

**CITY OF JOHN DAY  
CITY COUNCIL MINUTES  
JOHN DAY, OREGON**

March 22 ,2022

**COUNCILORS PRESENT:**

Ron Lundbom, Mayor  
David Holland  
Shannon Adair  
Heather Rookstool  
Gregg Haberly

**COUNCILORS ABSENT**

Elliott Sky  
Chris Labhart

**CITY STAFF PRESENT**

Nicholas Green, Executive Director

Tia Gibson, Secretary

**GUESTS**

Sherrie Rininger  
Bruce Ward  
John Rowell  
Jon Meiling  
Joe Hitz  
Eric Bush  
Benjamin Ariff (virtual)  
Louis (virtual)  
Rich Lallatin (virtual)  
Caller (virtual)

Ann (virtual)  
Logan Bagett (virtual)  
Mindy Winegar (virtual)  
Michael Anderson (virtual)  
Morgan (virtual)  
503-704-7541 (virtual)  
541-620-4486 (virtual)  
AM (virtual)  
Anonymous (virtual)

**Agenda Item No. 1—Open and Note Attendance**

Mayor Lundbom called the meeting to order at 7:00 p.m., noting everyone was present, except Councilor Labhart, who was unexcused, and Councilor Sky, who was excused.

**Agenda Item No. 2—Appearance of Interested Citizens**

Mayor Lundbom asked if anyone was appearing regarding an item not on the agenda; Sherrie Rininger and Bruce Ward were added to the agenda. City Manager Green added the Mindy Winegar had asked him to remind everyone about the public input meeting Monday at 6:30PM in the Pavilion for the Fairground funding that was received through the state appropriation. It was clarified the meeting was regarding the funding the fairgrounds had received through the state appropriation.

**Agenda Item No. 3—Approval of Prior Minutes**

*No minutes presented.*

**Agenda Item No. 4—Consent Agenda Items**

*No consent agenda items presented.*

Mayor Lundbom invited Sherrie Rininger to present her item; she requested to know when the streets were going to be cleaned because she had noticed they were really a mess. City Manager Green said he would ask Public Works Director Monte Legg and get back to her. Ms. Rininger also complained about the mud created when it snowed on top of the dirty street Monday and was then tracked into her shop.

Mayor Lundbom invited Bruce Ward to present. Mr. Ward introduced himself and said he wanted to talk about the mill corner. He feels it is a wasted opportunity in the middle of our town that would benefit everyone with a business in the community. He said he came to the council last year in January with some suggestions and offers to raise public money. He advised that right now, in our region, people who had had cabin fever for the last two years were loading up their RV's, regardless of fuel prices; he sees them every day while he is at work up the canyon. He said he didn't know why the Council kept thinking they could find big vehicle parking downtown when it just wasn't going to happen. Meanwhile, all of these \$500k motorhomes are being driven through town by people with money that could benefit our community. He said that, as of a week ago, he has 45 buildable lots that he is buying in Canyon City and he wants people to come and live here and spend their money here. He thinks the mill corner is a dump site and not what people want to see when they enter our community and that the other properties, like the house across the street where we allow someone to run an auto dismantling business are deterrents. Mr. Ward was informed that the house he was referring to was actually outside of city limits and, therefore, the City had no authority over it.

Mr. Ward told the Council that the job sites around the City are a mess, that he would be embarrassed if the restroom job site was his because of how it looks. His suggestion was to skim coat the mill corner area, to get rid of weeds, and line it so unexperienced drivers had parking references. He said that a year ago, Malheur Lumber was going to donate blue pine to recover the front of the mill building. He believes that is all it would take to get people to stop on their way through and spend money at our businesses. Having people just blow through town is effecting him now because he wants to sell his lots. He is not saying that he has a solution or is available to do the work but he would help someone come up with ideas. In 30 minutes at his lot he watched 12 RV's go through town with nowhere to park.

Mayor Lundbom said that when the Dollar General came in they had talked about putting people down at the mill corner for parking. He asked City Manager Green if there was a reason that they couldn't make an entrance at the west end of that property. City Manager Green advised that he was going to present an alternative for closer parking at the next meeting and suggested waiting for that. City Manager Green said that in the time it would take to wait for a shuttle at Oregon Pine you could walk from the fairgrounds. He also said that he has tried to raise money to beautify that area and has not yet been successful. Mayor Lundbom asked if there were still benevolent organizations that wanted to help; City Manager Green advised that pre-COVID there were benefactors but the city didn't have the matching funds, now that the funds are available there are not enough organizations wanting to help but he had acquired quotes to take the old siding off the saw mill and reroof the planer shed.

City Manager Green told Mr. Ward there would be better parking this year. Mr. Ward argued that the City has had six years to do something with that space and it still hadn't been done, making it the biggest wasted resource in this town. Councilor Adair added that she did not want that space to forever become just a big parking lot as you come into town, it would be ugly. Councilor Rookstool said that when he came to the Council a year ago he wanted to create parking and revitalize, not just create parking. Councilor Adair rebutted that she would like to see if there is better parking; Mr. Ward asked where in town you are going to find better parking. City Manager Green, again, advised that he had a

proposal for the next meeting. Mayor Lundbom assured Mr. Ward that the Council would bring up beautifying the mill corner again. He also told Mr. Ward that if they fixed the outside of the planer shed people would want to go in it and that was not allowable, the City doesn't want to have to police that like they did with the mill. Councilor Holland brought up that part of the area is considered delineated wetlands and in order to fill it they would have to create at least equal of that area somewhere else, it requires multi-agency planning and coordination which is costly and often encumbered with additional due diligence to satisfy the public like what John Morris has done with other projects. He summarized that the limitations from the designation and trying to balance investment in short term solutions have to be considered.

Mr. Ward suggested the ugly green fence around the property be removed and repurposed as a fence to keep the public out of the buildings; he also suggested the front of the planer be used for business advertisement signs or collaborate with the Chamber of Commerce. The council consensus was that they would have the new community development director get in contact with Mr. Ward and he could show him some of his ideas for the space. Councilor Holland said they are not against what he is recommending, it's just a matter of having time for Public Works to spend down there doing it and having the money that is available to do it. Mr. Ward said that in two weeks they put in the Dollar General parking lot for \$15k and everyone worked for the price of fuel. Councilor Holland said that, unfortunately, since the property is owned by the City, they would probably not get the same cooperation as a private citizen advocating for beautification; contractors won't work for the City for free. Mr. Ward said that is exactly what he offered the City last year, free work, but he didn't know if he could do it this year. He noted people are happy and proud to work with him and follow his lead because when he says he will do something, he does it. Mr. Ward added that he doesn't have a dog in the hunt, there isn't anyone out pulling for him making sure he can make a living building houses, so this is his last go at the mill corner. City Manager Green noted that he hopes Canyon City will start pulling for him; Mr. Ward responded Canyon City is a wonderful city to work with but the new residents aren't going down in Canyon City to eat dinner; they are a one community as far as how the people feel even though that's not how it works in regards to city government.

Mayor Lundbom stated that Councilor Labhart was still not there and it didn't look like he was coming so they would move on to Action Item 5.

#### **Action Item No. 5—Council Committee Review & Council President Appointment**

Mayor Lundbom suggested that they put Councilor Labhart in the place of the 2 committee vacancies; public works and public safety. There was a consensus of agreement to place Councilor Labhart into the Public Works Committee and Public Safety Committee.

Mayor Lundbom asked for any volunteers for Council President. Councilor Rookstool asked to have the job duties of the Council President reiterated. Mayor Lundbom advised that the duty of the President was to take over the Mayors duties when he wasn't there. The President would also have to be a signer on the bank account.

**In the absence of volunteers, Mayor Lundbom appointed Councilor Holland as the Council President for the next year.**

#### **Action Item No. 6—Mainstreet Revitalization Grant**

Councilor Adair said she sent the information out, it needed to be handled differently than they expected so there was a shorter deadline for getting applications in. They were hoping that the City would be able to apply for the \$200,000 and be able to make that decision after the fact but they wanted specifics. She clarified they are applying for \$200,000 through the Mainstreet Revitalization Grant and that portion is limited to the 3<sup>rd</sup> avenue to Dayton Street area. The additional \$200,000 that the City has from the Kam Wah Chung money is not restricted to that area so other people can apply. City Manager Green stated he didn't want to rush it, but clarified they need to see all the applications within the qualifying district to ensure they can have the \$200,000 ask to submit. The rest of the businesses, if they are ready to apply great, if they are not then the City can open up another round later on and take the time to evaluate how to spend the rest of the City's \$200,000 Kam Wah Chung contribution. City Manager Green said that if people had a little more time to apply they would have more robust applications and the City can apply again a year from now. Councilor Adair asked if it wasn't every other year; Ms. Rininger advised that she thought it was every other year; City Manager Green said to double check it, he thought the Lottery Bond Appropriation had gone to annually.

Mayor Lundbom asked Ms. Rininger if, as a business owner on Main Street, she had been notified of the grant; she said she had been and she let the other businesses know. Councilor Adair said she let everybody know that she had emails for. Councilor Rookstool asked if since it was this Thursday if they could put something on the radio and in the newspaper for Wednesday. City Manager Green said he thought they would get enough applications as it is to meet what they need to for the current funding and take their time with the rest of the funding. The only other option was to not go this round and wait which the City didn't want to do. Ms. Rininger wanted to know why the City didn't prepare ahead a little bit when they know from the last two rounds exactly what would be needed. City Manager Green said their approach to this was different than what had been done previously; they wanted to secure the funds then decide how to award it and have them apply to the City. Ms. Rininger didn't think they allowed that to happen but City Manager Green said that they would have in the General Fund but in the Lottery Bond Funds they are too restrictive.

City Manager Green advised that they needed to pick a date and time for the review committee meet to rank the applications. He suggested Friday or Monday morning. Councilor Adair said they also needed a review committee. Councilor Rookstool said she was interested in being on the committee; Councilor Adair said she couldn't be on it because she would be asking for funds. Mayor Lundbom suggested the Community Development Committee could do it and Councilor Rookstool could take Councilor Adair's place on that committee, the other members would be Mayor Lundbom and Councilor Haberly. City Manager Green said they could meet Friday with Mr. Ketchum; Councilor Rookstool said she could meet Friday morning.

*They agreed to meet at the Fire Hall at 10:00 am Friday morning to review the grant applications.*

#### **Action Item No. 7—Straw-to-Gold Presentation on the Discover John Day Website**

Benjamin Ariff, from Straw-to-Gold, has been working with the City for the last year to make the City more discoverable. What is being presented is a body of film content that will be on the Discover John Day website which will launch next week. Their focus was to look at economic development, tourism dollars and creating a sense of place for families. The site is meant to be a destination to give people outside a sense of John Day. He has gotten great responses and feedback from people outside of the region about how surprised they are that there is all of this in John Day. The content was captured in 4k

or 5k from the sky. They also developed 15 emblems, 5 of which have been printed as stickers, and are in the process of creating more.

They built the website with each emblem having an individual light box with content about the point of interest, a link if one could be included and a video. City Manager Green advised at this point that they Council was not getting any audio from Benjamin's screen share. Further down the homepage there is a history of John Day, lodging options and economic development information. There are 4 video concepts for each of the subpages that are 3-4 minutes long, something for people to really engage with. They also built a unique map for each of the page's locations for people to explore. They will also be tracking the once it goes live and looking at the analytics to see how to improve it.

City Manager Green asked when the site would be launching and was told it would be by Monday or Tuesday of next week. Councilor Rookstool shared that the stickers were a huge hit and they were on kids water bottles at the school.

#### **Action Item No. 8—3D Housing Plan Updates**

City Manager Green showed the Council plans that had been submitted for preliminary review. They are showing dimensions of the structures so the community can see what is being proposed. There are also designs for the load bearing and interior walls that the building codes division is looking through to come back with any suggested edits and then the plans will get finalized within a couple of weeks. Site design for development is being started now.

Mr. Ward asked what was being done to meet energy codes and City Manager Green advised that they had a pretty high "R" value but he didn't know if they planned on blowing in insulation. Mr. Ward also asked if the City was building these houses and City Manager Green told him no, that the City got a grant from DLCD to create the design but that they are privately owned and constructed. The designs would be available for use statewide. Mr. Ward said he had seen somewhere that there would be \$1.2 million spent even before building started and City Manager Green informed him that that was the cost estimate for the developer but he couldn't say how much of that was in-kind versus contracted. Mr. Ward further inquired how they were going to recover \$120k per lot and City Manager Green told him that \$750k would be coming from the City for the infrastructure that we would own (water, sewer, streets, broadband). Mr. Ward asked if we had SDC's for each of the structures and City Manager Green said that we did and it had been discussed at the last Council meeting and approved by the Council.

Councilor Holland clarified that the City gets repaid that investment for the utilities rather than the developer putting that money up front like has been done in that past causing no one to develop because they can't afford to. So with the new Urban Renewal Agency, the City puts up the money for the infrastructure on the development and then the City gets paid back that money through the raised property tax value once the homes are built. Once the City has paid back their investment, they release that money out of the URA for the county-wide benefit on the tax increase. Councilor Holland explained that that is how they are able to justify doing it; because they are investing money and being paid back that money and then the whole county benefits from it, not just the City. Mr. Ward asked if that was a 10 or 20 year timeline and Councilor Holland said that it was more like 5 to 6 years with City Manager Green adding that it would also depend on how quickly the homes went up. The URA is a 20 year program so that allows that length of time to gain that investment back; they are hoping it takes way less than that because the sooner they gain their investment back, the sooner they release the additional tax revenue county-wide.

Councilor Rookstool asked if all of the 3D printed homes were going to be multiplexes and was told they would be, at least for the first round. John Rowell said he understood that the services delivered to that development would include streets as well. City Manager Green clarified for the Council that Mr. Rowell was asking if there would be a full complement of utilities and if the streets would be paved and improved; Mayor Lundbom reiterated that, yes, that was the plan.

#### **Action Item No. 9—Pool Update & Gleason Park Sale Update**

City Manager Green informed the Council that they were at the final stages of the SHPO clearance to do the demolition of Gleason Pool. He said that he originally had quotes from Iron Triangle and Tidewater and that he had asked for revised quotes. Iron Triangle did not bid the job, they had too much work and Tidewater reduced their bid price to about \$75,000. Since there is only one bidder and it is a small job, City Manager Green asked the Council to make a motion to approve contracting Tidewater for the demolition, subject to final clearance from SHPO. Joe Hitz would be the engineer on site to ensure the retaining wall between the site and the houses isn't damaged; Paulsen Environmental is doing all of the environmental work and will give the City a plan based on any abatement that needs done. Councilor Rookstool asked what the plan was for a start date and City Manager Green said as soon as SHPO says go, which could be between now and the next Council meeting. Councilor Rookstool asked if they were still considering doing a Burn-to-Learn; City Manager Green said it is a lot of cinderblock so he will talk to Fire Chief Don Gabbard to see if there is value in that. City Manager Green said if they are willing to authorize that then they can just start when he gets the green light to go.

Mr. Ward asked if something like that went out to bid, or if the City just hand-picked the contractor and City Manager Green told him that it depends on the size but if it was over \$150,000 then it would go to competitive procurement but if it was under \$150,000 then they just needed to get 2-3 quotes and with the two quotes the City received they met the requirement. Mr. Ward asked if there was only two people in the area that were qualified to do it; City Manager Green clarified that that was not what he said. Mr. Ward argued that the City only had two quotes and were now down to one and City Manager Green told him that they had to attempt to get 2-3 quotes and that had been done. Mr. Ward said he was wondering how the City went about broadcasting the work since a lot of people who could do similar work had never heard of the opportunity to put in an offer. City Manager Green said they advertise for jobs over \$150,000 and they typically see 2 or 3 bids from the same companies. Green said for this he just called those two companies because that is what he was required to do. Green said that if the Council wanted him to put it out for competitive bid he could do so and Mr. Ward asked why they wouldn't want to do that, to which City Manager Green answered that it took more time but rarely resulted in more bids. Mr. Ward told the Council that it was a common conversation among local contractors that they feel like they don't even get a look at this kind of work. Green replied that if someone was feeling slighted they ought to come talk to the City if they are interested in bidding.

Mayor Lundbom brought the conversation back to the pool update and City Manager Green reported that their next grant application is due on April 1<sup>st</sup>. City Manager Green showed some unfinished renderings of a 500 square foot warm water therapy pool with additional deck-space around it; that additional deck space triggers the requirement for an additional restroom. There will be an all-gender changing area and restroom in addition to the men's and women's locker rooms. They are starting work on the rendering so the landscaping improvements will be added next week. The exterior will be wood-clad with as much glass as is possible. The renderings will be finished and ready for the public next week.

Councilor Rookstool added that Parks & Rec had had some vandalism last night, she said all of the pickle ball stuff was ruined and that she also had vandalism at her home. She said if anyone had any information to call Parks & Rec.

The pool will be on the ballot in May.

Councilor Rookstool also asked if a section could be added to the City website to provide information to contractors about upcoming projects. City Manager Green said yes but we are also directly contacting them so if someone wants to be on the list they just need to get in touch with himself or Aaron Lieuallen.

**Councilor Holland moved to allow City Manager Green to sign a standard contract agreement with Tidewater Contractors for the demolition of Gleason Pool, pending SHPO's final approval, for \$75,000; Councilor Adair seconded the motion. The motion was passed unanimously.**

#### **Action Item No. 10—General Projects Overview**

City Manager Green told the Council that the project manager has put together a project schematic map showing all of the projects that are ongoing in construction. The main page shows the ones that are happening in and around the waterfront as well as downtown. There are also specific project pages for each one. There is also a Table of Contents with all of the projects that the City has any role in. Each link takes you to specific information about the project and its progress. In addition to all of this is a chart that shows timing of funding, design, permitting and construction. All of this will be posted monthly for the Council to look at to, hopefully, save time at meetings.

Joe Hitz is presenting revised plans for 4<sup>th</sup> street to save money on the project. Where 4<sup>th</sup> street slid off, the plan is to close traffic for about 2.5 months, excavate out the road and construct a Hilfiker retaining wall; for construction, this makes it a lot easier than it was before. The road itself will be shifted into the hill as much as possible without cutting into the hill. They anticipate about 2.5 months to get it done. After construction they will paint the road, add in a guard rail and cyclone fence to prevent falls. Mayor Lundbom asked if the cracking farther up the road was a concern. Mr. Hitz said that those were most likely just cracks in the asphalt as opposed to stress cracks.

Councilor Holland expressed concern that, in the past, a structure had been created near the creek and as the creek changed that structure interacted with the creek, and now there are people who are blaming the City for property problems that are arising from the changes in the creek. His concern is that there will again be changes with the creek, changes that happen naturally from floods and erosion, that may affect properties near the water, and that those changes will be blamed on the City again. His suggestion is to heavily document where and how the creek is running so it can be shown that changes were not because of the City.

Councilor Rookstool asked if the road closure would affect the houses just above the road damage and Mr. Hitz advised that it would be shut down from the bridge to the first driveway.

City Manager Green said they would be getting the design plan to FEMA and getting the bid package ready.

**Action Item No. 11—Resolution No. 22-882-03, A Resolution of City Approving the Purchase of Certain Real Property for Broadband Service Delivery**

City Manager Green advised that the reconnect build is ongoing, it is in construction, they are going to terminate in Seneca. There is already fiber there connecting Seneca City Hall and Seneca School. The City is under a lease agreement with the Seneca Cybermill subleasing from the City. The Cybermill Board wants to execute the option to buy so they will have a facility that will endure for the 20 year service agreement with Oregon Telephone Company. The Cybermill Board moved to approve it but the City will also need to pass a Resolution authorizing City Manager Green to close. City Manager Green advised that the money for the purchase would be all grant money.

**Councilor Holland moved to adopt Resolution No. 22-882-03, a resolution of the city approving the purchase of certain real property for the broadband service delivery; Councilor Rookstool seconded the motion. The vote in favor was unanimous, Resolution No. 22-882-03 passed.**

**Action Item No. 12—Resolution No. 22-883-04, A Resolution of City Approving the Sale of Certain Real Property Located in City**

Shiela Bruce has asked if the City will do a property line adjustment where her property meets the City's property. City Manager Green informed her that they would not do the fencing that was done for the other properties because those were done under bulk pricing that couldn't be done for just her property line; she still wanted to do the property line adjustment without the fence. Councilor Holland asked if this was the same one they had already given approval to and she backed out and he was told yes. City Manager Green said that the native grasses that the City is currently responsible for maintaining would end up in Ms. Bruce's back yard with this adjustment and she would build the fence up to the shared property line. Ms. Bruce would gain 2020 square feet total and it would bring her property line in line with everyone else there.

**Councilor Holland moved to approve Resolution No. 22-883-04, a resolution of the City approving the sale of certain real property located in the city; Councilor Adair seconded the motion. The vote in favor was unanimous, Resolution No. 22-883-04 passed.**

**Action Item No. 13—Other Business & Upcoming Meetings**

Mindy Winegar reserved the pavilion for April 26<sup>th</sup> for the open house. There will be poster boards and schematics for all of the projects. City Manager Green said he would like the Councilors to be there to talk to people. This will happen in lieu of the Council Meeting that night.

There will be 3 other meetings in April: a council meeting on the 12<sup>th</sup>, a budget committee meeting on the 19<sup>th</sup> and an executive session on the 20<sup>th</sup> to screen candidates for the City Manager position. There are currently 2 applicants for the City Manager position.

May meetings are on the agenda; Budget adoption on the 14<sup>th</sup>.

Ms. Rininger asked what was going on with the restrooms. City Manager Green informed her that they were going out for a bid for the paving and site improvements.



Mayor Lundbom asked what was happening with the Baptist Church house, he saw that it was either being torn down or remodeled. City Manager Green said he wasn't sure which they were doing; Councilor Holland said they were tearing it down for church parking.

Councilor Rookstool reminded everyone of the Street Fair Friday from 3-7 pm.

Mayor Lundbom asked about plans for starting up the Greenhouse. City Manager Green said they had plans in the works to bring to the Council but he didn't know if it would be ready for the next meeting. He said they had reconfigured everything internally and reseeded and would be producing twice as many tomatoes and vine crops as they did last year. Right now Public Works is doing the seeding and the Co-op would do the hiring; there is a fund transfer to the Co-op in the budget but no other costs included.

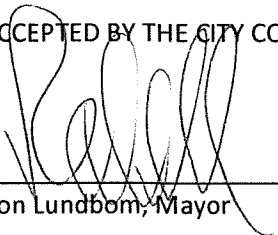
Ms. Rininger commented that at the last meeting the Council approved a contract for work that had been done in January and back dated the approval to December; she wanted to know if that was legal. City Manager Green advised that he authorized the work under his authority and he was able to go up to \$25k per project.

**Councilor Holland moved to adjourn the meeting at 8:38 PM; the motion was seconded by Councilor Haberly and passed unanimously.**

Respectfully Submitted:

Nicholas Green, City Manager

ACCEPTED BY THE CITY COUNCIL ON JUNE 14, 2022.

  
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Ron Lundbom, Mayor