog park being right next to where children play. Council Rockwell stated his concern is patrons not cleaning up after their pets. City Manager Hammond stated there are no finalized plans.

#### B. Public Hearing - Sale of Surplus Property - Tower Road

Mayor Keefer opened the Public hearing at 7:16 PM on the sale of surplus property located on Parcel 1 of PARTITION PLAT 2014-15, in the County of Morrow and State of Oregon. This property is approximately 307 acres located on Tower Road.

Mayor Keefer asked councilors to disclose and conflicts of interest. There were none.

Mayor Keefer asked if anyone challenged the impartiality of Councilors. There were none.

Staff report: City Manager Hammond stated the appraiser completed an appraisal for this 307 acres on Tower Road and it came in at \$2.2 million. This piece of land is not as simple as the price per square foot differs due to the type of ground.

There was discussion around where this land is located and where city limits. Mayor Keefer asked the purpose of selling this land. City Manager Hammond stated there are interested buyers. Councilor Baumgartner confirmed this land was originally purchased for lagoons, City Manager Hammond agreed, Councilor Rockwell stated it's out in the county and the City has no use for the land. Councilor Profitt asked how close this land is to Three Mile Canyon Farms. Land is approximately 3/4 miles North of the farm. Councilor Rockwell asked where the funds from sale would go, Building Clerk McCauley stated the land was purchased from sewer funds, so the funds would go back into the sewer fund.

Mayor Keefer asked to hear from proponents. There were none.

Mayor Keefer asked to hear from opponents. There were none.

Mayor Keefer asked to hear neutral comments. There were none.

Mayor Keefer adjourned the hearing at 7:23 PM.

City Manager Hammond stated for simplicity, in the future, the appraisal will be offered when the land is deemed surplus.

## 5. FINANCIAL REPORT

### A. Month Ending December 2023

City Manager Hammond stated the financial report is available for review with some notes from Finance Director Barajas. He stated due to the way Council meeting dates fall, there will be times it will be difficult to get the reports to the Council as not all transactions have been posted or banks statements are not available. Mayor Keefer asked if there were any question regarding the financial report, Councilor Pettigrew stated she appreciated having the notes from Finance Director Barajas. Councilor Pettigrew asked which sewer account the sale proceeds from the Tower Road would go into, Building Clerk McCauley stated she could not speak to that.

## **6. PUBLIC COMMENT**

### **A. Prearranged Presentation - Morrow County Schools, Boardman**

Windy River Elementary Student Body President Bella Brons and Vice President Judith Escobedo spoke to the Council about events happening in their school. In January, students participated in a canned food drive that benefited the Boardman Food Pantry. February will include a student led Valentine's day door decorating contest where the winner will receive donuts and the ASB is working on planning an assembly with a guest speaker and mini games. Councilors commended the students on representing Windy River well and offered words of encouragement.

### **B. Other Public Comment**

Stephen Fuss asked when attending the meetings online, how to best way to notify the council of attendees intent to speak in the public comment. Mayor Keefer stated the chat section is best and notify as early as possible. Mr. Fuss also mentioned that the new City website looks really nice.

George Shimer - Boardman Park and Rec, stated they received a \$5000 grant to pay for memberships for seniors to use the Rec Center facilities. Come daily, weekly, monthly, it does not matter, there is an option for the senior citizens of Boardman to utilize the facility at no cost to them. Mr. Shimer also shared his personal opinion on the Charter update that the Council is working on. The Council is elected by the people in the community, when someone is appointed, it takes the choice out of the community's hands. The choice should not be in the power of the Council to appoint, it should be left up to the community to elect.

## **7. ACTION ITEMS - ORDINANCES**

### **A. 1-2024 - Boardman Development Code Amendment to Section 3.4.000.B**

Planning Official McLane stated the documents are the adopted ordinance, City Attorney response to the Tallman Attorney letters, and the language change. The Council approved this Amendment to the Boardman Development Code at the January 2, 2024 regular meeting to amend code so the City may defer compliance with one or more of the development standards for a public improvement project constructed by the City or other public agency if the City finds that the improvements required by the standards are likely to be provided by development of the adjacent property. Planning Official McLane stated the City has included an emergency clause because of the LUBA appeal for the Loop Road, not to address the appeal, but to accomplish the remand requirements. Once this is in place, the City will reissue the permits for the Loop Road that is subject to the remand. This is not only applicable to the Devin Loop and Yates Lane project, but to any future City project that is accomplished.

Motion to read by title only Ordinance No. 1 – 2024 an ordinance amending the Boardman Development Code Chapter 3.4 Public Facilities Standards Section 3.4.000 purpose and applicability item b. Applicability to allow the City to defer certain public improvements.

Motion made by Councilor Baumgartner, Seconded by Councilor Profitt.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

City Manager Hammond read Ordinance No. 1 – 2024 an ordinance amending the Boardman Development Code Chapter 3.4 Public Facilities Standards Section 3.4.000 purpose and applicability item b. Applicability to allow the City to defer certain public improvements.

Motion to approve Ordinance No. 1 – 2024 an ordinance amending the Boardman Development Code Chapter 3.4 Public Facilities Standards Section 3.4.000 purpose and applicability item b. Applicability to allow the City to defer certain public improvements.

Motion made by Councilor Baumgartner, Seconded by Councilor Rockwell.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew

B. 2-2024 – Animal Control Review Changes to Chapter 6 of Municipal Code

City Manager Hammond stated Jose Fernandez, Code Compliance/Animal Control, will share the staff report. City Manager Hammond said Jose has done a tremendous job in difficult situations, and has been able to connect with residents while finding a resolution. The proposed amendment to the code has been initiated by Jose in a way that respects the position and enables Code Compliance/Animal Control to have the tools needed to do a good job.

Jose Fernandez, Code Compliance/Animal Control stated the red lined document shows all proposed language changes. The process was identifying areas in the current code that needed further clarification, cleaned up some layout to remove redundancy, create better flow of the code, and outline the process. These changes will make the code easier to understand by the citizens and allows the Animal Control Officer to effectively implement and enforce the code.

Councilor Baumgartner stated there have been some community members present who want for chickens within city limits and would like to know why the City has not taken this into consideration. Mr. Fernandez stated this will be another process, but will be starting work on it soon.

Councilor Profitt asked if the proposed change to the code would give the authority needed to take care of dangerous dogs. Mr. Fernandez says yes, the language change clarifies the difference in menacing and dangerous dogs.

Motion to read by title only Ordinance 2-2024 An Ordinance Amending the Boardman Municipal Code Title 6 Animal Control.

Motion made by Councilor Baumgartner, Seconded by Councilor Profitt.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew.

City Manager Hammond read Ordinance 2-2024 An Ordinance Amending the Boardman Municipal Code Title 6 Animal Control.

Motion to approve Ordinance 2-2024 An Ordinance Amending the Boardman Municipal Code Title 6 Animal Control.

Motion made by Councilor Baumgartner, Seconded by Councilor Salata.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew.

## **8. ACTION ITEMS - RESOLUTIONS**

### **A. 3-2023 Declaring Surplus Vehicle – 2015 Ford F250**

Public Works Director Rolf Prag stated the 2015 Ford F250 is in a shop in another town with a broken CAM, and has around 80,000 miles. A new motor will cost approximately \$10,000 to install, but there is no guarantee the same problem will not occur. The truck runs enough to take it to auction, so the truck will be transported to auction.

Councilor Salata asked if the utility box on the truck is removable. Public Works Director Prag stated the box is removable, however there is no use for it as the City will not purchase another 2015 Ford F250.

Motion to approve Resolution No. 3-2024 Declaring Surplus Vehicle – 2015 Ford F250

Motion made by Councilor Baumgartner, Seconded by Councilor Salata.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew.

## **9. ACTION ITEMS - OTHER BUSINESS**

### **A. Urban Renewal Agency Budget Committee**

Approval of 2024-25 URA Budget Calendar

Reappointment of URA Budget Committee Members

Dori Drago - Term Ending 12/31/23

Stephen Fuss - Term ending 12/31/23

Lisa Mittelsdorf - Term ending 12/31/23

Motion to approve Urban Renewal Agency 2024-25 Budget Calendar

Motion made by Councilor Rockwell, Seconded by Councilor Cuevas.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew.

Motion to reappoint Urban Renewal Agency Budget Committee Members, Dori Drago, Stephen Fuss, and Lisa Mittelsdorf term ending 12/31/26

Motion made by Councilor Rockwell, Seconded by Councilor Cuevas.

Voting Yea: Mayor Keefer, Councilor Baumgartner, Councilor Profitt, Councilor Salata, Councilor Cuevas, Councilor Rockwell, Councilor Pettigrew.

## **10. REPORTS, CORRESPONDENCE, AND DISCUSSION**

A. Police Report

Interim Police Chief Dieter stated he compared numbers from January of 2023 to January of 2024 the police department is up about 10 calls of service. 2022 total incidents 4128, 2023 total incidents 4642, about 500 incidents more. Larger population and more businesses naturally leads to more incidents. He also stated he looked at a week time period during the bad weather, the police department responded to 3 different MVA's and all were outside of their jurisdiction. He commended the public works department on their efforts in keeping the roads clear and safe for the community.

Councilor Pettigrew stated Officer Navarro completed his training and is patrolling on his own. This is a year long commitment to being away from home for the training. Councilor Rockwell stated he is appreciative that he was raised here and decided to come back here to raise his family.

B. Building Department Report

Building Official McIntire stated the numbers are down compared to the summer, and the City had a builder pull out. He also stated they are expecting the numbers to follow suit from last year and pick up again in the summer. Mayor Keefer stated the City Council was able to tour the new Building Department Expansion and asked if there will be an open house for the new section. Building Official McIntire said when the construction is complete and everyone is moved in, they will schedule an open house during evening hours.

C. Public Works Department Report

Public Works Director Prag stated there was 213.5 hours of overtime for plowing and sanding between January 13-22. The clean roads took a lot of time. Mayor Keefer stated the City worked really well with the school district by keeping roads and school parking lots cleared out as well as everywhere else public works can access. Mayor Keefer also stated the concerns came from areas where the City does not own the roads and they are not getting plowed. Individuals that reside in a trailer court or apartment complex are at the mercy of the property owners to clear roads and parking lots. Councilor Profitt mentioned that she is grateful there is not many hills, but where there is an incline, the areas were sanded well.

D. Committee Reports

E. City Manager

City Manager Hammond stated the new City website is live and there are many updates and corrections being made. The website is easy to navigate from a single page. Boardman Projects Page will be built and will show all current and upcoming projects with detailed information for each one. CREZ II awarded City of Boardman \$2.6 million. CREZ III approved the City's requested boundary expansion of 31 acres. The next Charter update workshop will be on March 5 at 6:00 PM. The next event will be a community outreach event for City Manager Hammond to determine the day and time. It will be an in person Open House setting. Councilor Rockwell suggested have the Charter update in person only and not offer it online. Councilor Cuevas suggested hosting it somewhere besides City Hall. City Council agreed. CIS Learning Center sent training videos to all Councilors to be completed by March 27th. Morrow County Small Cities Meeting brought all city managers together, it was a very beneficial conversation. Boardman, Irrigon, Heppner, and Lexington were in



attendance, Ione had a conflict but will attend the next meeting. SE Front will begin construction in June. The upcoming NW Columbia project has advertised for bids.

Councilor Profitt asked about the location of the Bella Vista sidewalk. City Manager Hammond stated the City is in talks with the developer and Bella Vista to get it finalized. Councilor Profitt also asked when the public engagement will begin for the spotlight project. City Manager Hammond stated it will happen soon.

**F. Councilors**

Councilor Profitt stated she attended the first Housing Summit in January and is looking forward to the one on February 15. The group in attendance would like to bring in more company CEO's, managers, and community leaders to be part of the discussion around housing options in Boardman. She stated the summit presenter showed many different ways to develop housing that is affordable, quick, and fits the needs for middle income housing. There were a lot of ideas presented that would benefit the community. She expressed the need of people in the room that can make some decisions and put some money behind the need. Councilor Rockwell stated he would like to stay away from companies that will turn these properties into rentals. Councilor Pettigrew stated Stanfield has a developer building houses under \$200,000. Planning Official McLane stated the lots are smaller therefore reducing the price of the homes. City Manager Hammond stated the City is looking outside the box for housing solutions.

**G. Mayor**

Mayor Keefer directed City Manager Hammond to begin the public outreach regarding the spotlight project. Citizens should have a say in Front Street being right in-right out or closed.

**11. EXECUTIVE SESSION**

Mayor Keefer recessed the regular meeting at 8:22PM for the Council to hold Executive Session pursuant to ORS 192.660 (2)(e) regarding real estate.

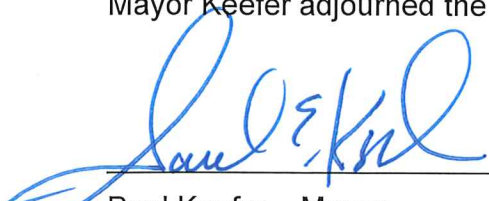
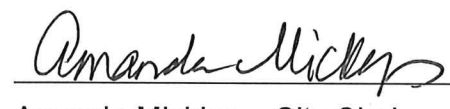
**A. Real Estate ORS 192.660 (2)(e)**

Mayor Keefer recessed the regular meeting at 8:22PM for the Council to hold Executive Session pursuant to ORS 192.660 (2)(e) regarding real estate. He stated there would be no decisions or action taken during executive session and it should take less than 30 minutes.

**12. ADJOURNMENT**

Mayor Keefer resumed the regular meeting at 8:52 PM.

Mayor Keefer adjourned the regular meeting at 8:52 PM.

  
Paul Keefer – Mayor  
Amanda Mickles – City Clerk