

Draft Minutes for January 28, 2020 WCDC meeting

Members Present: Tim Crampton, Linda Crampton, Peggy Reichert, Jim Davis, Chuck Price

Chuck read the minutes from the November 18, 2019 WCDC meeting and gave a current financial report. The minutes were accepted unanimously with the following exception from Loy Knudzen. He had previously stated to Chuck that the FEMA grant to reconstruct the western streambank of Pine Creek on the eastern side of Elliott Park did not include the cost of purchase and implacement of large rip-rap rocks. This grant will only pay for replacing the soil previously eroded. The financial report was accepted with the stipulation that the City recorder correct the purchase of the thank you plaque for the Bob Humbert Park. These funds should have been taken from the either the Parks and Recreation City budget line item or paid for by the City as these two agencies approved the purchase of the plaque. Jim will check with the City Recorder to ensure that these funds would be correctly allocated to the above agencies and not from the WCDC City budget line item.

Jim reported that the thank you plaque to Thacker Excavating at the freight wagon site and the Bob Humbert thank you plaque at Bob Humbert Park had been installed January 17. The entire committee gave Jim a big thank you for his efforts to complete these projects and to personally buy and frame up very nice photos of these thank you plaques. He will give both Corey Thacker and Bob Humbert the framed photos of these two decorative plaques.

Linda asked if we could determine the many projects and grant donors for the various projects within the City and at the City waste water plant and that this information could be inscribed on plaques on the brick columns of the decorative fencing on the Main Street Pine Creek Bridge. Chuck has this historical data and will work on compiling this information to emplace on the above plaques. Jim stated that we should inscribe a plaque on the above brick columns to recognize and thank Jerry Frison, Tom Delph and Jim Davis for their work on constructing the brick columns. The entire committee strongly agreed with completing this project. Chuck has this historical data and will work on compiling this information to emplace of the above plaques.

Tim reported that the new banners for the lightposts on Main Street had been received and that they looked very nice.

Jim stated that Loy Knudzen has hand dug the the hole for the new flagpole at the freight wagon site. We decided to wait until Spring to emplace the new flagpole to avoid the strong winter winds.

Tim has not received an update from Sheldon regarding his grant requests for a new reader-board at the Mini-Park.

Linda reported that she and Tim had completed and mailed a new offer letter on January 17 to the Jacksons to purchase the covered wagon site for \$2000. To date they have not received a response.

Since we have received a few complaints about the slightly tattered condition of the flag at the covered wagon site Chuck will coordinate a work party this Friday to replace this flag.

Our next meeting is scheduled for Tuesday February 25, 2020 at 6:30 pm.

Respectfully submitted,

Draft minutes for February 25, 2020 WCDC meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Chuck Price, Peggy Reichert

Guest: Heather Jones

Chuck read the minutes for the January 2020 meeting and gave a current financial report. Both passed unanimously. We have \$3612.90 in the Oregon Community Foundation line item for the two wagon sites, \$1258.79 in our City budget line item (includes \$900 from the Chamber for Cycle Oregon and \$350 from the Hodaka Club-Feb 2020 donation) and \$2248.17 in the Brick Fund. Chuck has reconciled our City budget line item to confirm that Sheila has made the correct changes to charge the \$329 cost of the new plaque at the Bob Humbert Park to the Parks and Recreation funds (in the WCDC City budget line item).

Tim reported that the new banners for the Main Street lamp posts have been ordered and paid for but not yet received.

Chuck stated that Sheila has given us permission to transfer a portion of the \$900 from the Chamber and the \$350 from the Hodaka Club out of our City budget line item and into the Brick Fund. This action will be in accordance with the auditor's standards in June 2020. Tim thought the Brick Fund was dedicated only to improvements at the Mini-Park. He will double-check this with Sheldon.

Tim reported that we did not receive the requested grant from the Wildhorse Foundation for the reader-board at the Mini-Park. Sheldon has not heard the results from the grant requests to the Oregon Economic Development Committee and the AWERE Committee. Tim has requested assistance from the School Superintendent to coordinate a grant request to Pepsi and Les Schwab for the new reader-board.

Linda stated that she and Tim had not received a response from the Jacksons regarding the WCDC offer to purchase the covered wagon site. She will check with the Jacksons on this matter.

Chuck, Loy and Tim will meet at 9 am tomorrow to install a new flag and top solar light at the covered wagon site.

Jim will establish a new date to install the new flag pole at the south end freight wagon site. We are still concerned about pouring concrete and the continuing freezing night time temperatures.

A motion was made and passed unanimously to purchase a 8"x8" \$100 memorial brick for Jennifer Spurgeon to be installed on the Heritage Wall. Chuck will gather the pertinent information for her plaque.

The motion was made and passed unanimously to recommend Heather Jones to become a member of WCDC. Tim will pass this recommendation onto the City Council for their approval.

Jim gave a report from the February Parks and Recreation Committee meeting. On February 10 after the recent Pine Creek flood an emergency meeting was held with a State of Oregon Damage Evaluation team.

Our next meeting is scheduled for Tuesday, March 23, 2020 at 6:30 pm.

Respectfully submitted,

Draft Minutes from the May 25, 2020 WCDC Meeting

Members Present: Tim Crampton, Linda Crampton, Jim Davis, Lois Phillips, Heather Jones, Chuck Price, Sheldon Delph

Guest: Juan Avila

Chuck read the minutes from the February meeting and gave a current financial report. Both passed unanimously. We have \$3612.90 in the Oregon Community Foundation City budget line item for the wagon sites, \$1608.79 in the City budget line item and \$2248.17 in the Brick Fund.

Sheldon reported that the Wildhorse Foundation grants were on hold until September or December.

Juan stated that the Fountain at the Mini-Park is leaking out the side of the fish, it has a bad water cutoff valve and the drain is plugged. Sheldon said that the fish is made of fiberglass, there is electrical power to the Fountain and we should consider to install a circulating pump to solve the drain problem. A motion was made and passed to table the repair plan of the Fountain until next month. Tim will check with Chuck McCullough to get his input as he was one of original installers of the Fountain.

Juan reported that the Parks and Recreation Committee has \$31,500 in grants to purchase new kitchen equipment at Elliott Park. Their committee could possibly give the WCDC \$2000 toward a new reader board at the Mini-Park. Juan thought that his committee was in a better position in the coming year to get the \$15,000-\$20,000 grant necessary to complete this project.

Tim stated that we needed six new banners for the Main Street, Mini-Park and Suzi's HandyMart lamp posts. A motion was made and passed to authorize Tim to purchase six new banners spending not more than \$400.

Juan suggested that the Parks and Recreation Committee could donate \$500 to purchase a new plaque at the Elliott Park recognizing the grant donations from the Elliott Foundation, Ferguson Foundation and Smith Frozen Foods for improvements at the Park. He and Sheldon will work on completing this project.

The entire group resolved the final list of grant donors to WCDC to be inscribed on the plaques on the brick columns on Main Street. Jim will contact Wylie Monuments to get a final invoice for inscribing the plaques. Tim recommended that the Weston Cemetery Committee could purchase a plaque recognizing the several years of annual grant donations to the Weston Cemetery and Kees Cemetery from the Oregon Historic Cemeteries Commission.

Heather Jones made a motion to purchase a \$75 gift certificate at the Upper Crust for the Jacksons recognizing their excellent community good will in letting the WCDC use their property for our covered wagon site. Lois said that she would purchase this gift certificate and present it to the Jacksons.

Tim stated that we needed three new banner arms, one new end cap ball and to get one banner arm repaired for the lamp posts. Sheldon will contact Mayer Machine Shop in Pendleton to get an estimate including powder coating. Tim also stated that Rick Stephens has the Main Street Lighting catalog where the original lamp posts and banner arms were purchased. Chuck will get with Rick to purchase new banner arms using the remainder of our current City budget line item. After paying Wylie Monuments, purchasing six new banners and the \$75 gift certificate at the Upper Crust it was estimated that we would have approximately \$900 to purchase as many new banner arms as our City budget line item would allow.

Our next meeting is scheduled for June 23, 2020 at 6:30 pm. at the Memorial Hall. Please bring your own chair for social distancing.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft Minutes from June 30, 2020 WCDC meeting

Members present: Tim Crampton, Linda Crampton, Lois Phillips, Jim Davis, Chuck Price
Guest: Greg Phillips

Chuck read the minutes for the May 25, 2020 WCDC meeting and gave a current financial report. Both passed unanimously. We have \$3568.06 in the Oregon Community Foundation City budget line item for the wagon sites, \$500 in the new 2020-2021 City budget line item and 2248.17 in the Brick Fund.

Tim reported that we have received the six new banners and we would like to put them on the banner arms soon. Currently they are being stored in the basement storage at the Memorial Hall.

Chuck reported that the six new banner arms should arrive soon. They will be shipped to Chuck's residence and be stored at the Memorial Hall.

Jim stated that he had not been able to contact Wylie Monuments regarding the completion of the inscriptions of the grant donor names on the plaques on the Main Street brick columns. He will contact them this week for an update.

Tim reported that the Jacksons did not want to sell the covered wagon site to the WCDC. He recommended that we use the \$3568.06 remaining in the Oregon Community Foundation (OCF) City budget line item as a partial payment toward buying a new reader-board at the Mini-Park. Chuck stated that Sheldon had said that the OCF may not want to let us use this money toward a new reader-board. He also said that due to the Covid-19 situation in Oregon that OCF may want us to return these funds to them. Sheldon suggested that we could use part of these funds to purchase a plaque stating that Ezra Meeker had made a short stay at the Mini-Park on his travels west in 1902.

Greg stated that after his conversations with the Jacksons three things were very evident. The Jacksons are very happy to have the covered wagon at the site. If the City (ie. WCDC) makes another attempt to purchase the property from them that they will ask the WCDC to move the covered wagon to the next lot north off their property. Tim Jackson also stated that if they sell their property in the future they will give the WCDC/City of Weston first right of refusal to purchase the property.

The motion was made and passed unanimously that the WCDC continue all responsibilities to order new plaques, install these plaques and maintain the Heritage Wall at the Mini-Park.

Jim reported that the new flagpole and solar lighting had been recently installed at the south end freight wagon site.

Greg recommended that the new reader-board should be operated by the City. The WCDC will need to coordinate with the City Council what type of reader-board to purchase. ie. size, color, one-sided, height of concrete base, etc. per Sheldon's previous research. Chuck stated that Loren Stroud was the primary installment coordinator for the reader-board at the high school and would have good information to share. Greg also stated that the message emphasis should be on public service announcements ie. school meetings and activities, City meetings and activities, weather warnings, road closures due to weather and natural or manmade disasters and hazards such as the chemical gas leak in Athena.

Linda thought that Sheldon should send the reader-board specifications to the WCDC. Then Lois could present this information to the City Council.

Jim reported a summary of the Parks and Recreation Committee meeting activities. From the park building, the hot water heater and stove units were sold to private individuals. These funds were then transferred to the City. New LED lights have been installed and were operating in the kitchen. Cascade

Natural Gas has installed new gas lines to the kitchen. The Committee is still planning on a community gathering providing food and beverages at the Park on August 1 covid-19 permitting. The Committee estimated \$5000 to fix the brickwork and masonry at the Mini-Park Fountain. They are also seeking three bids to fix the Fountain's water drain.

Our next meeting is scheduled for July 21, 2020 at 6:30 pm. at the Memorial Hall.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft minutes for July 28, 2020 WCDC meeting

Members present: Tim Crampton, Linda Crampton, Jim Davis, Rick Stephens, Peggy Reichert,
Chuck Price
Guest: Sheila Jaspersen

Chuck read the minutes from the June 30, 2020 WCDC meeting and gave a current financial report. Both passed unanimously. We have \$500 in the City budget line item and \$2248.17 in the Brick Fund. Sheila reported that the \$3568.06 in the Oregon Community Foundation 2019-2020 City budget line item is no longer available to the WCDC as we cannot find the correct documentation to continue to extend the time limits for this grant.

Jim will call Wylie Monuments to confirm that the grant donor plaque inscriptions on the Main Street brick columns should be completed by mid-August.

Chuck reported that he has not received a return call from Main Street Lighting to finalize a shipping date for our order of six new banner arms and one end ball cap all painted green.

We decided that the WCDC should purchase inscribed plaque(s) for either a 4x4 or 8x8 brick on the Heritage Wall to memorialize Jennifer Spurgeon's passing. Linda recommended that the funds for this purchase should be taken from the Brick Fund. The group agreed and decided to inspect the Wall for available spaces for either one 8x8 brick or two 4x8 plaque(s). We also decided to table the final wording on the plaque(s) until our next meeting. Jim and Chuck will check the Heritage Wall to determine the possible locations for these plaques.

Tim reported that the City Council had approved the Parks and Recreation Committee to assume full responsibility for the Mini-Park with the exception of the Heritage Wall. The WCDC will maintain the Wall and handle the plaque orders and their installation on the Wall.

Rick stated that the Rose Garden at the Mini-Park looked great. We highly commended the efforts of the Parks and Recreation Committee at the Rose Garden.

Sheila reported that she had 4-5 plaques that had fallen from the Wall and turned into City Hall. Tim will pick them up and get with Jim to reinstall them on the Wall.

Jim made the following report as the liaison with the Parks and Recreation Committee:
The new natural gas meter and a new gas line have been installed in the kitchen. New electrical wiring has been completed in the Park building. A new stainless steel wall has been installed in the kitchen. New electrical wiring is being installed in the restroom.

Our next meeting is scheduled for Tuesday August 25, 2020 at 6:30 pm. at the Memorial Hall.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

Draft minutes from August 25, 2020 WCDC meeting

Members present: Tim Crampton, Linda Crampton, Jim Davis, Peggy Reichert, Chuck Price, Lois Phillips

Chuck read the minutes from the July 2020 WCDC meeting and gave a current financial report. Both passed unanimously. We have \$500 in the City budget line item and \$2248.17 in the Brick Fund.

Jim reported that the plaque inscriptions for the Main Street brick columns had been completed and installed. The plaque inscriptions look very good and Wylie Monuments has been paid.

Chuck stated that he has encountered major problems contacting the office manager and CEO of Main Street Lighting to complete the replacement shipment for our previous order of six new banner arms and one end ball cap. We have received six new banner arms but without their fastening brackets and five end ball caps and all were painted black not green as ordered. This shipment is being stored in the basement of the Memorial Hall. Chuck will continue to attempt to contact Main Street Lighting. Jim suggested that we may have to send them a certified letter with enclosed photos of the incorrect shipment and/or have the City attorney send them a strong letter. Chuck thought that we may have to register a complaint with the Better Business Bureau of Ohio.

We discussed buying a memorial plaque for Jennifer Spurgeon on the Heritage Wall. Jim reported that there are no blank 8x8 bricks available on the vertical wall. There are some spaces for two 4x8 plaques placed vertically on the Wall. Chuck and Jim recommended that we purchase two plaques placed vertically. Chuck brought in an example of verbiage as follows:

Jennifer
McClure
Spurgeon
Inspirational
Leader-Mayor
AW School Board

The motion was made and unanimously passed to purchase two plaques as a memorial to Jennifer Spurgeon to be placed on two 4x8 bricks vertically on the Heritage Wall as per Chuck's verbiage with funds dispensed from the Brick Fund.

Chuck will make up the plaque inscriptions request and turn this order into Sheila to complete.

Jim will meet with Tim this coming Friday morning to reinstall the plaques turned into City Hall back onto the Wall.

Tim will request Sheila to put a notice in the City newsletter to advertise our sales of inscribed memorial bricks on the Wall.

Jim reported that the August Parks and Recreation Committee meeting was cancelled due to covid-19 problem meeting restrictions.

Our next meeting is scheduled for Tuesday, September 22, 2020 at 6:30 pm. at the Memorial Hall.

Respectfully submitted,
Chuck Price, WCDC Secretary-Treasurer

September WCDC meeting draft minutes

Members present: Tim Crampton, Peggy Reichert, Chuck Price, Heather Jones, Lois Phillips

Chuck read the minutes from the August 25, 2020 WCDC meeting and gave a current financial report. Both the minutes and financial report passed unanimously. We have \$500 in our City budget line item and \$2248.17 in the Brick Fund.

Chuck stated that on August 25 he was able to contact the office manager of Main Street Lighting via email regarding our incorrect shipment. She stated that our correct order of six new green banner arms and one end ball cap should be shipped out to us within the next two weeks.

Tim reported that we will be unable to order new brick plaques from our vendor, Leave Your Mark, as their business location was totally destroyed with the recent wildfires in western Oregon. It is unknown when they will be able to reopen and all previous purchase records were lost in the fires. Thus we will have to find a local vendor to make new plaques. Heather suggested that find a local trophy shop to make the new plaques. Chuck stated that there used to be trophy shops in Pilot Rock and College Place. Heather mentioned a vendor in Dallas, Oregon and she will work on finding a local vendor.

Tim showed the group a new catalog from Display Sales our banner vendor. He asked the group to specify our desired new winter banner design and he will call Display Sales for pricing.

Tim brought up the question as to whether we should have monthly meetings or to hold them every other month. Chuck stated that meetings every other month could put timely decision making on current projects running late. This negative situation could impact our community projects in the spring, summer and fall. Every other month meetings would work better during the winter months when we are not actively out doors completing community projects.

Lois raised the question as to why more American flags were not put out on the streets for national holidays. Tim will check with Loy to determine if we have enough flags, flag holders or if we need more volunteer help to put out the flags.

Our next meeting is scheduled for Tuesday, October 27, 2020 at 6:30 pm. at the Memorial Hall.

Respectfully submitted,

Chuck Price, WCDC Secretary-Treasurer