

**BURNS CITY COUNCIL MEETING AGENDA**

Wednesday, April 28, 2021 at 6:00 p.m.

242 S. Broadway

Burns, Oregon 97720

**COUNCILORS AND CITIZENS ARE WELCOME TO JOIN THE MEETING ON ZOOM IF YOU WOULD RATHER NOT ATTEND IN PERSON. THE MEETING ID IS: 425 359 5001**

I. Call to Order

II. Pledge of Allegiance

III. Establish Quorum (Roll Call)

IV. Public Comments

Members of the public desiring to address the Mayor and Council shall first be recognized by the Presiding Officer and then state their name and address for the record. Unless otherwise designated by the presiding officer, each person shall have up to three minutes to present their comments. City Councilors normally should not directly respond to a public comment during the public comment.

V. Agenda Approval and Added Agenda Items – Discussion/Action

Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such other time selected by the council.

VI. Consent Agenda – Discussion/Action

Information concerning matters listed in the Consent Agenda has been distributed to each member of the council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the council without separate discussion. If separate discussion is desired concerning a particular matter listed in the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any council member.

1. Approval of Minutes

A. Regular Meeting Minutes – April 14, 2021

1-5

2. March 2021 Bills List

6-14

VII. City Manager Report - Discussion/Action

VIII. Public Hearing – 6:15 p.m. – Discussion/Action

1. Street Right-of-Way Vacate Hearing – Susan Ohlund/Stan Simmons – Petition to vacate North Hemlock Avenue between East Jefferson and East Adams Street.

15-17

IX. Department Head Presentation

1. Fire Chief Scott Williamson

X. New Business

- 18
- 19
1. Daniel Porter – The Plectrum Music Co.– Special Event – Discussion/Action
  2. High Desert Fiddlers – Randy Gibson – Donation Request – Discussion/Action
  3. Project Graduation Class of 2021 – Lisa King – Donation Request – Discussion/Action
  4. City Employee – Recognition Presentation - Discussion

XI. Council Comments/Committee Reports

XII. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. The regular meeting is open to the public and interested citizens are invited to attend.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Recorder Dawn Crafts (541-573-5255).

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE BURNS CITY COUNCIL**

Burns City Council

April 14, 2021

The Burns City Council met in regular session on April 14, 2021 at 6:00 p.m. Members present were as follows:

Mayor: Jerry Woodfin  
Councilors: Jen Keady  
Jen Hoke  
Heather Smith  
Judy Erwin  
Christy Rivera  
Brad Herrera

Also, in attendance were City Manager Dan Brown, Police Chief Newt SkunkCap, Public Works Director Michael Berry, Fire Chief Scott Williamson and Municipal Judge/City Clerk Dawn Crafts.

**PUBLIC COMMENTS**

None

**AGENDA APPROVAL AND LATE ADDITIONS**

Councilor Herrera moved to approve the agenda. Councilor Hoke seconded. All ayes.

**CONSENT AGENDA**

1. Approval of Minutes
  - A. Regular Meeting Minutes – March 24, 2021
  - B. Workshop Meeting Minutes – March 26, 2021
2. March 2021 – Financial Report

Councilor Keady moved to approve the consent agenda as presented. Councilor Erwin seconded. All ayes.

**CITY MANAGER/DEPARTMENT HEAD REPORTS**

City Manager Brown reported the following:

- I. The next city council workshop will be held at the Central Hotel on 4/15/21 from 4 ~ 8 pm.
- II. Harney County Economic Development report to City Council is in your packets.
- III. Bridge Economic Development group in conjunction with Cardo Engineering spent several days in the community. Feedback from team was that they were excited about the potential properties.
- IV. Reminders of Budget Committee Training on May 5<sup>th</sup> from 6:00 pm. To 7:30 p.m. and the Budget Committee Meeting on May 20<sup>th</sup>, 2021 .
- V. Special thanks to Councilor Erwin for assisting with the budget preparation.
- VI. Several clean-up projects are ongoing around town. Several property owners have been cited.

- VII. Burns Town Apartments update – Mr. Zitek dismissed his appeal with Circuit Court. CM Brown and Fire Chief Williamson would like to meet with Mr. Zitek again and resolve the issue.
- VIII. Old Post Office Building update – The owner was supposed to work on the building this last weekend and didn't so he will be cited.
- IX. The One-Stop process for the water master projects was approved to move forward by Business Oregon.
- X. Today himself, Public Works Director Michael Berry and Fire Chief Scott Williamson attended the Tribal Council meeting via Zoom and introduced themselves. He also invited them to be a part of our strategic planning process as well.

## MUNICIPAL COURT

1. Citations List – January, 2021 – March, 2021

Councilor Hoke asked why the citations in March tripled compared to January and February.

Police Chief SkunkCap stated that there are more travelers coming through and calls are increasing.

## NEW BUSINESS

1. Harney School District 3, City of Burns and City of Hines Cooperative Improvements Agreement -- Flashing Beacon Installation – CM Brown explained that ODOT and the schools are working together to take control of the flashing school zone lights and the school needs this agreement from Burns and Hines to place them in the right of way.

Councilor Keady moved to approve the Harney School District 3, City of Burns and City of Hines Cooperative Improvement Agreement for the Flashing Beacon Installation. Councilor Herrera seconded. All ayes.

2. Oregon Department of Transportation – US Hwy 20-395/Monroe Street/Hines Blvd, Grand Avenue, Jackson Street and Harney Avenue Intersection Improvements Plan for Burns, Oregon 2008 Project – Presentation – CM Brown stated that he had a conversation with ODOT and this study was presented in 2008 and he thought there would be value in discussing part of the projects again that could add safety attributes and a bike lane.

Ken Patterson with ODOT stated that every 3 – 4 years they update their STIP and look at potential safety projects. He stated that last time he was here he discussed the conversion of the 4 lane highway to a 3 lane with the city. He stated that LaGrande, Baker and Hines have all done this and are happy with the outcome.

He stated that in 2024 ODOT will be installing ADA ramps in Burns and wants to put in other features the city wants to see. He stated that they are getting ready to design these projects for 2024.

Councilor Keady asked if they would address the drainage issue on Main Street.

Ken stated that they will modify it some.

Councilor Keady asked if we could include a complete drainage reconstruction in the 2024 project.

Paul Woodworth with ODOT stated that they could not include it in the 2024 project. He stated that it would have to be another project in the future.

Paul stated that the 4 to 3 lane conversion, ADA ramps and bump outs can be included in the 2024 project but it's up to the city council to decide what they want to do. He stated that public workshops must be held and the Motor Carrier Committee must be included because the highway is a freight route.

A video about other city's lane conversions was played.

Paul stated that the 3 lane configuration is driven by STIP because it's a low cost safety project that will benefit pedestrians and the bulb outs could be done in conjunction with the project.

He stated that these projects are in the city's Transportation System Plan and now is the time to work on them.

He also stated that the 3 lane configuration would give ODOT more space to put snow from the sidewalks in the winter.

There was some discussion.

Councilor Keady asked if there are any negatives to converting to 3 lanes.

Ken stated that there shouldn't be other than it may take a month or so for everyone to get used to.

Paul stated that they have the ability to put pedestrian crossings with a pedestrian refuge in with a 3 lane set up.

He also stated that they are gravitating towards putting the bulb outs/curb extensions at every other corner and key crossing points instead of every corner.

Mayor Woodfin stated that last time we talked about doing a 3 lane conversion there was concern about whether or not an 18 Wheeler would be able to make the corner from North Broadway to Monroe Street.

Paul stated that they have ran digital configurations that shows that they will be able to make the turn. He also stated that they could bring in real trucks and try it.

Councilor Keady asked if there are any other ideas for the freight community.

Paul stated that the only other change would have to be a by-pass.

CM Brown stated that he discussed this issue with Harney County Judge Pete Runnels and learned that Fry Lane would be viable for a truck by-pass. That way they wouldn't have to make that corner at the Broadway/Monroe intersection. This is something that can be discussed.

Paul stated that a by-pass is beyond the scope of this project and would need to have a bigger conversation about it.

CM Brown stated that a 3 lane configuration would give more room for a bicycle lane and for somewhere to put the snow. He stated that the designated left hand turn lane would slow traffic down and give us the ability for pedestrian crossings.

There was more discussion.

Paul stated that they need guidance from the council. He stated that they would like to do both projects at the same time.

They would propose public engagement by sponsoring a Open House or workshop and then the city would have the final decision of moving on with one or both projects.

Ken stated that they want to make sure that all player's are at the table to help make the decision. He stated that they are back here discussing this because it's a safety measure.

Paul stated that they have to start the project design work at the end of this year so they would like a decision by this summer.

Councilor Keady would like them to provide some kind of renditions of what it would look like.

Ken stated that they can do that.

Councilor Hoke stated that she's in favor of moving forward with looking into both projects.

Merle Reid, owner of Reid's Country Store at 230 Hines Blvd stated that he has concerns about congestion and that it will make it even harder to get onto the highway from his store and he thinks the trucks at Les Schwab will have a hard time as well.

He would like the council to look at data for traffic flow before giving approval.

Councilor Keady stated that we're not giving approval, we just want to talk about it.

Paul stated that they will definitely provide data as far as volumes and will not move forward with anything without city approval.

Councilor Herrera asked if we change it to a 3 lane and don't like it, can we change it back to a 4 lane.

Paul stated that as long as we don't install any pedestrian refuges then yes we could change it back.

There was a consensus of the council to move forward with exploring more data and some kind of plans to look at.

#### **COUNCIL COMMENTS/COMMITTEE REPORTS**

Councilor Herrera reported that the cemetery committee met today and discussed spring cleaning of the cemetery. He stated that there really isn't a lot of clean up to do and he has the Scouts of America coming to help.

He also stated that they discussed the metal markers and looking at different alternatives to make the markers easier to find, the Racine Fund and general fund and accepted Mr. Richard Day's resignation.

He requested permission to get him a plaque and dedicate a tree in his honor.

Councilor Erwin asked him if he contacted the tax office.

He stated that he had the conversation with CM Brown and learned that the county is not interested.

CM Brown stated that they could go discuss it with the county commissioners but it will be an uphill battle.

Councilor Keady asked if he has contacted any of the churches to help pay.

Councilor Herrera stated that it is on list.

Councilor Rivera stated that they had a safety committee meeting and discussed AED's for all buildings and one for Newt's car, Michael Berry has been in contact with OSHA and we will go around and check things before they come inspect and we discussed CPR training.

Councilor Herrera stated that everyone is invited to come help with the cemetery spring clean up on May 1<sup>st</sup>.

He also stated that he has notices a lot of traffic speeding in the school zones and would like an officer to post up there for a few days.

Councilor Erwin mentioned the posts on Facebook last week about the proposed motel and all the negativity. She stated that she wants it on record that the city is not funding this project. It is being funded by the developers.

Mayor Woodfin stated that growing up in Burns, it's always the fault of the city or the fault of the county. He stated that citizens need to quit pointing their fingers and move in positive momentum for the future.

Councilor Keady stated that there is a lot to be excited about and she appreciates ODOT's presentation and Citizen Merle Reid's concerns. She stated that more businesses need to get involved and citizens need to attend the council meetings and make their idea's known. She also thanked CM Brown for getting things cleaned up.

Councilor Smith congratulated the Lady Hilanders for winning the State Volleyball Champs title.

Councilor Hoke also gave a shout out to the volleyball team. She also stated that she loves the idea of giving Dick Day a plaque and dedicating a tree to him. She stated that we have awesome council members and city manager and doesn't want people to be drug down by the negativity. Stay positive.

Mayor Woodfin gave a shout out to CM Brown, Chief Williamson and Chief SkunkCap for a major push in getting vehicles and camp trailers removed from city right of ways. He also thanked the Burns Fire Department for burning weeds and vegetation on West Madison Street. Keep up the good work.

There was no further discussion.

The next meeting will be held on April 28, 2021

## **ADJOURN**

Councilor Herrera moved to adjourn at 7:42 p.m. Councilor Erwin seconded. All aycs.

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 1

DEPT 401 CEMETERY

10917	BIG RIDGE CONSTRUCTION			
	4/13/21 101401-5201020	CEMETERY SUPPLIES REIMBURSEMENT		148.83
BIG RIDGE CONSTRUCTION		TOTAL		148.83
570	C AND B SANITARY			
	4/13/21 101401-5201040	UTILITIES		68.50
C AND B SANITARY		TOTAL		68.50
***DEPT 401 CEMETERY		TOTAL		217.33

DEPT 403 FIRE

680	PARR LUMBER CO.			
	4/13/21 101403-5201010	OSB FOR SMALL HOUSE BURN TRAINING		50.20
PARR LUMBER CO.		TOTAL		50.20
10206	VISA			
	4/13/21 101403-5201010	WILD LAND TRAINING		90.35
VISA		TOTAL		90.35
10253	GRANT-HARNEY TRAINING ASSOC			
	4/13/21 101403-5201010	2021 MEMBERSHIP DUES		50.00
GRANT-HARNEY TRAINING ASSOC		TOTAL		50.00
70	A PARTS STORE			
	4/13/21 101403-5201020	FUSE, GLASS CLEANER, GOLD CLS		64.19
A PARTS STORE		TOTAL		64.19
10206	VISA			
	4/13/21 101403-5201020	POSTER, WATER, INK		328.76
VISA		TOTAL		328.76
10737	BIG R			
	4/13/21 101403-5201020	HOSE, TAPE, ELECT TAPE, BALL VALVE		52.81
BIG R		TOTAL		52.81
570	C AND B SANITARY			
	4/13/21 101403-5201040	UTILITIES/HEATING COSTS		22.83
C AND B SANITARY		TOTAL		22.83
10285	CITY OF BURNS			
	4/13/21 101403-5201040	UTILITIES/HEATING COSTS		71.48
CITY OF BURNS		TOTAL		71.48
10632	GOOGLE INC			
	4/13/21 101403-5201040	EMAIL		45.60
GOOGLE INC		TOTAL		45.60
10594	PRIM COUNTRY, LLC			



4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 2

4/13/21 101403-5201051	QUAD PROGRAMMING KIT	358.00
PRIM COUNTRY, LLC	TOTAL	358.00
70 A PARTS STORE		
4/13/21 101403-5201060	TIRE WET, ANTIFREEZE RESEVOIR	118.07
A PARTS STORE	TOTAL	118.07
10206 VISA		
4/13/21 101403-5201060	AIR VALVE, TACHOMETER	131.10
VISA	TOTAL	131.10
10326 MARC NELSON OIL PROD		
4/13/21 101403-5201061	PETROLEUM SUPPLIES	124.71
MARC NELSON OIL PROD	TOTAL	124.71
8690 BURNS TIMES HERALD		
4/13/21 101403-5202112	DRUG PAGE	21.00
BURNS TIMES HERALD	TOTAL	21.00
10750 CURTIS TOOLS		
4/13/21 101403-5202113	BATTERY PACK, CH STATION, FACE PIECE	4,231.16
CURTIS TOOLS	TOTAL	4,231.16
830 HARNEY COUNTY TREASURER		
4/13/21 101403-5202716	DISPATCH FEES	2,083.25
HARNEY COUNTY TREASURER	TOTAL	2,083.25
10206 VISA		
4/13/21 101403-5202721	SHIRTS AND JACKETS	819.41
VISA	TOTAL	819.41
***DEPT 403 FIRE	TOTAL	8,662.92
DEPT 404 MISCELLANEOUS CITY		
1460 QUILL CORPORATION		
4/13/21 101404-5201021	LETTER TRAY, REC BOOK, PENS, CLIPS	119.57
QUILL CORPORATION	TOTAL	119.57
8690 BURNS TIMES HERALD		
4/13/21 101404-5201021	DRUG PAGE	21.00
BURNS TIMES HERALD	TOTAL	21.00
10206 VISA		
4/13/21 101404-5201021	FRAMES, TOOLS, RUG SHAMPOO, NOTEBOOKS	146.27
VISA	TOTAL	146.27
10737 BIG R		
4/13/21 101404-5201021	PAINT, ELECT SUPPLIES FOR CC/CO CH	380.06
BIG R	TOTAL	380.06
10206 VISA		

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 3

VISA	4/13/21 101404-5201026	DAWN'S DESK, 3 WIRELESS HEADSETS	1,388.00
		TOTAL	1,388.00
10764 U.S. BANK EQUIPMENT FINANCE	4/13/21 101404-5201026	OFFICE EQUIPMENT	151.85
U.S. BANK EQUIPMENT FINANCE		TOTAL	151.85
570 C AND B SANITARY	4/13/21 101404-5201040	BUILDING UTILITIES & MAI	22.84
C AND B SANITARY		TOTAL	22.84
10285 CITY OF BURNS	4/13/21 101404-5201040	BUILDING UTILITIES & MAI	71.47
CITY OF BURNS		TOTAL	71.47
10899 EASTERN OREGON BUILDING MAINTENANCE, INC	4/13/21 101404-5201040	JANITORIAL SERVICES	850.00
EASTERN OREGON BUILDING MAINTENANCE, INC		TOTAL	850.00
10206 VISA	4/13/21 101404-5201100	MICROSOFT, MCCAFFE	179.99
VISA		TOTAL	179.99
10516 OREGON DATA SYSTEMS LLC	4/13/21 101404-5201100	COMPUTER SERVICES-MINDY, DAN	125.00
OREGON DATA SYSTEMS LLC		TOTAL	125.00
10632 GOOGLE INC	4/13/21 101404-5201100	EMAIL	45.60
GOOGLE INC		TOTAL	45.60
10225 BRYANT, LOVLIE & JARVIS, PC	4/13/21 101404-5202701	CITY ATTORNEY	721.50
BRYANT, LOVLIE & JARVIS, PC		TOTAL	721.50
***DEPT 404 MISCELLANEOUS CITY		TOTAL	4,223.15
DEPT 405 PARK			
40 WILLIAM F FOSTER, INC.	4/13/21 101405-5201040	PORTABLE TOILET AT WASHINGTON PARK	75.00
WILLIAM F FOSTER, INC.		TOTAL	75.00
570 C AND B SANITARY	4/13/21 101405-5201040	UTILITIES	120.25
C AND B SANITARY		TOTAL	120.25
***DEPT 405 PARK		TOTAL	195.25
DEPT 406 POLICE DEPARTMENT			

8

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 4

10206	VISA			
	4/13/21	101406-5201010	IACP	79.90
VISA			TOTAL	79.90
8690	BURNS TIMES HERALD			
	4/13/21	101406-5201021	DRUP PAGE	21.00
BURNS TIMES HERALD			TOTAL	21.00
10632	GOOGLE INC			
	4/13/21	101406-5201022	EMAIL	45.60
GOOGLE INC			TOTAL	45.60
10244	STITCH & PRINT IT,LLC			
	4/13/21	101406-5201025	EMBROIDERY FOR HATS	40.00
STITCH & PRINT IT,LLC			TOTAL	40.00
70	A PARTS STORE			
	4/13/21	101406-5201060	GLASS CLEANER	4.99
A PARTS STORE			TOTAL	4.99
10326	MARC NELSON OIL PROD			
	4/13/21	101406-5201061	PETROLEUM SUPPLIES	584.93
MARC NELSON OIL PROD			TOTAL	584.93
570	C AND B SANITARY			
	4/13/21	101406-5201070	BLD MAINT/UTILITIES/REPA	22.83
C AND B SANITARY			TOTAL	22.83
870	HARNEY COUNTY VET. CLINIC			
	4/13/21	101406-5202210	ANIMAL POUND OPERATIONS	285.00
HARNEY COUNTY VET. CLINIC			TOTAL	285.00
830	HARNEY COUNTY TREASURER			
	4/13/21	101406-5202716	DISPATCH FEES	4,166.75
HARNEY COUNTY TREASURER			TOTAL	4,166.75
***DEPT 406	POLICE DEPARTMENT		TOTAL	5,251.00
DEPT 407 CITY RECORDER/JUDGE				
10206	VISA			
	4/13/21	101407-5202015	DAWN'S DESK	401.00
VISA			TOTAL	401.00
***DEPT 407	CITY RECORDER/JUDGE		TOTAL	401.00
DEPT 408 STREET				
10920	MASONS SUPPLY			
	4/13/21	101408-5201020	PERMA PATCH	1,150.00

9

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 5

MASONS SUPPLY		TOTAL	1,150.00
230 TRAFFIC SAFETY SUPPLIES			
4/13/21 101408-5201027 STREET SIGNS			664.14
TRAFFIC SAFETY SUPPLIES		TOTAL	664.14
70 A PARTS STORE			
4/13/21 101408-5201060 DISC			25.40
A PARTS STORE		TOTAL	25.40
10706 NORCO, INC			
4/13/21 101408-5201060 CYLINDER RENT			11.47
NORCO, INC		TOTAL	11.47
10797 WESTERN STATES CAT			
4/13/21 101408-5201060 BACK HOE ARM RESTS			168.78
WESTERN STATES CAT		TOTAL	168.78
10326 MARC NELSON OIL PROD			
4/13/21 101408-5201061 PETROLEUM			293.48
MARC NELSON OIL PROD		TOTAL	293.48
570 C AND B SANITARY			
4/13/21 101408-5201070 SHOP MAINTENANCE			38.33
C AND B SANITARY		TOTAL	38.33
10285 CITY OF BURNS			
4/13/21 101408-5201070 SHOP MAINTENANCE			39.60
CITY OF BURNS		TOTAL	39.60
***DEPT 408 STREET		TOTAL	2,391.20
FUND 101 GENERAL FUND		TOTAL	21,341.85
DEPT 100 NON-DEPARTMENTAL			
260 TREASURE VALLEY COFFEE			
4/13/21 102100-5201020 WATER			51.30
TREASURE VALLEY COFFEE		TOTAL	51.30
570 C AND B SANITARY			
4/13/21 102100-5201040 UTILITIES			72.00
C AND B SANITARY		TOTAL	72.00
10285 CITY OF BURNS			
4/13/21 102100-5201040 UTILITIES			66.00
CITY OF BURNS		TOTAL	66.00
30 AIRNAV, LLC			
4/13/21 102100-5201090 COB AIRPORT LISTING RENEWAL			87.00
AIRNAV, LLC		TOTAL	87.00

10

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 6

10149	SYN-TECH SYSTEMS			
	4/13/21	102100-5201090	TECH SUPPORT	50.00
	SYN-TECH SYSTEMS		TOTAL	50.00
650	CITY OF BURNS			
	4/13/21	102100-5202312	FUEL	304.63
	CITY OF BURNS		TOTAL	304.63
***DEPT	100 NON-DEPARTMENTAL		TOTAL	630.93
FUND	102 BURNS MUNICIPAL AIRPORT		TOTAL	630.93
DEPT	100 NON-DEPARTMENTAL			
8690	BURNS TIMES HERALD			
	4/13/21	115100-5201020	DRUP PAGE, UTILITY WORKER POSITION	117.50
	BURNS TIMES HERALD		TOTAL	117.50
10128	ONE CALL CONCEPTS, INC			
	4/13/21	115100-5201020	45 LOCATE TICKETS	74.97
	ONE CALL CONCEPTS, INC		TOTAL	74.97
10632	GOOGLE INC			
	4/13/21	115100-5201022	EMAIL	45.60
	GOOGLE INC		TOTAL	45.60
10921	THE UPS STORE 6738			
	4/13/21	115100-5201023	W/S BILLS	341.73
	THE UPS STORE 6738		TOTAL	341.73
570	C AND B SANITARY			
	4/13/21	115100-5201040	UTILITIES(PUMPS & BLDGS.	38.34
	C AND B SANITARY		TOTAL	38.34
10285	CITY OF BURNS			
	4/13/21	115100-5201040	UTILITIES(PUMPS & BLDGS.	39.60
	CITY OF BURNS		TOTAL	39.60
10041	ENVIRO-CLEAN EQUIPMENT			
	4/13/21	115100-5201060	HYDRAULIC CYLINDER	117.49
	ENVIRO-CLEAN EQUIPMENT		TOTAL	117.49
10706	NORCO, INC			
	4/13/21	115100-5201060	CYLINDER RENT	11.47
	NORCO, INC		TOTAL	11.47
10326	MARC NELSON OIL PROD			
	4/13/21	115100-5201061	PETROLEUM	56.82
	MARC NELSON OIL PROD		TOTAL	56.82
70	A PARTS STORE			

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 7

4/13/21 115100-5201070	COUPLER	10.53
A PARTS STORE	TOTAL	10.53
10737 BIG R		
4/13/21 115100-5201070	FUEL HOSE&NOZZLE,HWH NEO S PIRC	71.45
4/13/21 115100-5201071	WRENCH, PIPE, SPRINKLER, HOSE	134.63
BIG R	TOTAL	206.08
10005 MODERN LAUNDRY		
4/13/21 115100-5202514	CROSS CONNECTIONS	6.50
MODERN LAUNDRY	TOTAL	6.50
10442 BOX R WATER ANALYSIS LAB		
4/13/21 115100-5202515	WATER/SEWER TESTING	216.50
BOX R WATER ANALYSIS LAB	TOTAL	216.50
260 TREASURE VALLEY COFFEE		
4/13/21 115100-5202516	FIRST AID SUPPLIES	17.58
TREASURE VALLEY COFFEE	TOTAL	17.58
10206 VISA		
4/13/21 115100-5202519	DAWN'S DESK	401.00
VISA	TOTAL	401.00
10307 A C W RENTAL & STOCK SUPPLY		
4/13/21 115100-5202520	DOZIER RENTAL	2,722.00
A C W RENTAL & STOCK SUPPLY	TOTAL	2,722.00
12943 JENNIFER GERMAN		
4/13/21 115100-5801101	W/S REIMBURSEMENT	27.89
JENNIFER GERMAN	TOTAL	27.89
***DEPT 100 NON-DEPARTMENTAL	TOTAL	4,451.60
FUND 115 WATER DEPARTMENT	TOTAL	4,451.60
DEPT 100 NON-DEPARTMENTAL		
8690 BURNS TIMES HERALD		
4/13/21 116100-5201020	DRUG PAGE, UTILITY WORKER POSITION	117.50
BURNS TIMES HERALD	TOTAL	117.50
10737 BIG R		
4/13/21 116100-5201020	BATTERIES, BROOM, PLIERS, SHANK	176.46
BIG R	TOTAL	176.46
10632 GOOGLE INC		
4/13/21 116100-5201022	EMAIL	45.60
GOOGLE INC	TOTAL	45.60
10921 THE UPS STORE 6738		

12

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 8

4/13/21 116100-5201023	W/S BILLS	341.72
THE UPS STORE 6738	TOTAL	341.72
570 C AND B SANITARY		
4/13/21 116100-5201040	SEWER UTILITES PUMP/BLDG	38.33
C AND B SANITARY	TOTAL	38.33
10285 CITY OF BURNS		
4/13/21 116100-5201040	SEWER UTILITES PUMP/BLDG	39.60
CITY OF BURNS	TOTAL	39.60
70 A PARTS STORE		
4/13/21 116100-5201060	PROFORMER	33.99
A PARTS STORE	TOTAL	33.99
370 ALANS REPAIR		
4/13/21 116100-5201060	METAL	52.12
ALANS REPAIR	TOTAL	52.12
10041 ENVIRO-CLEAN EQUIPMENT		
4/13/21 116100-5201060	HYDRAULIC CYLINDER	117.48
ENVIRO-CLEAN EQUIPMENT	TOTAL	117.48
10706 NORCO, INC		
4/13/21 116100-5201060	CYLINDER RENT	11.47
NORCO, INC	TOTAL	11.47
10326 MARC NELSON OIL PROD		
4/13/21 116100-5201061	SEWER PETROLEUM SUPPLIES	56.81
MARC NELSON OIL PROD	TOTAL	56.81
10737 BIG R		
4/13/21 116100-5201070	FUEL HOSE&NOZZLE, HWE NEO S PIRC	71.44
BIG R	TOTAL	71.44
490 BURNS ELECTRIC		
4/13/21 116100-5201071	HEATER	1,717.03
BURNS ELECTRIC	TOTAL	1,717.03
10737 BIG R		
4/13/21 116100-5201071	WRENCH, PIPE, SPRINKLER, HOSE	134.62
BIG R	TOTAL	134.62
490 BURNS ELECTRIC		
4/13/21 116100-5202510	LABOR TO TROUBLESHOOT PUMP REPAIR	212.50
BURNS ELECTRIC	TOTAL	212.50
3760 MITCHELL LEWIS STAVER CO		
4/13/21 116100-5202510	STEEL WEAR PLATE	353.46
MITCHELL LEWIS STAVER CO	TOTAL	353.46
260 TREASURE VALLEY COFFEE		
4/13/21 116100-5202516	FIRST AID SUPPLIES	17.57
TREASURE VALLEY COFFEE	TOTAL	17.57

4/13/21  
12:53 PM  
BUDAWN

CITY OF BURNS  
AP EDIT  
RUN# C44

G103- 2  
G10323  
PAGE 9

12944	WILBUR-ELLIS COMPANY LLC			
	4/13/21 116100-5202517	FLUMIGARD HERBICIDE, OUST XP		608.22
	WILBUR-ELLIS COMPANY LLC		TOTAL	608.22
10206	VISA			
	4/13/21 116100-5202519	DAWN'S DESK		401.00
	VISA		TOTAL	401.00
12943	JENNIFER GERMAN			
	4/13/21 116100-5801101	W/W REIMBURSEMENT		27.89
	JENNIFER GERMAN		TOTAL	27.89
***DEPT 100	NON-DEPARTMENTAL		TOTAL	4,574.81
FUND 116	SEWER FUND		TOTAL	4,574.81
			GRAND TOTAL	30,999.19

14



## NOTICE OF STREET RIGHT-OF-WAY VACATION AND HEARING

The Burns City Council will be conducting a Public Hearing at 6:15 p.m. on Wednesday, April 28, 2021, in the Burns City Hall Council Chambers located at 242 S. Broadway. The purpose of the hearing is to receive public input regarding a proposed street right-of-way vacation at the location described below. After the public hearing, the Council may consider passage of an ordinance formalizing the proposed vacation.

### PROPOSED AREA TO BE VACATED PROPERTY DESCRIPTION PORTION OF NORTH DATE STREET RIGHT-OF-WAY

Located in the Southeast 1/4 of Section 7, T23S, R31E, W.M., City of Burns, Harney County, Oregon, being more particularly described as follows:

Four 30.0 feet wide strips of land situated between Block 2 and Block 7, Bennett's Second Addition to Burns, recorded September 22, 1924 in Plat Book 2, Page 18 referred to as Tract A, Tract B, Tract C and Tract D. Also known as North Hemlock Avenue, between East Jefferson Street and East Adams Street.

The owner(s) of record of the adjacent property are as follows:

Stanley Simmons & Susan Ohlund, Tax Map 23S-31E-07DD, Tax Lots 1600 & 1700, Linda M. Presley, Tax Map 23S-31E-07DD, Tax Lot 1800, and Gary M. Houts, Tax Map 23S-31E-07DD, Tax Lot 2400

The applicant, initiating the vacation proceedings, is Susan Ohlund and Stanley Simmons of 797 East Adams Street, Burns, Oregon, by petition dated March 29, 2021 as authorized by ORS 271.080 (Vacation in incorporated cities; petition; consent of property owners).

A copy of the map of the area proposed for vacation is attached and also available at the Burns City Hall, located at 242 S. Broadway, Burns, Oregon, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday and 8:00 a.m. to 12:00 p.m. on Fridays.

Objections or remonstrances must be filed, in writing, by no later than 5:00 p.m. on April 26, 2021 or can be presented verbally or in writing to the Council during the Public Hearing. All interested parties are urged to attend. Questions can be directed to City Clerk, Dawn Crafts, at (541) 573-5255

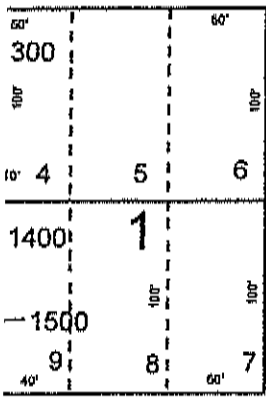
Posted: Burns City Hall, Burns Post Office, Harney County Courthouse and  
Subject Property

Publish Dates: April 14, 2021 (Burns Times Herald)  
April 21, 2021 (Burns Times Herald)

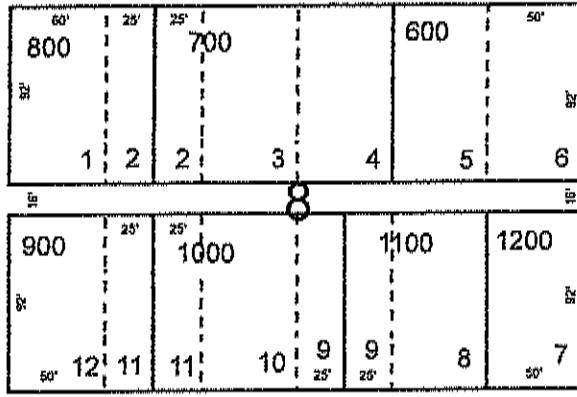


EAST

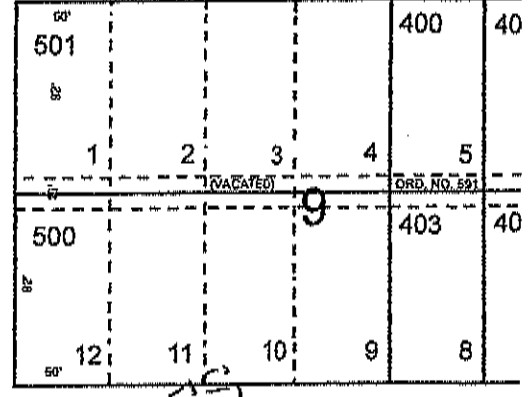
WASHINGTON



AVENUE

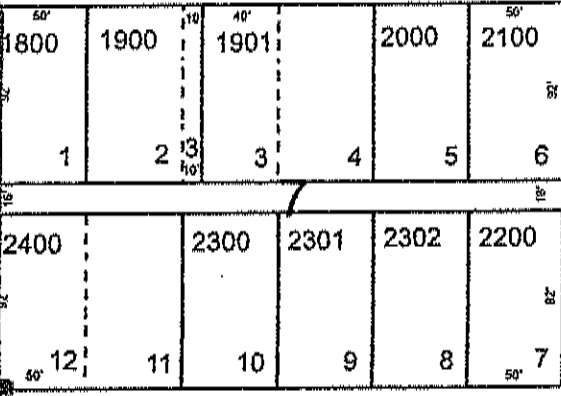
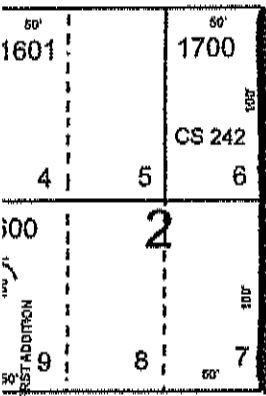


AVENUE

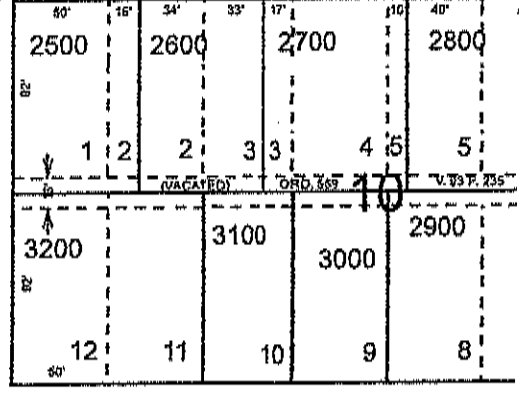


EAST

ADAMS

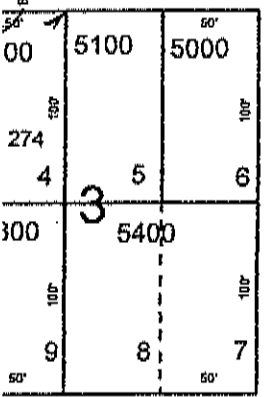


BENNETT'S

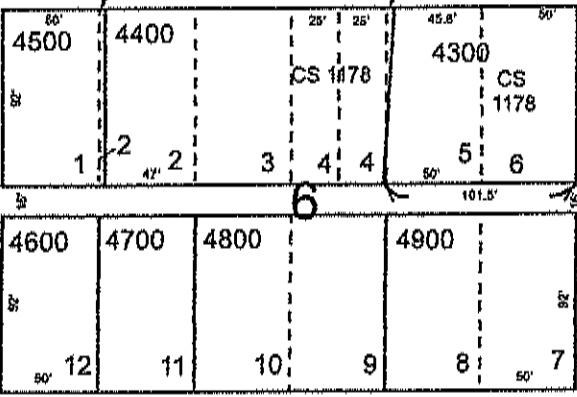


EAST

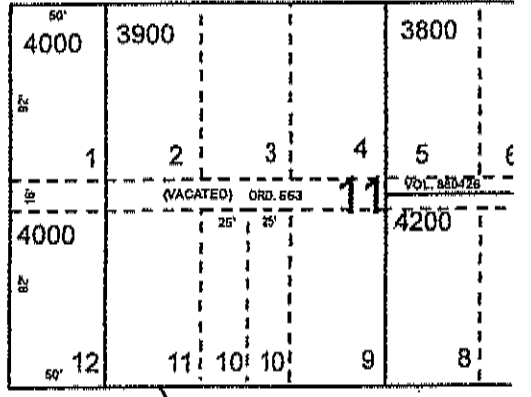
JEFFERSON



HEMLOCK



IVY

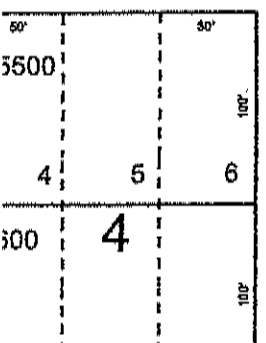


2ND

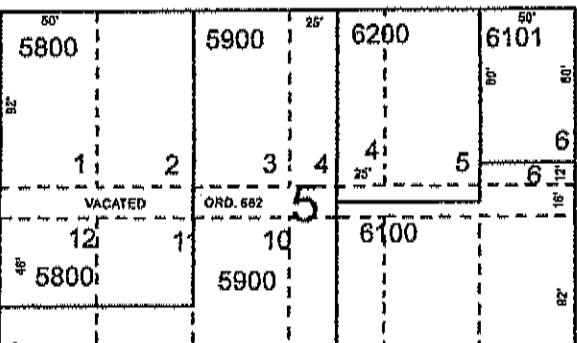
1-1

EAST

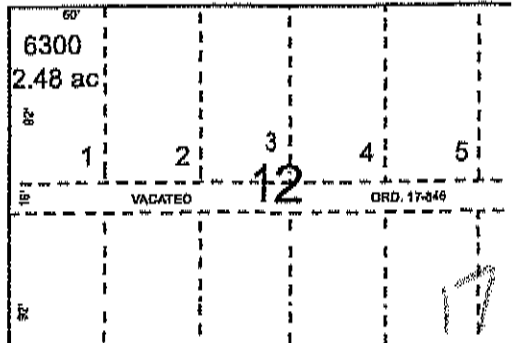
MADISON



NORTH



ADDITION



NORTH

17



29 W Washington, Burns OR 97720

On August 14<sup>th</sup>, 2021 I would like to host a small music festival and street fair. My plan includes at least four but not more than six music acts, a beer garden hosted by the Central Hotel, and multiple food vendors. Foods range anywhere from hot dogs to donuts. I am looking into recruiting some merchants as well.

I would like to ask the City of Burns for permission to close off West Washington street from Broadway to Alvord for no more than twenty-four hours. I would request city barricades or pylons for each end of the street and a few extra garbage cans. I will provide a stage for the music acts, sound reinforcement, portable toilets, and at least one 20' x 40' tent.

Most of the event will be provided at a volunteer level except for one entertainer, Skip Vonkuske, a professional cellist from Portland will be charging for his performance. His performance plus hotel accommodations and meals equal approximately \$500-\$600. I will pay this fee myself but would appreciate if the City of Burns will help relieve me of some or all this financial debt.

I'm looking forward to hosting a fun, family friendly music festival for our community and hoping to continue with this annually. It is a festive way to end our summer in Harney County before school starts again and cold weather sets in. Please, let me know if you have any questions, ideas, suggestions, or if there is something I forgot to add.

Thank you for your time and I appreciate all the help I can get.

Sincerely,

Daniel Porter  
Plectrum Music Company  
(541) 589-4952



## CLASS OF 2021

"Project Graduation"  
513 N. Saginaw Avenue  
Hines, OR 97738

Dear Burns Hilander Supporter:

Since 1958, parents of graduating seniors from Burns High School have been hosting a senior graduation party. This tradition started in order to keep graduates safe by offering them a supervised, drug-and-alcohol-free celebration. The party includes games, activities, prizes, food, music, and memories to cherish as a class.

The Class of 2021 is looking for sponsors for this celebration. Parents are making commitments of time, talent, and treasure (\$). If you would like to participate, we have two options available for contributions:

- A cash contribution made out to "*Project Graduation*."
- Merchandise or gift cards. We are looking for items useful to young adults heading out into the world. Items donated in the past include: a microwave, DVD player, cooler, linens for college dorms, luggage, tools, camping equipment, and dishes.

Your continued support and all you do to make this event such a great success is greatly appreciated. Please send cash donations to the address above. Contact Krysta Raif at (619)866-1415 or Lisa King at (541)589-1537 to arrange for items to be picked up. Should you have questions, please don't hesitate to call.

Our nonprofit tax identification number is 80-0031761. If you are able to contribute, please respond by May 10, 2021. Our team members may contact you for follow up.

*The Senior Class of 2021 & Parent Volunteers*

# FYI

- 1-2 1. Harney County Economic Development – Report to City Council – First Quarter
- 3-4 2. Bridge Economic Development – Stakeholder Feedback



## Harney County Economic Development

### Report to City Council -- First Quarter (January, February, March) 2021 Activities

#### 1. CRT Meetings:

- Regular CRT meetings were held in January and March, by Zoom only. January brought together a number of interested builders from around the Eastern Oregon region who discussed housing development and specifically a veterans housing project. Angela Lamborn from Sr. and Community Services discussed their recent strategic planning process that identified the same need for veteran specific rental homes. They will likely move the timing up to begin the process sooner than planned, as there is so much local support.
- The March meeting provided a panel discussion with local and regional WorkSource Oregon representatives. Specifically, assistance available for businesses who are struggling to recruit staff. Ed Susman provided a Business Resource phone number and also talked about several programs in the TEC system to assist businesses with salary and training costs.
- The February meeting was not held, allowing those who wished to participate in the State of the County Address.
- Minutes of the CRT meetings may be found on Harney County Economic Development website at <https://www.harneycountyoregon.com/crt>

#### 2. Clients Served:

- We were able to provide services to 8 new business owners and potential business owners. A group of approximately 10 current business owners are continuing to work on expansion projects or promotion of current business activities.
- We have received additional funds from Business Oregon for Technical Assistance through June 30 and were able to hire Alivia Robbins to intern through the summer. She is working on finalizing the work done last fall and identifying specific business needs. This funding also allows office hours to go back to 5 days a week.
- Ongoing collaboration with several out-of-town property owners and potential property owners has been ongoing. One is working with several entities to develop a large tract of land in the Urban Growth Boundary. Another is working to creatively remodel space to offer for lease.
- Several businesses have mentioned difficulty in attracting skilled staff, so we are working with hiring managers to provide a media piece to be posted on our YouTube channel. The concept is to provide some workplace culture information and their application process in a video format. Businesses can then link this to job postings and place on their website. This has been used for the Chamber of Commerce Director position and we will be assisting the Kids Club and Harney District Hospital this month.

3. Education and Workshops:

- One on one consulting will be available through the summer months for a variety of social media and web-based skills. Alivia will be providing tutoring, simple website assistance and training for those getting started on YouTube, Instagram and Facebook for their business.
- Our partner Andrea Letham, SBDC is becoming a certified Quick Books Trainer so we are happy to have that resource in the county.

4. Marketing:

- A regular article from Greg Smith is provided to the Burns Times Herald and covers useful information to business owners on a variety of topics.
- We continue to send regular emails to our business data base contacts related to COVID funding, specific assistance programs like Commercial Rent Assistance, and the new restaurant supplemental assistance.

5. Infrastructure Development:

- Brownfield consultants have completed Phase 1 property evaluations at 8 locations and are completing Phase 2 work in early April. They are holding a series of stakeholder meetings the first week of April for the Bridge Economic Development planner to gather local input on future uses for the areas.
- The housing incentives flyer is finalized, and the Housing Committee has met to review lots available for donation to construct the First Home. Financing has been verbally committed for the project based on the contributions of the other partners. Concerns were discussed, including current market for raw materials. The group will move forward by working on some slight changes to the donated plans, reworking the RFP to suite the project and following up on the infrastructure needs of the lot selected.





## Memorandum

Date April 9, 2021  
To Denise Rose, Harney County Economic Development  
CC: Keith Ziobron, Cardno Engineering  
Subject Economic Development Districts  
Project Harney County EPA Brownfield Grant

## STAKEHOLDER FEEDBACK

In developing the brownfield economic development districts, it is important to get feedback from community and industry stakeholder regarding the opportunities and barriers to growth in Harney County. The following is a summary of that information.

### Economic Development Partners

- Tribe is underway with creating a new Comprehensive Economic Development Strategy (CEDS)
- New economic development and housing staff at the tribe. They just developed 8 manufactured home sites. In the future intent to build traditional housing stock.
- Broadband coordination and collaboration occurring under Link Oregon
- HDP is working on a Seed Hub and Natural Resource Economy Plan. Sees great opportunity tied to the natural environment. "Sagebrush Sage" is one of the most unique ecosystems in the country.
- Burns is working on an EOA and one-stop for their water system. Opportunity with the ODOT improvement along Broadway. FEMA floodplain is an issue. Would like to foster industrial development at the airport but infrastructure must be addressed.
- Broadband is critical for future of the county. My Wave should be constructing fiber starting in May.
- Need more low-income housing.
- Mental health and homelessness are becoming increasingly important.
- Consider an alternative truck route off Broadway
- Farm Bureau has stressed that no production land should be converted.
- Should consider that the average business size in the county is small. Need to be careful about a large employer, if they leave it hits the community hard.
- Small truck delivery important to retain and expand business. Consider this logistics issue for type of business opportunities.
- Solar farms are being installed.
- 43 acres around truck stop with geothermal could be an opportunity.

## Downtown Partners

- Would like to see community grow and expand with youth and families. Medical and education services are important to do that. Community should have fun, especially in downtown Burns.
- Leadership is very collaborative. Great opportunity for entrepreneurs. Brad with Foundry Collective in Corvallis was extremely helpful and a mentor. (Remote services work well – don't necessarily need to have all services in the county.)
- Fiber is already in Broadway and a huge asset for co-working space.
- Housing – quality and quantity of stock is an important issue.
- Community focus over the individual is important and an ethos of the area. Place of belonging and a creative outlet.
- Numerous opportunities. Don't want to miss them.
- Tourism is important and should be embraced. Skull 120 is a huge gravel bike race that reflects uniqueness of area.
- Frontier community with grit, innovation and tenacity.
- Wild Open Spaces: Trails, guiding, wild horses, biking, ATVs, rock climbing, hunting, camping, dark skies, solitude

## Youth/Entrepreneurs

- Housing an issue
- Baker Technical Institute is a model that would be great to emulate
- Just started internship program to connect HS students with businesses. 10 businesses already signed up.
- Strong CTE programs: construction, ag leadership, welding, medical field.
- Starting to offer computer science and robotics.
- Many kids looking to the trades over college. Oregon hampered by requirements to start training at 18 vs. 16.
- TVCC offers courses in electrician and plumbing career paths.
- Enrollment growing in 1-2 grade level, close to 100. HS class is approximately 50.
- Fiber serves schools and system has improved for kids at home.
- Biz Harney is providing training in e-commerce for businesses. SBDC works closely with them and helps provide technical assistance regarding book-keeping, accounting, etc.
- Need help with micro-lending. Would like to work with MESO.

## Agriculture

- County has a history of hay and alfalfa production, which is dependent on irrigation/pivots
- Pending decision on water rights will impact crop production. May need to consider diversification of crops.
- Cattle ranching not impacted by this as they graze natural meadows. Grazing rights are a concern however. Great relationship with local BLM. 76.4% of county land is publicly owned.

Increasing requirement tied to riparian areas and grass stubble making it more challenging to graze.

- Kids are returning home to ranch. Not for paycheck but for lifestyle. Bringing back skills from college and working in other areas.
- Slaughterhouse will be challenging and may not solve issue. Need to grain-finish calves and they usually go to Idaho or Nebraska.
- Agriculture industry could use more services in Burns/Hines.
- Federal agencies could potentially serve as procurement opportunity, but federal rules are a challenge. Example: need for catering during wild fire season.

### Service Providers

- My Wave confirmed they are building a fiber network in Burns/Hines with 1G service to residents and businesses. This will help open bandwidth in existing wireless system, which is robust.
- My Wave has opportunity to get a loan from state via county to help construct fiber.
- Remote schools in county may serve as remote clinics as they have fiber service.
- Maybe an opportunity to build a new public health lab as all lab service is out of Portland right now.
- Great sense of community pride and problem solvers.
- Don't recommend private/employee housing. Can have conflicts if employee fired and still renting house. BLM no longer has housing and rules don't allow them to build housing.
- Hospital needs improved training program options for existing nursing staff.

# SUMMARY AND DIRECTION

Feedback is summarized in the following SWOT and Values.

<p><b>STRENGTHS</b></p> <ul style="list-style-type: none"> <li>• <b>LEADERSHIP/COLLABORATION</b></li> <li>• Optimism/Pride</li> <li>• Foundation of Agriculture</li> <li>• Tourism</li> <li>• Natural Resources</li> <li>• Basic amenities</li> <li>• High-school CTE and Internships programs</li> </ul>	<p><b>OPPORTUNITIES</b></p> <ul style="list-style-type: none"> <li>• Fiber to Burns and Hines</li> <li>• Value-added Agriculture and Technology</li> <li>• Seed Hub</li> <li>• Remote Work</li> <li>• City Infrastructure Investment – Hines sewer master plan</li> <li>• Student focus on trades</li> <li>• ODOT Broadway Project</li> <li>• Alternative truck route</li> </ul>
<p><b>WEAKNESS</b></p> <ul style="list-style-type: none"> <li>• <b>HOUSING</b></li> <li>• Enhanced services – appraiser, dealerships, catering, etc.</li> <li>• Workforce training</li> <li>• County permitting process (urban vs. rural needs)</li> </ul>	<p><b>THREATS</b></p> <ul style="list-style-type: none"> <li>• Drought</li> <li>• Water Rights</li> <li>• FEMA floodplain determination</li> <li>• Agriculture production</li> <li>• Constrained housing stock converting to vacation rentals</li> <li>• Lack of business/service succession</li> </ul>

## Economic Development Values

These values articulate desired economic development outcomes with Harney County. We as a county value:

**Community Over Individual Interest** to collectively grow the community

**Local Investors and Developers** that build wealth within the county

**Quality Community Development** that meets, and ideally exceeds, code and design standards to foster a healthy and vibrant environment

**Youth and Families** to build our future workforce and business leaders

**Natural Spaces and Outdoors** that offer a distinct lifestyle and forward-thinking economic opportunities

**Self-determination and Grit** to solve problems and take action

**Innovation and Diversification** of the job base and economic opportunities

**Entrepreneurs and Business Expansion** to grow the industry base

6