

**Ukiah City Council  
Regular Meeting – October 7, 2014**

**Present: Mayor: Clint Barber Council Members: Linda Kerr, Randy Scarlett, and Louise McKinnon City Recorder: Donna Neumann Maintenance and Park: Nancy Porter Excused Absence: Council Member Penny Alford, Meter Reader Stephanie Picard Public: Volunteer Fire Chief Pat Picard and Lee Farren.**

**Flag Salute**

**Minutes/Bills**

Motion by Randy Scarlett second by Linda Kerr to approve September 2014 Minutes.  
Unanimous Approval

Motion by Clint Barber second by Louise McKinnon to approve September 2014 paid invoices. Unanimous Approval

**City Recorder Report**

Donna Neumann Reported:

- Spoke with CXT manufacturing regarding water in the vaults of the restroom at Tupper Ball Field. Recommendation that we purchase caps for the large vents located on the roof of the toilets.
- Lee Farren resigned as editor of the City Newspaper.
- Reminder – All vents and ground level covers in the booster stations needs to be closed.
- City County Insurance Services is offering a Distracted Driving class on October 15<sup>th</sup> at Pendleton and La Grande.
- The Oregon Assoc. Water Utilities has training in Hood River December 8-11<sup>th</sup> on Hydrants Operation & Maintenance, Meter Management, Understanding Pump Curves, Dealing with Grease, and Operator Certification Wastewater 101.
- The dishwasher at the Senior Center is not working. Gordon's Electric will be called.

**Maintenance & Park Report**

Nancy Porter:

- Tommy MacHugh has been doing the watering and other type of maintenance under an emergency contract. Garbage at the park has been a real problem this hunting season. The bathroom at the City Park was full of garbage. Would like to have another dumpster ordered for November hunting season.
- Had one bad water sample. Need to order a chlorine test kit. The ambulance door seems to be hanging up. May need adjustment.
- Lagoon Sump was silted. Sewer lagoon building winterized.

**Meter Reader**

No Report.

**Volunteer Fire Department**

Pat Picard Reported:

There was a small fire started at the Hogeland property on September 6th. It became a problem as it took some time for 911 emergency to locate the fire. The pagers were never toned as 911 dispatch had upgraded its computer system and toned to the incorrect tower. There will be a meeting October 18<sup>th</sup> at 10:00 am for the volunteer fire department to review how to hook up hoses to hydrants, operate the pumps and drive the truck. Dale volunteer fire fighters will be invited. We need to contact Helix to see what repair shop they have their maintenance performed on their fire truck.

**Ukiah Website**

Being updated with new information regularly

**Safety Committee Report**

Randy Scarlett Reported:

Keep a file on Material Data Safety Sheets

**Planner/Consultant**

Discussion on application to Wildhorse Foundation for an electronic reader board

**PUBLIC COMMENTS**

Randy Scarlett reported on the Community Barbeque held September 20th. They received \$195.00 in donations and were able to give the food bank 75 pounds of food.

Jim Holiday's mobile home that is located on Doreen Ayars's property sold for back taxes. There is an outstanding sewer charge and also on-going monthly sewer charges. Per Rod Parker and Doreen Ayars the water is not to be turned on until authorized.

There is a travel trailer parked on Chris Winnette's property on S. Pine Street. Nancy Porter will check to see if the travel trailer is connected to City water and sewer.

**OLD BUSINESS**

**Notice of Compliance – Drinking Water Program – Amy Word**

1. Amy Word, Drinking Water Specialist, Drinking Water Services conducted a Water System Survey on August 20. He follow up letter noted 10 deficiencies that must be corrected no later than January 28, 2015 (one by December 31). 20, 2014 She identified the following deficiencies that must be corrected:  
Cross Connection device testing out of date (correct by December 31)
2. No written coliform sampling plan
3. Public notices need to be issued
  - a. MCL violations –two to date-will be in compliance when two consecutive months of good samples.
  - b. Priority non-compliance list. Score of 10 or above. MCL violations cost 5 points each.
4. Emergency Response Plan (ERP) needs to be updated.

5. Operations and Maintenance Manual should be reformatted.
  - a. Chlorination system must be made useable. Needs maintenance and removal/disposal of old calcium hypochlorite tablets
6. Address frequent coliform bacteria in the system
7. Water quality chemical monitoring due dates.

In addition,

1. The Water Use report for 2013 submitted to Water Resources does not appear to be accurate.
2. Storage tank needs to be professionally inspected.
3. Recommend flushing/valve turning programs be reviewed and standardized.

**NEW BUSINESS**

**Report from 9 1 1 Dispatch**

Always call 911 to report fires. If the fire is on your property call from those locations so 911 can locate. Posters with the proper way to report fires will be posted in all businesses, senior center, and Ukiah School.

**Discussion on Application for Electronic Reader Board**

Laura Foley, Grant Writer requested the size and configuration of the Reader Board in order to prepare the Wildhorse Foundation Grant. Consensus of the council to have a two-sided 3x5 sign black and white automated board.

**Waiver Request from M. Garcia – Sewer Charges**

Linda Kerr made a motion second by Louise McKinnon to waive sewer fees starting September 2014 for Mr. Michael Garcia who purchased the Gene Cunningham residence at 201 E. Waid Street. He will be required to pay the previous fees of \$66.07. The regular water and sewer fees will be reinstated when the house is renovated and is connected back to the City System.

**Dumpster for Elk Season – Starting November 1<sup>st</sup>**

Linda Kerr made a motion second by Randy Scarlett to have a second dumpster by the 1<sup>st</sup> of November to take care of the extra garbage. The dumpster will be located inside the fence at the Booster Station. Unanimous Approval

Meeting Adjourned at 8:46 PM



Clint Barber, Mayor



Donna L. Neumann, City Recorder