

City of Lafayette
City Council Meeting Minutes
March 8, 2007
6:30 PM

1. CALL TO ORDER: Mayor Darrell Flood called the meeting to order at City Hall at 6:32 p.m.

2. FLAG SALUTE: Mayor Darrell Flood led the flag salute.

3. ROLL CALL: Diane Rinks, City Administrator, called the roll.

Present: Mayor Darrell Flood, Lisa Heatherly, Michael Roberts, and Matt Smith.

Absent: Jim Rue, Bob Cullen and Art Bixman

City Staff Present: Diane Rinks- City Administrator, Jamie Rhodes- City Clerk

Others: Tim Svenson, Sarah Flood, Angela Flood, Mary & Chris Heisler, Shane & Rachel Fowler, Randy & Alicia Kashka, Beth & Chris Pagella, Joe Favata, Fred Owen, Don Leard, Suzi Lorence, Leah Harper and approximately 3 others.

4. APPROVAL OF MINUTES:

Mayor Darrell Flood stated he wanted the word 'informational' added to 'Council Agendas' in the Mayor's Report.

Michael Roberts made a motion to approve the February 8, 2007 minutes with corrections. Matt Smith seconded the motion. There was no discussion and the motion passed unanimously.

5. REVIEW PROCEEDINGS AND APPROVE MINUTES OF SPECIAL MEETINGS:

None.

6. ADDITIONS AND DELETIONS:

Mayor Darrell Flood said that he wanted to add Action Item 11(2) City Assistance Program and Item 11(3) Stop Sign at Monroe Street. There were no other additions or deletions.

7. PUBLIC HEARINGS:

None.

8. CITIZEN INPUT ON NON-AGENDA ITEMS:

Chris Pagella, 446 E 16th Street Lafayette, asked about references made in previous meetings to lack of resources for certain items, and whether or not those were being addressed from a budgetary standpoint. Diane Rinks briefly explained budgeting and what process staff, Council and the budget committee goes through to determine funding for projects and city needs.

Fred Owen, 229 8th Street Lafayette, commented on the City of Sheridan's code enforcement officer, as noted in the News-Register.

Chris Heisler, 1407 N Madison Street Lafayette, asked about the budget with regard to the water system. Diane Rinks stated that during the years 2001 to 2005, there were improvements done to the water system with total costs just over \$4 million. She gave an explanation of the water bonds and costs related to repayment of them.

Leah Harper, 241 E 16th Street Lafayette, asked if the City Budget was a public document and if she could obtain a copy.

Alicia Kashka, 1520 N Jefferson Street Lafayette, asked about water improvement projects, water access for fire fighting, and park improvements. Diane Rinks discussed some of the proposed water system improvements, UGB expansion and SDC funding for park land.

Rachel Fowler, 1505 N Jefferson Street Lafayette, asked about embezzlement rumors and if it was investigated. Diane Rinks stated that she was not aware of any allegations of embezzlement ever occurring.

Chris Pagella, 446 E 16th Street Lafayette, asked if sewer system improvement costs were included with the water system improvement costs. Diane Rinks stated they were separate items.

Suzi Lorence, 346 E 16th Street Lafayette, asked about availability of grant funds for city improvements. Diane Rinks reviewed some of the grants the City has received.

Chris Heisler, 1407 N Madison Street Lafayette, asked about the sewer bond amount and interest rate.

Chris Pagella, 446 E 16th Street Lafayette, asked about costs to operate the new wastewater treatment plant.

9. DEPARTMENTAL REPORTS:

1) City Administrator report:

Diane Rinks gave an update on the WWTP project. There was a discussion on operating costs for the plant. Michael Roberts asked if the PVC piping had been replaced with stainless steel. Diane indicated that it had not been completed.

Diane stated that the Water Master Plan has been sent to the State for approval, and as soon as their approval is completed, the City can go out for bid on the new wells in the Dayton well field. There were no other questions on this report.

2) Accounts payable report:

There was no discussion on this report.

3) Public Works report:

Mayor Darrell Flood asked about placement of the logo on the Public Works truck. Diane Rinks stated that a logo sticker would have to be purchased. Michael Roberts stated that he did not feel money should be spent for that, and the truck was fine the way it is.

Diane Rinks stated that calibration of the effluent meters had been done, and was found that a probe needed to be replaced. There was no further discussion.

4) Fire Department report:

There was no discussion on this report.

5) Sheriff report:

Sergeant Tim Svenson provided report copies to the Council. He discussed some changes that would be taking place within the Sheriff's department and the benefits to the City and residents. Michael Roberts asked about crosswalk enforcement. Sgt. Svenson discussed some grants that are available to the Sheriff's department for increased enforcements. There was discussion on enforcement of speed zones.

Don Leard, 437 4th Street, asked Sgt. Svenson about an accident that occurred in August 2006. Sgt. Svenson stated that the case had been referred to the District Attorney's office and he was not aware of the status.

10. LEGISLATIVE ACTIONS:

None

11. ACTION ITEMS:

1) Appointment to Planning Commission:

Mayor Darrell Flood stated there were two applications received for Planning Commission position. He indicated he would like to appoint Chris Heisler to the Planning Commission. There was no motion made by the Council. Mayor Darrell Flood nominated Michael Bilbrey to be appointed to the Planning Commission. Michael Roberts made a motion to accept the Mayor's nomination to appoint Michael Bilbrey to the Planning Commission. Matt Smith seconded the motion. The Council members discussed their reasoning on appointing Michael Bilbrey. The motion passed unanimously.

2) City Assistance Program:

Mayor Darrell Flood stated that in an effort to have the City Council and staff work together better as a team, he would like to have Jennie Messmer from the League of Oregon Cities conduct a City assistance work session. This session is to provide Council and staff a good understanding of their rights, responsibility and liabilities. She will set a date for the session and create an agenda after conducting phone interviews with Council members. Mayor Flood called for a motion to approve this session. Matt Smith made a motion as stated. Lisa Heatherly seconded the motion.

Lisa Heatherly asked if this session would be for someone to come in and meet with the staff during business

hours. Mayor Flood stated that she would talk with staff and then with Councilors, and a work session would follow, which involves some of the staff and all Council. Matt Smith asked if this was something that had been done before. Diane Rinks stated it had not during her time with the City. Michael Roberts indicated he was concerned about doing this during budget season when staff is stretched thin. Diane Rinks asked Mayor Flood to clarify whether this would be a training session or a work session, which would be a public meeting. Mayor Flood said he perceived it being a work session. There was discussion as to whether this would be held as a training session and when it would take place. Diane Rinks indicated that staff other than her would not be involved in a training session with Council members. Mayor Flood called for a vote on the motion to have a training session with the League of Oregon Cities. The motion failed with Lisa Heatherly and Michael Roberts voting nay.

There was discussion whether or not Mayor Flood intended on having all of staff included in the meeting. He stated that his intent was just for City Administrator Diane Rinks to attend. Matt Smith stated that he felt they did not have all of the information in front of them to make a decision; he agreed with having a training session if the Mayor could gather more information on this session. Mayor Darrell Flood called for a new motion to contact Jennie Messmer and see what date(s) and time(s) are available for her to meet with Council to have a training session. Lisa Heatherly made a motion as stated by the Mayor. Matt Smith seconded the motion. Diane Rinks stated that the Council cannot deliberate toward a decision on any City business outside a public meeting. This would include the Mayor contacting members of the Council by phone or email to take a vote on having this training session. Diane suggested that a motion could be made directing the Mayor to find the additional information, set a date and contingent upon that being acceptable to all of Council, to meet on the date that is determined. Mayor Flood called for a vote on the motion. The motion failed with Michael Roberts, Lisa Heatherly and Matt Smith voting nay. Michael Roberts made a motion as stated by Diane Rinks. Matt Smith seconded the motion. The motion passed unanimously.

There was a discussion of conducting a time audit. Mayor Flood directed Diane Rinks to place this on the next agenda for further discussion.

3) Stop Sign at Monroe Street:

Mayor Darrell Flood indicated that Wascher Elementary School Principal Kyra Donovan expressed concern about pedestrian safety at 7th Street Extension and Monroe Street. She would like the City to create a three-way stop at that intersection. Tim Svenson, 682 E 16th Street Lafayette, expressed concern about causing more of a traffic hazard than the school wants. He suggested discussing this matter with the City Engineer prior to placing any stop signs.

Michael Roberts made a motion to have the City Engineer look into the placement of a stop sign at 7th Street Extension and Monroe Street. Lisa Heatherly seconded the motion.

Diane Rinks stated that she has discussed the situation with Kyra Donovan, and had planned on looking at options with the City Engineer in the following week. Discussion ensued. Mayor Flood called for a vote on the motion. The motion passed unanimously.

12. DISCUSSION ITEMS:

1) Statement of Economic Interest:

Diane Rinks stated that the Council is required to file a Statement of Economic Interest with the Oregon Government Standards and Practices Commission. This must be filed by April 16 or they may be liable for civil penalties up to \$1000.00 and/or suspension from performing official duties.

2) Council Liaisons:

Diane Rinks stated that the City Attorney would like to be present to discuss this matter with Council. Michael Roberts made a motion to table this item to the next meeting. Lisa Heatherly seconded the motion. There was no further discussion and the motion passed unanimously.

13. COMMITTEE REPORTS:

1) Heritage Days:

Angela Flood, Chairperson, indicated that the committee needed additional funds to be able to organize fundraisers for the 2007 Heritage Days event. The committee is asking for a \$600.00 budget transfer to provide the needed funds. They would like a list of services provided to Heritage Days by City staff; they would like a process set up for the reporting of Heritage Days expenses to staff; they would like to request repairs done to the Community Center, with some of the work being done by volunteers.

Suzi Lorence, 346 E 16th Street Lafayette, stated that Lafayette has a wonderful history and she would like to see that restored.

Diane Rinks clarified that the only way to allocate additional funds for Heritage Days in this fiscal year is do to a budget transfer out of the General Fund contingency. She stated that the Council can direct her to do a budget transfer resolution for the next meeting, if they choose.

Michael Roberts indicated that previously, Heritage Days was an event done strictly by volunteer efforts; they got into a financial pinch one year and the City agreed to fund the event. Then they stopped getting donations and continued to rely on the City for funding. He stated that two years ago, volunteers were able to put on the entire event without any funding from the City. He is against using tax payer money to fund this event when it has been done strictly by volunteers in the past. There was discussion on fundraising ideas.

Diane Rinks gave an explanation of why Heritage Days has been included in the City budget and covered under the City's insurance. Discussion ensued.

Council directed Diane Rinks to create a Budget Transfer Resolution, transferring \$600.00 from the General Fund Contingency to the Heritage Days Fund. This resolution will be discussed at the next meeting.

14. MAYOR'S REPORT:

Mayor Darrell Flood stated that there was low turnout at the business meetings he held; he is still posting informational agendas; he attended a Mayor Coalition meeting where mayors signed a letter against SB 400; he attended Mayors Day at the Capitol; he encouraged everyone to attend the Government 101 class; he stated that he has asked staff to provide the invoices with the checks he signs.

15. REVIEW OF HANDOUT MATERIAL:

Mayor Darrell Flood stated he received 2 emails regarding traffic and safety. He indicated there was a request from a citizen about changing the council meetings to 7:00 p.m. Matt Smith stated that because of the length of recent meetings, he would be opposed to making meetings later.

Diane Rinks reminded the Council that Budget meetings will be held on Wednesday nights, starting April 4.

16. ADJOURNMENT:

Lisa Heatherly made a motion to adjourn. Matt Smith seconded the motion. There was no discussion and the motion passed unanimously. The meeting was adjourned at 9:32 p.m.

Minutes approved on this 12th day of April, 2007.

APPROVED:

ATTESTED:

Mayor Darrell Flood

Diane Rinks, City Administrator