

City of Lafayette
City Council Meeting Minutes
April 8, 2004
6:30 PM

- 1. CALL TO ORDER:** Mayor Lotis Hanks called the meeting to order at City Hall at 6:32 p.m.
- 2. FLAG SALUTE:** Mayor Lotis Hanks led the flag salute.
- 3. ROLL CALL:** Diane Rinks, City Administrator, called the roll.
Present: Edwina Meitzen, Bob Cullen, Mayor Lotis Hanks, Marianne Mitchell, and Gary Filpi.
Absent: Ron Ross (exc.), 1 vacancy.
City Staff Present: Diane Rinks- City Administrator, Trena McManus-Assistant to the City Administrator.
Others: Travis Johnson, Steve Malone, Melodie Malone, Alex Stolk, Debbie Stolk, Michael Roberts, Betty Roberts, Shannon West, Brad Roberts, Gina Warren, Bonnie Pursel, Katie Willson-News Register, and approximately 2 others.
- 4. APPROVAL OF MINUTES:**

Gary Filpi made a motion to accept the March 11, 2004 minutes. Marianne Mitchell seconded the motion. There was no discussion and the motion passed unanimously.
- 5. REVIEW OF PROCEEDINGS AND APPROVE MINUTES OF SPECIAL MEETINGS:**

None.
- 6. ADDITIONS AND DELETIONS:**

Gary Filpi said that he would like to discuss the possibility of a bank branch in town. This will be added as Discussion Item #2. There were no other additions and deletions.
- 7. PUBLIC HEARINGS:**
 - 1. State Revenue Sharing:**

Mayor Lotis Hanks opened the public hearing at 6:35 p.m.
Diane Rinks said that she is anticipating \$16,000 in state revenue sharing money for the FY2004-05 budget year. The state requires that the Budget Committee and the City Council each hold a public hearing to discuss possible uses for those funds. The Budget Committee held their public hearing on April 6, 2004. The ideas that were expressed were: to be applied to the sewer bond payment, park enhancements, streets, landscaping, additional police coverage, a summer program, and hiring a town marshal.
Mayor Lotis Hanks asked for input from the audience about additional ideas for the use of the revenue sharing funds.
Travis Johnson, 1002 Market St.- said that he feels the primary use for the funds should be to help cover the sewer deficit the City is facing.
There were no other comments from the audience.
Mayor Lotis Hanks closed the public hearing at 6:40 p.m.
Council Discussion- Gary Filpi asked if the money is placed in the General Fund, can it be allocated to another fund at a different time, and Diane Rinks said yes. Edwina Meitzen made a motion to accept the state revenue sharing funds into the general fund. Gary Filpi seconded the motion. There was no more discussion and the motion passed unanimously. An ordinance will be presented to the Council at the next meeting for official adoption.
- 8. CITIZEN INPUT ON NON-AGENDA ITEMS:**

Travis Johnson, 1002 Market St.- said that he wanted to address a couple of comments that were made at the Budget Committee meeting in regards to raising additional revenue for the City. The ideas of selling off part of the land in the watershed and also logging part of the watershed were brought up. Travis Johnson referred to the Watershed Management Plan and it was the opinion of the Watershed Citizen's Advisory Board that additional clear cutting of the watershed was not advised.
Travis Johnson also encouraged the Council to pursue a local gas tax (on the new gas station) to raise additional revenue. Many towns have local gas taxes and he would support a \$.01 per gallon gas tax. If a sewer surcharge on the utility bills is necessary, then he would like to see the debt shared proportionately with services that are on a master meter (ie. Abbey Heights). This cost should be spread among all of the residents in town.

Diane Rinks said that at the Budget Committee meeting, it was the consensus of the committee that logging the watershed or selling off part of the land would not be a viable option for the City to raise additional revenue at this time. Discussion ensued.

Bonnie Pursel, 1333 Adams St.- said that the Heritage Days committee is moving ahead with the plans for Heritage Days. There is not going to be a beer garden this year as it presents too much of a liability. The medieval re-enactors will be returning this year, and the Forest Hills black powder brigade will also be performing this year.

9. DEPARTMENTAL REPORTS:

1) City Administrator report:

Diane Rinks said that most of her time this month has been taken up with the sewer project and the budget. The Council is not able to adopt the new park SDC's yet, because of a change in state law that requires 60-day notice requirements. This will come back before the Council in June.

Bob Cullen asked if we could use the money from the sewer construction fund to make the sewer bond payment and repay it when building occurs (SDC's). Diane Rinks said that the City does not have control of the sewer construction funds. They are held by OECDD and paid to the City on a reimbursement basis.

Bob Cullen asked about the anticipation of SDC's for next fiscal year and Diane Rinks said that it is hard to tell because we don't know how long it will take the subdivisions to get ready for construction. Discussion ensued.

Marianne Mitchell said that she thinks this would be a good time to fill the CUB (Citizen's Utility Board), and wanted to know how the rest of the Council felt about this. Gary Filpi asked about the purpose of the CUB, and Marianne Mitchell said that the committee was to help find a more affordable sewer design and to discuss how the rates could be lowered. Diane Rinks said that she feels that what Marianne Mitchell is talking about is the Council's responsibility to deal with. Discussion ensued.

This will be discussed further under Discussion Item #3.

2) Fire Department report:

There were no questions on this report.

3) Accounts Payable report:

Gary Filpi asked about the payments to Cedar Mountain and Diane Rinks said that those are payments to the Westside Developers. He also asked about the payment to DEQ (Department of Environmental Quality). Diane Rinks said that that is a plan review fee for the Wastewater Treatment Plant plans that were turned in to DEQ by HBH Engineering a few weeks ago.

4) Public Works report:

There was no report.

10. LEGISLATIVE ACTIONS:

1) Ordinance 567- Amendments to Ch. 2 of Municipal Code (Gov. and Admin.):

Bob Cullen made a motion to adopt Ordinance 567, as presented. Edwina Meitzen seconded the motion. There was no discussion. Diane Rinks read the Ordinance by title only- 'An Ordinance Amending Chapter 2 of the Lafayette Municipal Code'. The Council was polled and the motion passed unanimously.

2) Resolution 04-08- Support for grant application:

Diane Rinks said that Skip Wendolowski (City Planner) is presenting this resolution for the Council's consideration. He would like to apply for a grant through DLCDD (Department of Land Conservation and Development) to do a Transportation Refinement Plan for the Industrial Property. The City's share would consist of in-kind (staff time) contributions.

Edwina Meitzen made a motion to adopt Resolution 04-08, as presented. Bob Cullen seconded the motion. Discussion- Gary Filpi said that his concern is that staff time still equates to money. Diane Rinks said that Skip Wendolowski will do a lot of the work during his regular office hours at the City. Bob Cullen said that doing this plan may be a step towards attracting new business to the Industrial area. Gary Filpi said that the Industrial property is owned by an individual, not the City. Diane Rinks said that the City needs this type of document to help identify future expansion (economic development). There was no more discussion, the Council was polled, and the motion passed with Gary Filpi voting nay.

3) Resolution 04-09- CIS Workers Compensation coverage:

Bob Cullen made a motion to adopt Resolution 04-09, as presented. Gary Filpi seconded the motion. Discussion- Diane Rinks said that she wanted to make sure the Council understands that the way the Resolution is presented, the only volunteer coverage the City will provide is for the firefighters. This would eliminate the workers compensation coverage for the other volunteer groups. It is very hard to track time and membership rosters for the other groups and it is a way for the City to save money (it would save about \$1,400 per year). Marianne Mitchell said that she feels the community should take care of its residents and continue the coverage for the volunteers. Bob Cullen said that he doesn't think that this will discourage people from volunteering.

There was no more discussion, the Council was polled, and the motion passed with Marianne Mitchell voting nay.

11. ACTION ITEMS:

1) Planning Commission Appointments:

Mayor Lotis Hanks appointed Stan Hill and Shellie Duvall to the Planning Commission.

Gary Filpi made a motion to accept the Mayor's appointments. Edwina Meitzen seconded the motion.

Discussion- Bob Cullen said that the City is missing an opportunity with Carol Paddock (other applicant), because she has a lot of experience to offer the Planning Commission. Marianne Mitchell said that she agrees with Bob Cullen. Stan Hill has been on the Planning Commission for 12 years and she feels that someone else should have a chance to serve on the Commission. There was no more discussion, the Council was polled, and the motion passed with Marianne Mitchell voting nay.

2) City Council Appointment:

Mayor Lotis Hanks appointed Michael Roberts to the City Council (with a term to expire December 31, 2004).

Bob Cullen made a motion to accept the Mayor's appointment. Edwina Meitzen seconded the motion.

Discussion- Gary Filpi asked Mayor Lotis Hanks if he has spoken to Michael Roberts about the position and he said that he has met with him. Michael Roberts said that he is willing to put in the time and effort needed to serve on the City Council. There was no more discussion, the Council was polled, and the motion passed unanimously.

Diane Rinks swore in Michael Roberts as a City Councilor.

3) Approve environmental assessment:

Diane Rinks said that the Council received a copy of the environmental assessment in the packet. Diane Rinks said that it is important to note that the determination of the study is a 'finding of no significant impact'. Bob Cullen made a motion to accept the environmental assessment for the Wastewater Treatment Plant and authorize the Mayor to sign the document, if necessary. Edwina Meitzen seconded the motion. There was no more discussion, and the motion passed with Michael Roberts abstaining.

4) Workers Compensation Deductible:

Diane Rinks said that the Budget Committee discussed the workers compensation deductible briefly at the last meeting. This year, the City has the option of having part of the insurance premium deferred through a deductible (\$7,000). If the City doesn't have any claims this next fiscal year, then it would result in a \$7,000 savings for the City. If there are claims, then the first \$7,000 would have to be funded up front by the City.

Diane Rinks said that her recommendation to the Council is to renew the workers compensation policy subject to the deductible. The entire premium will be put in the budget, in case there are claims.

Gary Filpi made a motion to renew the City's workers compensation coverage for FY2004-05, subject to the deductible. Edwina Meitzen seconded the motion. Discussion- Gary Filpi said that he would like to see the final premium numbers when they come in. Diane Rinks said that she will provide those numbers to the Council once they are received. There was no more discussion and the motion passed unanimously.

5) Adopt City Administrator Evaluation Process:

Diane Rinks said that the Council needs to adopt a policy for the evaluation of her position that is coming up in May. She has provided the Council with a copy of an administrator evaluation form, which also outlines the process for administering the evaluation. Edwina Meitzen made a motion to adopt the review and evaluation procedure for the City Administrator, as presented. Gary Filpi seconded the motion. Discussion- Marianne Mitchell said that she wants it stated in the process that it is an annual process. Diane Rinks said that the process has to be adopted each year, so it will be done annually. There was no more discussion,

the Council was polled, and the motion passed, with Gary Filpi, Bob Cullen, and Edwina Meitzen voting aye and Marianne Mitchell and Michael Roberts voting nay.

Gary Filpi made a motion to take a 10-minute break. Marianne Mitchell seconded the motion. There was no discussion and the motion passed unanimously. A break was taken at 8:02 p.m. The meeting was called back to order at 8:12 p.m.

12. DISCUSSION ITEMS:

1) Schedule 2nd meeting in April:

Diane Rinks said that she is asking that the Council schedule a second Council meeting in April to deal with the contract and bid documents for the Wastewater Treatment Plant. Roy Loftis, the new sewer plant operator will also be invited to attend so he can be introduced to the Council. Diane Rinks said that she hasn't gotten final approval of the plans from Tim McFetridge (DEQ) yet, but she is hopeful to hear from him in the next couple of weeks, and would like to have the project out to bid the first part of May. The Council scheduled a second Council meeting on April 22, 2004 at 6:30 p.m.

2) Bank Branch in Lafayette:

Added by Gary Filpi under 'Additions and Deletions'.

Gary Filpi said that he would like to start talking to some of the banks in McMinnville to try and spark some interest in building a bank branch in Lafayette. He said that he is willing to pursue this on his own to see what it would take and what type of reception he gets from the banks. The Council thought this was a good idea and encouraged Gary Filpi to pursue this.

3) CUB (Citizens Utility Board) Membership:

Added by Marianne Mitchell.

Gary Filpi asked Marianne Mitchell what she envisions for the CUB. Marianne Mitchell said that she wants to see the committee look into restructuring the City's bond debt, and the possibility of lowering the sewer rates. Bob Cullen said that the committee was chartered with developing a rate study- not lowering the rates. Discussion ensued. Diane Rinks said that she will look into the status of the committee and it will be put on the next agenda for further discussion.

13. COMMITTEE REPORTS:

None received.

Marianne Mitchell said that she would like to see the agenda be more specific. There was some discussion about this and the Council asked staff to include something in the water bills about upcoming topics that the Council will be dealing with.

14. MAYOR'S REPORT:

Mayor Lotis Hanks said that the councilors received a flyer from the Department of Human Services concerning illegal drug labs. The Council asked that this informational flyer be made available at City Hall. Bob Cullen asked if the parks plan is available on the website yet. Diane Rinks said that the City will be purchasing the needed program in the next couple of months so that larger documents like the parks plan and zoning and development code can be made available on the website.

15. REVIEW OF HANDOUT MATERIAL:

None.

16. ADJOURNMENT:

Gary Filpi made a motion to adjourn. Marianne Mitchell seconded the motion. There was no discussion and the motion passed unanimously. The meeting was adjourned at 8:47 p.m.

Minutes approved on this 13th day of May, 2004.

APPROVED:

ATTESTED:

Mayor Lotis Hanks

Diane Rinks, City Administrator