



City of Union

Agenda

Council Special Meeting Meeting
Monday, March 24, 2025 @ 6:00 PM
Leonard Almquist Council Chambers, 342 S. Main St,
Union, OR 97883

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1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:**

 Mayor: Hawkins
 Councilors: Cox, Middleton, Seale, Black, George
 and Boyer-Davis

 2. **CONSENT AGENDA:**
 - 2.1. **Business/Special Meeting Minutes** 2 - 9
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 3. **PUBLIC COMMENT**
Audience members may bring any concern before the Council at this time.

Public comment rules:
All public comment is subject to 3 minutes per individual and time may be cut short by the Mayor if the information addressing the Council becomes redundant. All persons addressing the Council must speak at the lectern and prior to speaking must state their name and address.

 4. **ADJOURNMENT:**



MINUTES

City Council Meeting

7:00 PM - Monday, March 10, 2025

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:

Mayor:

Hawkins

Councilors:

Cox, Middleton, Seale, Black, George and Boyer-Davis

The City Council of the City of Union was called to order on March 10th, 2025, at 7:01 PM, in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Susan Hawkins, Kori Cox, Dick Middleton, Trisha Seale, John Black, Donald George and Anita Boyer-Davis

ABSENT WITH CONSENT:

ABSENT WITHOUT CONSENT:

2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:

- a) Sheriff's Monthly Report

Union County Deputy Mr. John Sutton reviewed the monthly report with council and will be serving the City of Union in this capacity for the months of March and April. For the month of February, there were 132.25 hours worked, two traffic citations, two arrests, 43 calls for service, and seven field interviews.

3. OLD BUSINESS:

Public comment is welcome on each subject addressed under the public comment rules stated below.

- a) Budget Committee

Council reviewed the applications submitted and appointed Becky Platz and Tyler Griffiths to a three year term and appointed Leslie McMillan to serve the remaining two years for the position vacated by Lavelle Braun stepping down.

b) Historic Preservation Commission

Council reviewed the applications submitted and appointed Ilene Kingery to a three year term and Samn Diller and Donna Beverage to a two year term. They also appointed Walt Brookshire to a three year term as the liason to the Historic Preservation Commission from the Planning Commission. There was a discussion on having a work session to learn more about the historic significance of the buildings in Union.

4. NEW BUSINESS:

Public comment is welcome on each subject addressed under the public comment rules stated below.

a) Planning Commission

Council reviewed the applications submitted and appointed Walt Brookshire to a four year term starting immediately Ed Baird's vacated position and Josh White to a four year term stating May 1st when Jocelyn Jones steps down from her position.

b) Signature Card

Due to the election of new council members, a changed is needed on the signature cards. Tim Cox must be removed as a check signer and council should consider adding a fourth check signer. Councilor Middleton made a motion to add councilor Kori Cox as a fourth check signer. Motion was seconded by councilor Seale. Motion passed unanimously. Councilor Boyer-Davis made a motion to remove councilor Tim Cox as a signer. Motions seconded by councilor Middleton. Motion passed unanimously.

5. CONSENT AGENDA:

Councilor Boyer-Davis made a motion to accept the consent agenda as presented. Motion was seconded by councilor George. Motion passed unanimously.

5.1. BUSINESS/SPECIAL MEETING MINUTES

5.1.1. February 10, 2025 City Council Meeting

5.2. WORK SESSION MINUTES

5.2.1. February 10, 2025 Work Session

5.2.2. February 24, 2025 Work Session

5.3. INFORMATION REPORTS

5.3.1. Office Manager Monthly Report

5.3.2. Ordinance Enforcement Monthly Report

5.3.3. Animal Officer Monthly Report

5.3.4. Library Monthly Report

6. CITY COUNCIL WORKING COMMITTEE UPDATES:

The notes that Administrator Tate provided were reviewed and additional commentary is noted below. Mayor Hawkins also clarified that committees are not able to change anything, but instead bring suggestions to council through way of Administrator Tate.

a) Charter Committee

The committee has completed the review of the charter through chapter 12 and are typing up the suggested changes for folks to review and to put out to members of the public for feedback.

b) Water Sewer Committee

There was a discussion on the need to have a list of what projects Public Works plans to complete this summer and next fiscal year. Councilor George mentioned that he is still getting up to speed and that at the next meeting the committee will be able to put together short term goals and identify the priorities.

c) Zoning Committee

Councilor Seale discussed that she had been reviewing other communities to see what works well and what would be potentially worth adopting here and what could be change to make things better.

d) Ordinance Committee

The Ordinance committee will be meeting March 12th at 5:30PM at City Hall

e) Streets Committee

Councilor Cox discussed that she is working on reviewing information given to her on street needs within the city. She also mentioned that there will need to be some coordination with the water and sewer committee on what projects will be done when.

f) Historic Committee

Administrator Tate and Mayor Hawkins discussed the need to get in contact with Gary Graham to see what level of involvement he wishes to have on the committee. A meeting will be scheduled soon for the Historic Preservation Commission and get the group moving forward.

g) Planning Commission

Administrator Tate discussed the notes she provided council. The commission reviewed two conditional use permits and a variance and all applications were approved. It was also mentioned that Ed Baird submitted his resignation at the end of the February planning commission meeting after having served for over

16 years and Jocelyn Jones is also stepping down at the end of April due to a conflict on meeting times with her employment. Mayor Hawkins asked that a thank you card be sent to the planning commission members stepping down.

h) Library Board

Councilor Boyer-Davis gave an update on the meeting that the library board had the previous week. There is a call into the school to find out who does the wood floors for the school and see what can be done with the floors in the library to make them smooth as there is some rough spots where people come in with snow on the raw wood floors. There also has been some plastic mats put down on the floor in places in order to provide some protection from the rolling chairs. There was a discussion on needing folks for the board and Administrator Tate asked whether that was for the library board or for the friends of the library group. Councilor Boyer-Davis wasn't sure so Administrator Tate will reach out to the librarian as the city did receive an application for the library board.

i) Trails

Councilor Cox said that she is meeting with Jay Blackburn on Sunday in order to gain more information as to the status of projects that the group was working on and also to get the contact information for folks that were involved.

j) Buffalo Flats Project

Administrator Tate said that an update was provided by Aaron Bleisner and that there is also some information in her separate report. There was a meeting on February 15th in which Jake Seavert county commissioner was there along with Aaron Bleisner, Ann Hulden, John and Sandy Sheehy, Tony Pagliarulo, councilor Middleton, councilor George and Administrator Tate. Aaron answered some questions on the 80% design documents. Tate also discussed that she had reached out to FEMA's Flood Insurance Coordinator for the state of Oregon and is waiting to hear back from her. Tate wants to understand how this project could potentially affect the future buildable land within the city with the new PCIM requirements that FEMA is rolling out and what the city needs to do in order to mitigate any change. FEMA at the national level had planned to come out to Union but had recently communicated that they have been put on hold and will not be out and that it will be some time before they are out visiting with folks again. They also said that they are unable to give any comment on the Buffalo Flats project. It was also discussed that the USWCD had been told by FEMA that as long as they design to a zero rise, that there would be no change in the flood map. Therefore, that is what the 80% design information gives is backup information to a zero rise. Administrator Tate said that although the project is designed to a zero rise, the maps indicate that there could be some spreading out of the flooding. There was some discussion on the Pre-Implementation Control Measures (PCIM's). Councilor Boyer-Davis said that Administrator Tate should not give permission for the project to move forward until answers are received from FEMA on her questions.

k) Main Street Union

Administrator Tate said that Public Works met with Jana Lee Dick, Walt Brookshire and herself on the Parks Master Plan and discussed options on what the Public Works would be able to do for the infrastructure support on items contained in the Parks Master Plan such as water and electrical and also Tate has been meeting with Jana Lee Dick, Walt Brookshire and Meriah Williams on grant applications the last couple of Fridays and those meetings will continue in order to continue to move forward on obtaining funding to be able to complete renovations on the city park. There was a discussion on splash pads and operational costs and upkeep as well as whether the city could obtain a grant to start an endowment for future maintenance and upkeep of the park.

l) Fire/EMS Board

The district has obtained approval from the Oregon Department of Revenue to include the City of Union within its tax base and service area and paperwork has been filed with the county assessor's office. Ambulance service has been registered with the Oregon Health Authority so everything is on track to be completed before the end of June.

7. CITY ADMINISTRATOR / PUBLIC WORKS REPORT:

- a) Public Works Monthly Report
- b) Wastewater Monthly Report
- c) City Administrator Monthly Report

There was a clarification that there was a typo in the Administrator Report that under the College Street Bridge report, that it should say "What she mentioned via email was that it is looking like design would happen in 2025-26" instead of saying "hat she mentioned via email was that it is not looking like design would happen in 2025-26"

8. PUBLIC COMMENT

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Donna Beverage spoke about the CCCC having it's 4th birthday celebration on Saturday from 5-7 with dinner and entertainment. She also discussed what the Chamber was able to support with the money received from the city with \$2,000 supporting the July 4th celebration, \$1,000 supporting the Grassroots festival, and

\$500 supporting the Buffalo Peak representation at a tradeshow with Boise that then brings folks to Union and increases business within the city.

Terry Valentine spoke of his concern about the property at 735 W Arch with camp trailers, vehicles, garbage, appliances, the grass is high in the pasture which causes a fire hazard and also a dog that barks constantly. He asked council how many of them would live next door? He expressed concern for the affect this property has on his property value if he were to try to sell it. He discussed the property across the street that sold and that folks are going to clean it up. He discussed that last summer there was someone living in the camp trailer in the pasture. He discussed that the area has become grand central station with the drug house on the corner. He would like to see something get done.

Eric Dewitt spoke of his concern for 735 W Arch as well with the weeds, vehicles, trailers, trash cans and cats tearing into the garbage and it blows into his yard and through the neighborhood. He spoke about the Ordinances related to the storing of vehicles and them being a nuisance and about the weeds. He discussed his frustration with some residents being expected to follow the Ordinances but others are not. He also discussed his frustration with the city going through 3 Code Enforcement Officers and that it seems that every time there is a new person in that position, things start over with these properties. It is an eyesore. There are vehicles dismantled and in repair in the city right of ways. Some of the vehicles are almost out to the mailbox and some are up on blocks. Some have wheels taken off of them. They are being repaired. They are discarded vehicles and should not be there according to the Ordinances. None of the 5 vehicles and trailers that are in the front yard are in a fenced property or in a building as the Ordinance states they should be. With the weeds they are over 10 inches tall. The weeds have died and come back and are a fire hazard. He said that Melinda McCabe has also had problems with the property and has turned in violations and nothing seems to get done. He also discussed the property off of 166 N 5th where the back portion faces Arch Street. There is a mini cooper that has sat there since October of 2024 on blocks with the wheels taken off of it. There are 3 trailer coaches with at least 4 individuals currently living in them. They are not visitors, they are not temporary. They have built decks on the front of them. There is also 3 vehicles. The Ordinance states that the trailers would need to have a 5 foot variance from the property line for fire hazard and that is not the case either. He said that the folks in the neighborhood have to look at that those properties and have turned in pink slips and it would be nice for the people who have turned in the pink slips to know what is happening and to be informed. Otherwise it feels as if nothing is being done about it. There needs to be pressure put on the people to take care of these properties. Even for the little things such as the mini cooper being parked in the wrong direction since October of 2024, and the people that have lived in the trailers since April of 2024. The neighborhood is asking for some help in getting things going in the right direction.

Administrator Tate gave some feedback to council on the \$500 citations that have been issued to the property on North 5th that was mentioned and that they are up to a couple of thousand in citations so far. Initially the property owner was responsive and now the have not returned phone calls or answered our calls. They have a court date

coming up in April on these citations. Mayor Hawkins asked if it would be helpful at that court hearing to have citizens show up to voice their concern and Tate said that it would. Mayor Hawkins asked Tate to find out the court date and to let folks know and also put it in the newsletter.

Terry Valentine spoke about an Enforcement Officer that was in Pendleton where he would issue a citation and if the property owner did not pay and clean up the property then he had the city clean up the property and then billed the property owner.

There was a discussion that the city Ordinances does allow for that but that the city most likely would not be paid until the property is sold and then the liens would be paid.

Becky Platz spoke about this issue happening in pockets around town and that the city should invite them to the court hearing and that she is willing to call folks as well.

The court hearing date is April 16th at 5:00PM

9. UPCOMING MEETINGS AND SUGGESTIONS:

- a) March 13th, 2025 - Main Street Union Meeting @ 6PM at 156 Main Street
- b) March 15th, 2025 - Buffalo Flats Committee Meeting @ 10AM
- c) March 18th, 2025 - Union Rural Fire Protection District Board Meeting @ 7PM at 570 E Beakman Street
- d) March 19th, 2025 - Charter Committee @ 10AM
- e) March 24th, 2025 - Council Work Session @ 6PM
- f) March 29th, 2025 - Zoning Committee @9AM
- g) March 29th, 2025 - Streets Committee @10AM
- h) April 2nd, 2025 - Charter Committee @ 10AM
- i) April 8th, 2025 - Water Sewer Committee @ 6PM
- j) April 10th, 2025 - Main Street Union Meeting @ 6PM at 156 S Main Street
- k) April 14th, 2025 - Council Work Session @ 6PM
- l) April 14th, 2025 - Council Business Meeting @ 7PM

10. ADJOURNMENT:

This meeting was adjourned at 8:20 PM

Mayor

City Administrator