

NOTICE OF PUBLIC MEETING LAFAYETTE CITY COUNCIL

DATE & TIME: Thursday, 10 February 2011 – 6:30 p.m.
PLACE: Lafayette City Hall, 486 Third St., Lafayette, Oregon

Regular Meeting A G E N D A

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE
5. MINUTES FROM PREVIOUS MEETINGS
 - a. July 8, 2010 Council Regular Meeting Minutes
6. ADDITIONS TO OR DELETIONS FROM AGENDA
7. CITIZEN INPUT ON NON-AGENDA ITEMS:

Welcome! Public participation is encouraged. To address the Council on matters related to City government that are not necessarily on the meeting agenda, please raise your hand to be recognized by the Mayor and state your name and address for the record. All testimony is electronically recorded. If you wish to speak during the meeting on a specific agenda item, please wait for that topic to be called by the Mayor, then raise your hand to be recognized. A time limit may be imposed by the Mayor, who shall Chair the meeting and maintain Council meeting decorum.

8. ACTION ITEMS:
 - a. Appointment to Budget Committee (1)
 - b. Appointment to Yamhill County Transportation Area Advisory Board
 - c. Resolution 2011-06 Planning Commission Authorization
 - d. Resolution 2011-07 Appropriations Transfer of General Funds from Materials & Services to Personal Services for Temporary Parks Maintenance Employee
9. DEPARTMENT REPORTS:
 - a. Public Works
 - b. Accounts Payable
 - c. Fire Department
 - d. Administration
10. COMMITTEE REPORTS
11. MAYOR'S REPORT
12. ADJOURNMENT

The Council Chambers is accessible. If you need an accommodation to attend or participate in a meeting, please notify the City at (503) 864-2451 at least 24 hours prior to the meeting. Any proposed ordinance is available for public inspection at City Hall.

City of Lafayette
City Council Meeting Minutes
July 8, 2010
6:30 PM

1. **CALL TO ORDER:** Mayor Chris Heisler called the meeting to order at City Hall at 6:30 p.m.
2. **FLAG SALUTE:** Mayor Chris Heisler led the flag salute.
3. **ROLL CALL:** Trena McManus, City Administrator pro tem, called the roll.
Present: Mayor Chris Heisler, Nicholas Harris, Leah Harper, Dean Rhodes, Michael Roberts, and Chris Pagella (arrived at 6:32 p.m.).
Absent: Bob Cullen.
City Staff Present: Trena McManus – City Administrator pro tem, Jim Anderson- Public Works Foreman, and Cindy Phillips (City Attorney- Jordan Schrader).
Others: Chris Harper, Mary Heisler, Angela Flood, Darrell Flood, Debbie Schley, and approximately 3 others.
4. **APPROVAL OF MINUTES:**
The Council had not had a chance to review the minutes (June 10, 2010) since they were not completed until the day of the meeting, so the adoption of the minutes will be postponed until the next meeting.
5. **REVIEW PROCEEDINGS AND APPROVE MINUTES OF SPECIAL MEETINGS:**
The Council had not had a chance to review the minutes (June 22, 2010) since they were not completed until the day of the meeting, so the adoption of the minutes will be postponed until the next meeting.
6. **ADDITIONS AND DELETIONS:**
Michael Roberts said that he would like to add an agenda item to revisit the Public Works Foreman salary range and job description. The Council unanimously agreed to add this agenda item. It will be included in the Public Works Departmental report (agenda item 9(4)).
There were no other additions or deletions.
- 7.a. **PRESENTATIONS:**
None.
- 7.b. **PUBLIC HEARINGS:**
None.
8. **CITIZEN INPUT ON NON-AGENDA ITEMS:**
Darrell Flood, 287 Canyon View Drive – discussed public record requests from May 2007, January 2008, April 2010 and discrepancies with costs associated to those requests.
Debbie Schley, 1512 Jefferson Street – stated that she would like additional information on the advisory committees/task forces established by Mayor Heisler, and would like to see more citizen involvement with those committees. She presented documents to the Council relating to Mayor Heisler.
Linda Lyon, 1143 N. Madison Street – invited everyone to a picnic on Saturday, August 28 at Perkins Park, being put on by Lafayette Citizens Fund. She requested that the Council waive the need for non-profit groups to have insurance in order to hold events at the Community Center and City parks.
Chris Harper, 241 E. 16th Street – discussed water production data and rates; reviewed written data/handouts with Council.
Debbie Schley, 1512 Jefferson Street – asked why Dayton had not been included in discussions with Council and the water task force so that they had an opportunity to answer accusations.
Angela Flood, 287 Canyon View Drive – stated she would like to see a joint meeting between Lafayette and Dayton Councils to discuss water issues and the joint project.
Patricia Rhodes, 257 W. 14th Street – asked Mayor Heisler to cite when, in a past Council meeting, he had called for a joint meeting with Dayton and why had he not discussed these matters with the 4 Council members that are not a part of his group.

There was discussion among Council, Public Works Foreman Jim Anderson and members of the audience regarding the water task force. Councilor Harris stated that he felt the information collected or discussed by the water task force should be brought before the Council and be made public. He requested that the Mayor bring before the Council an officially recognized committee that will be subject to public record laws and under the City Charter. The Mayor stated that these people (water task force) are meeting and exercising their first amendment rights. Argument ensued.

9. DEPARTMENTAL REPORTS:

1) Sheriff's report:

Sergeant Brandon Bowdle said that he wasn't able to get a report to the Council this month because the Sheriff's Office is changing software systems, but he will provide two reports next month. He also introduced Deputy Angie Elder, who will be taking over as Code Enforcement Officer for Lafayette.

2) City Administrator report:

Trena McManus said that she would like to order a drinking fountain for Perkins Park and asked the Council which one of the examples that the Council would prefer. Councilor Pagella asked what made that model vandal resistant. Councilor Roberts suggested purchasing a model with a flow meter. The consensus of the Council was to order a vandal resistant, ADA accessible fountain.

A few members of the Lafayette Plantation HOA submitted suggestions to the Council for naming the Tract F park. The most popular suggestion was Plantation Park. Dean Rhodes made a motion to name the park at 14th/Crammer (Tract F) Plantation Park. Michael Roberts seconded the motion. There was no discussion and the motion passed unanimously.

3) Accounts payable report:

Councilor Pagella asked about two payments to C & D Landscape and if that completed payments. Trena McManus indicated that those were the final payments. The play equipment has been ordered and paid for; delivery was expected within the next week and the fencing would remain around the play structure area during installation. Councilor Rhodes discussed fencing at Veterans Park along Bridge Street to stop items from entering the street while children are playing. There was discussion on watering at Veterans Park.

4) Public Works report:

Councilor Pagella asked if someone was taking minutes at the staff safety meeting. Public Works Foreman Jim Anderson indicated that minutes are taken. Councilor Pagella asked Jim if he had met with Jeff Berry at GSI. Jim indicated that he had recently met with him but Mr. Berry's report was not completed yet; he was still compiling data received since the last report in 2006. There was discussion on telemetry work being conducted by Portland Engineering (from RFP conducted by City of Dayton) for the wells, reservoir and treatment plant.

Councilor Rhodes indicated an article in the News-Register stated two weeks ago, Lafayette did not have enough water to fight a fire. He asked Jim Anderson to explain why that was the case, based on Lafayette's water production numbers provided by the water task force. Jim Anderson explained that there was enough water to fight a fire, but not enough to sustain firefighting efforts for very long. He stated that it was on a Sunday, which historically is the highest water demand day, and the water levels in the reservoir start to fall. Mayor Heisler asked Jim if he was including water in the reservoir in Dayton. Jim stated he was not; he was not aware of what the Dayton reservoir level was on that particular day. Mayor Heisler asked Jim Anderson and Trena McManus about a new 1.5 million gallon reservoir that was supposed to be constructed with funds from the bond sale, which was voted for in 1997. Trena stated that she does not know what was stated in the ballot title pertaining to the bond sale.

Councilor Roberts asked about the testing of city water and if there were any spikes in chlorine residual levels. Jim Anderson stated that in December 2009, the State made changes to chlorine monitoring and the City is monitoring residual levels on a daily basis, in addition to all other required testing. Darrell Flood asked if Bluebird Spring is still producing. Jim stated yes, all three springs were still producing. Al LeMay, 1155 Madison Street, asked if the City was required to chlorinate its water. Jim Anderson stated that the State does require chlorination.

Councilor Roberts stated that he wanted to bring the matter of the Public Works Foreman job description and salary range back to the Council because he believes that the matter got skewed a bit before; some thought it was to rewrite the description to include new duties taken over after the retirement of Diane Rinks. It was actually a rewrite to reflect what Jim Anderson, as Foreman, had been doing for the last several years. He stated that he feels the Council should adopt the new description. Councilor Pagella indicated he feels the job description is consistent with what Jim has been doing over the last two years or longer. There was discussion on the salary range. Michael Roberts made a motion to adopt the new job description for the Public Works Foreman along with the salary range that was adopted at the last meeting to make it permanent. Dean Rhodes seconded the motion. Councilor Harper asked if this meant the Council would vote on it next month. She was told no, they were voting on it right now. There was no more discussion and the motion passed unanimously.

5) Fire Department report:

Councilor Pagella asked about an expenditure for the Fire Department. Trena McManus stated that the Fire Department is a subsection of the General Fund. There are specific line items for revenue and expenditure for the Fire Department. There were no further questions on this report.

10. LEGISLATIVE ACTIONS:

1) Resolution 2010-08- Amend Council Rules:

Dean Rhodes made a motion to adopt Resolution 2010-08, as presented. Nicholas Harris seconded the motion. Discussion – Councilor Harper stated that previously all Council members had access to the City Attorney and this was changed in 2003 to limit it to the Mayor and City Administrator. She stated that the Mayor is referred to as Honorable Mayor and is distinguished from the rest of the Council, he is considered differently. She said it was inappropriate to remove that authority from the Mayor and she feels it was done for personal reasons. She questioned if a City Administrator is making accusations against a Council member, is the Council entitled to a full written report on that matter. Attorney Cindy Phillips, Jordan Schrader, stated that any written response would be sent to all members. Councilor Pagella clarified that it is not saying the City Administrator is making the decision on whether or not the attorney is called, it is saying that any one of the Council members who wants information from the attorney filters it through the City Administrator, and that it does not jeopardize the Mayor's authority or power in any way. He would like to see refinement on what the attorney is contacted for. Councilor Roberts stated that he does not feel this is being done for personal reasons or out of hatred for the Mayor.

Debbie Schley stated that previous City Administrator Justin Boone had received an email from Mary Heisler asking him to use the Mayor's personal email rather than his City email, and that caused trust issues for citizens. Mary Heisler, 1407 N Madison, stated that Justin Boone had called their house one day trying to reach Mayor Heisler. He was out of town working so she gave Mr. Boone his work email to contact him. She stated that others have contacted him on his personal cell phone when he has been needed.

Marie Sproul, 1282 3rd Street, asked if the change was to limit Chris Heisler's authority to contact the City Attorney, or was it to limit the Mayor of Lafayette position. She stated that the Mayor has authority given by the Charter and that should not be taken away. Councilor Rhodes stated that they are not changing the Charter; this is to change the Council Rules.

Mayor Heisler indicated there was a motion on the floor and asked if there was any other discussion. Councilor Harper asked if she wanted to contact the Attorney, she would go through the City Administrator first. There was no more discussion, and the motion passed, with Leah Harper voting nay.

2) Resolution 2010-09- Amend Community Center Agreement:

Dean Rhodes made a motion to adopt Resolution 2010-09, as presented. Michael Roberts seconded the motion. Discussion- Chris Pagella asked about groups providing proof of non-profit status when using the center. Trena McManus stated that the Council had made the decision to allow the City Administrator to determine if fees should be waived on a case-by-case status. There was no more discussion and the motion passed unanimously.

11. ACTION ITEMS:

1) Award contract for Lafayette Spring modifications:

City Engineer Denny Muchmore, Westech Engineering, informed the Council that the State of Oregon is requiring that the City either upgrade Lafayette Spring to State standards or quit using it. The modification design has been approved by the State and is now before the Council to award the contract to the low bidder. Denny stated that the last improvements appeared to have been done in excess of 50 years ago. He explained that a combination of the type of materials used in the draw area, as well as previous modifications that no longer meet state requirements are what necessitates the upgrades. The existing fill that is behind the concrete dam is being excavated out and refilled with drain rock and high-density polyethylene liner that meets current Health Division standards. It will be sealed to prevent infiltration of ground water.

Michael Roberts made a motion to authorize the City Administrator pro-tem to enter into a contract with Jim Smith Excavating for modifications to Lafayette Spring, in an amount not to exceed \$94,590. Dean Rhodes seconded the motion. There was no more discussion and the motion passed unanimously.

2) Approve Council newsletter for distribution:

Councilor Rhodes noted some grammatical errors with the newsletter. Council discussed clarifying the information provided on the odd/even watering ordinance and the recall election.

3) Renewal of contract with Yamhill County Sheriff's Office for FY10-11:

Councilor Harper asked about the cost-of-living adjustment noted on page 3. Trena McManus indicated that the City is still waiting for that information; the Sheriff's Office has not completed labor negotiations and until they do, that information will not be available. They will send an updated spreadsheet with the corrected costs.

Dean Rhodes made a motion to authorize the Mayor to sign the agreement with the Yamhill County Sheriff's Office for police services from July 1, 2010 to June 30, 2011, in the amount of \$194,849.33. Chris Pagella seconded the motion. There was no discussion and the motion passed unanimously.

4) Donation requests from Your Community Mediators, CERT, and Yamhill Basin Council:

Councilor Rhodes stated that Trena McManus recommended not spending more than \$3000; if the City gave \$600 to Your Community Mediators, \$100 to the Yamhill Basin Council, \$2000 to the Emergency Response Team and \$300 to YCAP that would be the \$3000. Councilor Harper discussed donations that Dayton makes (according to their City Council minutes) and she feels that more money should be given to agencies or groups that focus on Lafayette, such as CERT, and community events. Councilor Roberts said he feels CERT should be given the full amount of what they have requested. Discussion ensued.

Al LeMay, 1155 N Madison Street, stated he feels any money donated by the City should be kept within the city, to impact the community.

Mary Heisler, 1407 N Madison Street, asked if there was an application that could be filled out by groups seeking donations from the City.

Darrell Flood, 287 Canyon View Drive, asked if it was possible to get a list from CERT of what their needs are.

Marlena Bertram, Executive Director of Your Community Mediators, stated that they provided services this last year for community, family, juvenile victims and offenders, and small claim cases; the operational expenses and volunteer commitment hours have totaled over \$1700.00. The Yamhill County Sheriff's Office refers many cases through them for mediation, saving substantial officer hours. In 2009, there were 26 residents of Lafayette that took advantage of their services.

Debbie Schley, 1512 Jefferson Street, commented on the services that Yamhill Basin Council provides.

Michael Roberts made a motion to donate \$2,951 to the Lafayette CERT (Community Emergency Response Team) team. Nicholas Harris seconded the motion. Councilor Harper said she would rather see the donation be \$2000 and allow the community to donate other items that CERT may need. Discussion ensued and the motion failed, with Michael Roberts voting aye, and Leah Harper, Dean Rhodes, Chris Pagella, and Nicholas Harris voting nay.

Dean Rhodes made a motion to donate \$2,000 to the Lafayette CERT Team, \$600 to Your Community Mediators, \$100 to the Yamhill Basin Council, and \$300 to YCAP (Yamhill County Action Partnership). Chris Pagella seconded the motion. There was no more discussion and the motion passed, with Michael Roberts voting nay.

5) Approve contract for translation services:

Council discussed having the ability to reach non-English speaking residents with City news and events; currently, the City is possibly not reaching 25% of the community that is Spanish speaking. The Council discussed the cost of translation services and the terms of the contract. Attorney Cindy Phillips indicated that the Municipal Court is responsible for providing an interpreter who can adequately relay information to a defendant and back to the Judge.

Marie Sproul, 1282 3rd Street, stated that there is also a telephone translation service available, which would provide assistance for many languages.

Dean Rhodes made a motion to authorize the City Administrator to enter into a contract with Christine Amiel for Spanish translation services. Chris Pagella seconded the motion. There was no more discussion and the motion passed, with Michael Roberts voting nay.

The consensus of the Council (with Michael Roberts voting nay) was to have the newsletter translated on a monthly basis.

A five minute break was taken at 8:50 p.m. The meeting was called back to order at 9:12 p.m.

6) Accept proposal from Western Oregon Waste yard debris pickup program:

Ginger Emrick, Western Oregon Waste, provided information on the new yard debris pickup program. Customers would be provided a 90-gallon cart, serviced every-other-week, for \$9.25 per month. WOW is currently looking for at least 40 customers from Lafayette in order to continue this service after the first year. Discussion ensued.

Michael Roberts made a motion to authorize the yard debris pickup program offered through Western Oregon Waste to be made available in Lafayette. Dean Rhodes seconded the motion. There was no more discussion and the motion passed unanimously.

7) Approve Planning Services contract with MWVCOG:

Councilor Harper stated that she thought Lafayette had planning services from Newberg. Trena McManus clarified that the City contracts with the City of Newberg to provide building inspection and plan review services. Planning services are provided by Jim Jacks, who is employed with MWVCOG. This is a budgeted item; the contract is the same as the previous year and for same cost.

Dean Rhodes made a motion to authorize the City Administrator pro tem to sign the planning services contract with the Mid-Willamette Valley Council of Governments for FY10-11. Chris Pagella seconded the motion. There was no discussion and the motion passed unanimously.

8) Planning Commission appointments:

Mayor Chris Heisler appointed Gordon Cook to the Lafayette Planning Commission, with a term to expire December 31, 2011.

Dean Rhodes made a motion to accept the Mayor's appointment. Leah Harper seconded the motion. There was no discussion and the motion passed unanimously.

Mayor Chris Heisler appointed Jesse Huffman to the Lafayette Planning Commission, with a term to expire December 31, 2011.

Dean Rhodes made a motion to accept the Mayor's appointment. Nicholas Harris seconded the motion. There was no discussion and the motion passed unanimously.

9) Water refund:

Councilor Roberts stated that he requested this be placed on the agenda due to the letter sent to residents from the Water Task Force and Mayor, stating that the City is overcharging \$600,000.00 a year for water services. He asked if they knew how long this had been going on. Councilor Pagella asked if there was a copy of the letter. Councilor Rhodes read from the letter "it costs approximately \$1,000,000.00 a year to pay for our water and sewer debt and run our water and sewer facilities, and citizens are paying approximately \$1.6 million in water and sewer charges. This is more than \$600,000.00 per year than required to maintain our water facilities." Mayor Heisler asked Councilor Roberts if he was recommending the City make a refund of \$600,000. Councilor Roberts stated he would like to know how many years there has been an overcharge. Mayor Heisler stated that the budgets for the last 4 years have show unappropriated funds in the water and sewer bills anywhere between \$400,000 and \$600,000. He indicated that he would recommend a 10% reduction in the rates. Councilor Roberts stated that \$600,000 would be a third of the amount charged, so the City should reduce the rates by 1/3 and refund the \$600,000 from the last 5 years. Councilor Rhodes said that the letter mentions it only costs \$1 million a year to pay our water and sewer debt and run the water and sewer facilities, but after the last budget process, it is actually \$2 million for all of those items; he believes the Mayor was using amounts of water and sewer revenue against just running the water system, not including the sewer system. Discussion ensued.

Councilor Harris asked former Councilor Matt Smith about previous Council discussions regarding the placement the 1.5 million gallon reservoir at the Jefferson Street site, and possible issues with topography of the property and telemetry problems. Former Councilor Smith stated that it would have been about 3 ½ years ago that the Council went over the history of the site. There was an engineering report done; he doesn't know if

it was due to the fact that the project was extremely over budget compared to the initial projections when the bond was done or if they just could not fit a reservoir at that site, or a mix of the two. His understanding is that Dayton was in the same situation at the time, and the two cities Councils came together and joined in the intergovernmental agreement that gave the cities the reservoir in Dayton and the wellfield. It was determined to be the best way to get a reservoir and expanded water resources. He stated there is an engineering report in the record from late '90s or early 2000 that would explain why the reservoir could not be placed at the Jefferson Street site; that was his recollection of the discussions.

Councilor Harris stated that because this matter is such a hot topic, he would like to see the Mayor appoint a committee that the Council will officially recognize, so that these discussions can take place and be on public record. He would like to see Council work with Dayton on these matters and try to move forward to resolution. Discussion regarding the bond and deletion of the reservoir project ensued.

Councilor Harper asked Councilor Roberts if he had any suggestions on how to refund the money. Councilor Roberts asked Trena McManus how much money (he clarified unappropriated money in all funds) was available in the budget and how many customers there were. He is proposing that the City refund back to the customers the amount from the Mayor's and task force's findings, equal to ten years worth, along with a 30% reduction in rates. Councilor Harper said that would bankrupt the City; she asked if unappropriated funds could be spent. Mayor Heisler stated the funds would have to be appropriated in the next fiscal year budget. Councilor Roberts asked Trena McManus what could be refunded to the customers this year. She indicated that there is no money appropriated for such matters. Councilor Roberts indicated the Council could consider a rate reduction. Trena stated that the Council has the authority to set whatever rates they want; whether or not the City will be able to pay bills and the bond payment at the end of the year, as well as maintain one year reserves for the bond payments, she doesn't know. If the City doesn't meet those requirements, the State can mandate where the rates are set at. She stated that the \$1.6 million unappropriated is spread across all funds; there is currently over \$800,000.00 unappropriated in the water and sewer debt funds, which the City is required to keep in those funds. The State requires for one of the funds the City keep 105% of the annual debt payment in reserves, the other is 100%. That is the unappropriated ending fund balance that cannot be used for other purposes; it must be maintained for the life of the bonds.

Darrell Flood stated that he has come to council meetings over the last several years, telling them that rates did not need to be raised. He said he would like to see a water task force look at the rates in a serious fashion, bringing this information in, find out where we are at, and find out if we are being overcharged, undercharged, or charged the right amount. He wants an official committee established that follows public meeting laws, allows public to make suggestions, and get it fixed.

Councilor Roberts commented again on reducing rates 30%. Councilor Pagella questioned that he would do that without a single fact being presented other than the letter from the Mayor. There was discussion among audience and Council. Councilor Harris called for point-of-order. Councilor Pagella indicated to the Mayor that there needed to be some order at the meeting; they are not taking care of business, people are off on tangents and they are listening to the same arguments over and over again. He called for a work session and to move on.

Councilor Harris asked Councilor Pagella if he was in favor of establishing an official water committee; he indicated yes. Councilor Roberts and Harper also expressed agreement with establishing a committee. Councilor Harris asked that staff is directed to start accepting applications for a water board committee so that at the next council meeting, the Mayor can make recommendations to the Council. Trena stated that the Council would have to pass a resolution or ordinance to establish an official committee first.

12. DISCUSSION ITEMS:

1) Referendum of Ordinance 605- odd/even watering:

Councilor Harper stated she requested this item be placed on the agenda to discuss whether or not the ordinance could be enforced prior to the election. She commented that the State Elections office told her the City could not enforce the ordinance. She said a resident also asked her if the referendum could be stopped. She stated that per the Elections office, once it goes to ballot it can't be stopped. It has to go before the voters. She would like to see education of the residents on water conservation rather than mandatory restrictions.

There was discussion on the enforcement of the ordinance. Attorney Cindy Phillips reviewed the Constitutional provisions for referendum. She stated that there is no reference in the statutes as to what happens with an ordinance when a referendum has been filed. She indicated that a reasonable interpretation of the Constitution would allow the City to enforce the ordinance, aside from what the Elections office has stated. Discussion ensued.

2) Community Center improvements:

The Council discussed proposed improvements to the community center, as presented by Linda Lyon. Councilor Pagella stated the City should budget for a new center rather than put money into improving the existing. Mayor Heisler stated that in discussions with the Fire Chief, there were concerns about allowing cooking at the center. Councilor Pagella stated he would like to see a long-term plan implemented, and provisions for maintaining the existing center until the long term plan can be achieved. Discussion ensued. Fire Chief Terry Lucich stated that the community center is a 1980's mobile home with limited-to-no fire protection. He stated the City would have no control over what people cooked in the center, and it could lead to a hazard. He said it is not safe without providing adequate fire protection.

3) Archiving public documents:

Trena McManus informed Council that she has gathered some information on having records digitized and archived, and provided that information in writing to Council. Discussion ensued. Councilor Harris asked Attorney Cindy Phillips if it was possible to have citizen volunteers assist with digitizing. She said she would not recommend that. She said the City needs to have an independent contractor who understands archiving procedures and laws, and to protect from confidential matters or records being leaked. The Council asked Trena to obtain additional information.

4) Confirm date for Interim City Admin. Interviews:

The meeting to conduct the Interim City Administrator Interviews will be on Thursday, July 22, 2010 at 6:30 p.m.

5) New Legal Counsel:

Mayor Chris Heisler said that he requested this agenda item, but due to the late hour, he would be willing to defer this agenda item to the next meeting.

13. COMMITTEE REPORTS:

None.

14. MAYOR'S REPORT:

None.

15. REVIEW OF HANDOUT MATERIAL:

None.

16. ADJOURNMENT:

Dean Rhodes made a motion to adjourn. Nicholas Harris seconded the motion. There was no discussion and the motion passed unanimously. The meeting was adjourned at 10:31 p.m.

Minutes approved on this 10th day of February, 2011.

CERTIFIED:

ATTESTED:

Mayor Chris Heisler

Assistant City Administrator

8(a)



Lafayette City Council

Meeting Date: February 10, 2011

Agenda Item: Appointment to the Budget Committee

Requested Council Action:

Make one appointment to the Budget Committee for a one (1) year term that expires in December of 2011.

Staff Recommendation:

None.

Background:

A copy of the applications for Volunteer Service received as of 3:00 pm on Thursday, February 3, 2011, are attached for your reference.

There is a total of one (1) vacant position available on the Budget Committee for a one (1) year term. The reason there is one position vacant for a one (1) year term is because Trevor Higby was elected to the City Council.

The applicants are as follows:

Wendell Tuinstra
Debra Owens

Alternatives:

Council may determine to postpone the appointment at this time.

Financial Impact:

None.

Suggested Motion:

"I move to nominate the appointment of _____ to the Budget Committee to serve a one (1) year term that expires in December of 2011.

CITY OF LAFAYETTE
APPLICATION FOR VOLUNTEER SERVICE

NAME Wendell Tuinstra DATE 1-6-11

ADDRESS 724 E 14th St

MAILING ADDRESS above

PHONE 503 81 WORK _____

PREVIOUS VOLUNTEER POSITIONS Shriners activities to the
Community

REASON FOR WANTING TO VOLUNTEER After 50 years I have returned
to Lafayette. I have a long and deep interest in this
City. Now that I have free time I would like to
serve my community.

PLEASE SELECT AREA OF INTEREST:

BUDGET COMMITTEE

PLANNING COMMISSION

OTHER _____

Please mail or return your completed form to:
Lafayette City Hall
486 Third Street
PO Box 55
Lafayette, OR 97127

1-19-2011
Called and talked to Wendell and he has agreed to be
considered for the Budget Committee.

CITY OF LAFAYETTE
APPLICATION FOR VOLUNTEER SERVICE

RECEIVED
MAR 01 2010
LAFAYETTE CITY HALL

NAME Debra Owens DATE 3/1/2010
ADDRESS 488 Washington, Lafayette, OR 97127
MAILING ADDRESS _____
PHONE 971- _____ WORK 503- _____
PREVIOUS VOLUNTEER POSITIONS Senior Services Agency,
County Parks, Solid Waste, Commissioners
Board
REASON FOR WANTING TO VOLUNTEER Moved here now
& would like to contribute

PLEASE SELECT AREA OF INTEREST:

- BUDGET COMMITTEE
 PLANNING COMMISSION
 OTHER _____

Debra is
interested
in serving
again

Please mail or return your completed form to:
Lafayette City Hall
486 Third Street
PO Box 55
Lafayette, OR 97127



Lafayette City Council

Meeting Date: February 10, 2011

Agenda Item: Appointment to the YCTA Advisory Bd.

Requested Council Action:

Mayor to nominate and Council to confirm an appointment to the Yamhill County Transportation Area advisory board.

Staff Recommendation:

None.

Background:

Art Bixman, former Lafayette Councilor, is currently appointed to this board, and his term will be expiring at the end of February 2011. A new appointment from the Lafayette Council is desired for a three-year term beginning March 1 2011. Public transportation is an important service to our community, and Lafayette should have an advocate on the YCTA advisory board.

The commitment with this appointment is a meeting of the YCTA advisory board every other month on the 2nd Wednesday, 7:00 – 9:00 pm, at the Yamhill County Courthouse in McMinnville.

Information about the YCTA can be found at the following website: www.yctransitarea.org

Alternative:

An appointment does not need to be made until a suitable advocate can be determined.

Financial Impact:

None.

Suggested Motion:

“I move to confirm the appointment of _____ to the Yamhill County Transportation Area advisory board for a three-year term beginning March 2011.”



Lafayette City Council

Meeting Date: February 10, 2011

Agenda Item: Resolution 2011-06, PC Authorization

Requested Council Action:

Approve Resolution 2011-06.

Staff Recommendation:

Approve Resolution 2011-06.

Background:

The Lafayette Planning Commission has produced some great work in recent years including an extensive update of the Lafayette Zoning and Development Code and amendments to the Lafayette Comprehensive Plan. The Council should support the desires of the commission to focus their efforts over the next six months on an update of the Lafayette Parks Master Plan. The City has acquired much additional park acreage in recent years and has recently discussed improving our park standards and committing employee time to parks maintenance. The current timing appears great for the Planning Commission to engage in this effort. The commissioners have the skills, staff support, and desire to accomplish this important task.

An effective Parks Master Plan will be essential to the future quality of life in Lafayette. In order to be eligible for scarce grant funding, the City must have a good master plan that was derived from extensive community input. From this process, certain community members may be identified that would be good candidates to serve on a future Lafayette Parks Commission, which would be an advisory committee to the City Council.

Alternatives:

Council may determine that Planning Commission efforts would best be focused in a direction other than parks.

Also, Resolution 2011-06 presupposes a future Lafayette Parks Commission as a logical outcome from the Parks Master Plan update process. Council may have plans other than a future Parks Commission.

Financial Impact:

No impact for the current fiscal year. For next fiscal year, however, some consideration should be given to support preliminary design, cost estimates, and map production.

Suggested Motion:

“I move to approve Resolution 2011-06 authorizing the Planning Commission to proceed with an update of the Parks Master Plan.”

**BEFORE THE CITY COUNCIL
FOR THE CITY OF LAFAYETTE, OREGON**

**A RESOLUTION AUTHORIZING THE)
PLANNING COMMISSION TO)
ENGAGE PUBLIC INPUT AND)
UPDATE THE PARKS MASTER PLAN)**

RESOLUTION NO. 2011-06

WHEREAS, the Planning Commission met on August 19, 2010 and January 20, 2011 to discuss goals of the commission and the future of the Lafayette community; and

WHEREAS, the commission focused their goals in three areas including future park facilities, improvements to the downtown commercial corridor, and recruitment and expansion of businesses; and

WHEREAS, commissioners determined that their primary interest over the next six months should be on updating the Lafayette Parks Master Plan; and

WHEREAS, the Planning Commission acknowledges that several considerations need to be explored in this important endeavor with extensive community input; and

WHEREAS, findings will need to be determined in areas of inventory, park improvements, neighborhood facilities, connectivity, and accessibility; and

WHEREAS, the City Council recognizes that an updated Lafayette Parks Master Plan will be an essential guide for the City Council, along with a possible future Parks Commission, to help improve the quality of life in our community.

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of Lafayette hereby authorizes the Lafayette Planning Commission to engage the community and update the Lafayette Parks Master Plan and recommend to the City Council the enabling legislation by October 2011.

This Resolution shall be effective upon passage by the Council.

APPROVED by the City Council of the City of Lafayette this 10th day of February 2011.

CERTIFIED:

ATTEST:

Chris Heisler, Mayor

Laurie Boyce, Assistant City Administrator

Alternative:

Council may determine to not proceed with hiring a temporary employee for Parks maintenance.

Financial Impact:

This \$12,000 transfer involves budgeted monies in the Parks Department of the General Fund. The maximum estimated expenditure for a seasonal employee is \$2,400 per month for four-five months.

Suggested Motion:

“I move to approve Resolution 2011-07, a transfer of \$12,000 from Materials & Services to Personal Services in the Parks Department of the General Fund.”

**BEFORE THE CITY COUNCIL
FOR THE CITY OF LAFAYETTE, OREGON**

**A RESOLUTION TRANSFERRING)
GENERAL FUND APPROPRIATIONS)
IN THE PARKS DEPARTMENT IN)
IN FISCAL YEAR 2010-11)**

RESOLUTION NO. 2011-07

WHEREAS, Oregon Revised Statute 294.450 allows the City Council to transfer appropriations within a fund during the fiscal year; and

WHEREAS, the City Council recognizes the need for additional staffing to provide for seasonal park maintenance and necessary funds were not appropriated in General Fund/Parks/Personal Services for the current fiscal year; and

WHEREAS, funds are available that could be used for this purpose in General Fund/Parks/Materials & Services and transferring such funds does not change the expenditure appropriation total in General Fund/Parks.

NOW, THEREFORE, BE IT RESOLVED that the Lafayette City Council hereby approves the following transfer of funds appropriated in the 2010-11 budget:

FROM: Fund: GENERAL FUND
Dept.: PARKS
Category: MATERIALS & SERVICES
Line Item: MISC. CONTRACTOR
Amount: \$12,000

TO: Fund: GENERAL FUND
Dept.: PARKS
Category: PERSONAL SERVICES
Line Item: MISC. CONTRACTOR
Amount: \$12,000

This resolution shall be effective after passage by the Council.

APPROVED by the Lafayette City Council on this 10th day of February, 2011.

_____ Aye _____ Nay _____ Abstain

CERTIFIED:

ATTEST:

Chris Heisler, Mayor

Laurie Boyce, Assistant City Administrator

PUBLIC WORKS REPORT January 2011

Jan 3rd-7th

Work orders
 Routine samples
 Reports to state agencies
 Collect garbage on 3rd St.
 48 Hour Notices/Shut Offs
 Repair 3" storm line on 14th St
 Leaf removal in parks
 Filled potholes @ 7th/Jefferson and 7th/Madison
 Winterize booster pump in watershed
 Installed new 8' barricades on 16th St
 Inspect all fire extinguishers

Jan 10th-14th

Work Orders
 Collect Samples
 Run through of all parks
 Removed dangerous trees in watershed
 Partial tour of facilities with Preston
 Filled potholes @ Madison/6th-7th and 3rd/Madison
 Filled very large pothole on Adams between 2nd/3rd
 Replaced hydraulic lines on JD 4310

Jan 18th-21st

Routine samples
 Work Orders
 Read meters
 Staff Meeting
 Email ODOT about trees on 3rd St
 Meeting with Denny and Preston
 Ordered new trash receptacles for parks
 Removed Christmas decorations
 Replaced door knobs in Community Center rooms

Wellfield Production and Distribution 2011							
	Well 1	Well 2	Well 3	Well 4	Well 5	Total Well Production	Total Volume Water Used
Jan	0	370,000	976,000	1,264,000	1,452,000	4,070,492	3,774,000
Feb							
Mar							
Apr							
May							
Jun							
Jul							
Aug							
Sep							
Oct							
Nov							
Dec							
Total	0	370,000	976,000	1,264,000	1,452,000	4,070,492	

Lafayette Volume Used	Dayton Volume Used	Lafayette's Percentage of Distribution	Dayton's Percentage of Distribution
0	3,774,000	0%	100%
0	3,774,000	0%	100%

City of Lafayette

Water Production

2011

Month	Well 1	Well 2	Well 8	Well 10	CPW	Rain
Jan	0	0	0	0	673	10.35
Feb						
Mar						
Apr						
May						
Jun						
Jul						
Aug						
Sept						
Oct						
Nov						
Dec						

All Totals are in Gallons

Month	Blue Bird	Lafayette	Pringle	Bypass
Jan	6,554,000	1,551,202	1,471,166	1,551,600
Feb				
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sept				
Oct				
Nov				
Dec				

All Totals are in Gallons

City of Lafayette Wastewater Treatment Plant Report

Month: January 2011

Wastewater treatment plant:

- Influent flow treated at the WWTP was 24.473 million gallons.
- Effluent flow discharged to the Yamhill River was 16.302 million gallons.
- Effluent disinfection is performed by an open channel, high intensity ultraviolet disinfection system.
- Measurable rainfall for the month was 3.83 inches.
- All DEQ permit requirements were met for the month of January. We are now under winter discharge limitations (November 1 thru April 30)
- Completing OSHA safety and employee training program for WWTP and collection system.

Sewer Pump Stations/Collection System:

- The city has four sewer pump stations that are checked daily for any operational or maintenance issue.
- **BTR Pump Station:** Checked daily with no reportable problems.
- **4th Street Pump Station:** Checked daily with no reportable problems.
- **Wilson Street Pump Station:** Checked daily with no reportable problems.
- **Canyon View Pump Station:** Checked daily with no reportable problems.
- **Collection system:** No reportable problems.

Sincerely,



Roy Loftis

Wastewater Treatment Plant Operator



Lafayette City Council

Meeting Date: February 10, 2011

Agenda Item: Water / Sewer Revenue Amounts

Requested Council Action:

I have included copies of the monthly water / sewer revenues, as requested.

Background:

I was reading the Friday notes from Preston Polasek dated January 14, 2011, and I noticed that the Council requested copies of the monthly water / sewer revenues to be placed in the regular Council meeting packet. I have included copies of the water / sewer revenue for the following months:

- July 2010
- August 2010
- September 2010
- October 2010
- November 2010
- December 2010

If this is not what the Council wants to see as far as the water / sewer revenues every month, please let me know and I will figure out a way to get the information that you are asking for.

Financial Impact:

The Council can see how much money was collected every month for water / sewer. The totals for each month are the totals for that month.

**WATER/SEWER REVENUE
FOR THE MONTH OF JULY 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
7/1/2010	1,526.83	1,857.93
7/2/2010	2,734.91	3,238.35
7/6/2010	6,658.27	7,651.41
7/7/2010	3,695.13	4,072.15
7/8/2010	3,411.19	3,685.33
7/9/2010	3,450.34	3,909.00
7/12/2010	2,095.87	2,507.12
7/13/2010	3,811.67	4,034.22
7/14/2010	2,590.94	2,504.63
7/15/2010	3,004.67	3,921.82
7/16/2010	2,363.09	3,031.26
7/19/2010	7,221.94	8,312.38
7/20/2010	6,568.70	7,823.65
7/21/2010	3,510.09	4,083.19
7/22+7/23/10	2,703.40	3,097.16
7/26/2010	1,790.18	1,655.15
7/27+7/28/10	2,345.65	2,111.31
7/29+7/30/10	973.03	3,722.85
TOTAL	\$60,455.90	\$71,218.91

**WATER/SEWER REVENUE
FOR THE MONTH OF AUGUST 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
8/2/2010	6,377.67	6,806.82
8/3/2010	5,082.63	4,622.92
8/4/2010	4,305.83	4,475.30
8/05+8/06/10	6,614.18	6,223.29
8/9/2010	5,692.93	6,206.37
8/10+8/11/10	5,509.08	4,396.55
8/12+8/13/10	2,970.17	3,021.88
8/16/2010	2,852.43	2,748.28
8/17/2010	4,361.83	4,464.03
8/18/2010	2,611.42	2,575.47
8/19/2010	3,920.38	3,691.80
8/20/2010	9,088.75	9,056.13
8/23/2010	4,555.95	4,531.01
8/24+8/25/10	1,571.65	1,677.23
8/26+8/27/10	1,609.81	1,458.17
8/30+8/31/10	1,670.85	3,903.38
TOTAL	\$68,795.56	\$69,858.63

**WATER/SEWER REVENUE
FOR THE MONTH OF SEPTEMBER 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
9/1/2010	1,356.89	1,398.81
9/2/2010	2,976.77	2,830.57
9/03+9/07/10	14,215.55	13,260.45
9/8/2010	5,519.44	4,388.02
9/9/2010	3,814.66	3,361.21
9/10/2010	4,368.63	4,099.72
9/13/2010	6,654.29	4,785.00
9/14+9/15/10	3,155.43	3,128.85
9/16/2010	3,913.68	3,284.63
9/17/2010	5,301.13	4,403.24
9/20/2010	13,408.70	12,367.19
9/21/2010	4,085.54	3,711.99
9/22+9/23/10	2,053.98	1,759.64
9/24/2010	1,883.77	1,402.38
9/27/2010	2,039.45	1,809.68
9/29/2010	1,906.92	1,521.04
9/30/2010	455.83	1,850.79
TOTAL	\$77,110.65	\$69,363.21

**WATER/SEWER REVENUE
FOR THE MONTH OF OCTOBER 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
10/1/2010	3,272.94	2,974.80
10/4/2010	8,119.43	7,151.92
10/5/2010	5,235.54	5,211.60
10/6/2010	4,081.90	3,454.03
10/7/2010	4,539.54	4,351.63
10/8/2010	4,356.92	3,394.12
10/11/2010	2551.71	2,333.91
10/12/2010	2,689.66	2,567.24
10/13/2010 & 10/14/2010	4,160.08	3,767.14
10/15/2010	3,215.83	2,665.99
10/18/2010	8,174.09	8,611.41
10/19/2010	3,550.65	4,202.74
10/20/2010	7,254.00	7,906.16
10/21/2010	3,304.08	3,461.47
10/22/2010	2,081.07	2,178.42
10/25/2010	2,512.90	2,556.80
10/27/2010	1,469.35	1,400.01
10/29/2010	1728.23	4,047.56
TOTAL	\$72,297.92	\$72,236.95

**WATER/SEWER REVENUE
FOR THE MONTH OF NOVEMBER 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
11/1/2010	5,526.58	5,696.53
11/2/2010	4,406.51	4,628.44
11/3/2010	3,912.45	3,669.66
11/4/2010	3,664.98	3,673.36
11/5/2010	2,342.96	2,346.30
11/8/2010	5,602.63	6,233.14
11/9/2010	2180.49	1,816.22
11/12/2010	5,611.81	5,846.31
11/15/2010	3,907.24	4,407.44
11/16/2010	1,779.07	2,146.45
11/17/2010	1,290.12	1,687.38
11/18/2010	3,106.74	3,965.42
11/19/2010	5,491.98	7,022.03
11/22/2010	6,221.49	6,995.12
11/23 & 11/24/2010	2,837.84	3,301.22
11/29 & 11/30/2010	1,869.35	6,077.98
TOTAL	\$59,752.24	\$69,513.00

**WATER/SEWER REVENUE
FOR THE MONTH OF DECEMBER 2010**

DATE	WATER REVENUE AMOUNT	SEWER REVENUE AMOUNT
12/1/2010	1,681.22	2,121.74
12/2/2010	1,815.13	1,821.04
12/3/2010	3,702.32	4,420.22
12/6/2010	6,160.15	7,291.90
12/7/2010	3,776.84	4,294.79
12/8/2010	3,903.75	4,206.90
12/9/2010	3,166.24	3,056.10
12/10/2010	2,434.69	2,731.06
12/13/2010	1,850.50	1,971.68
12/14/2010	3,163.64	3,514.55
12/15 & 12/16/2010	4,608.46	5,366.68
12/17/2010	3,118.37	3,900.17
12/20/2010	8,632.68	10,411.90
12/21/2010	3,435.79	4,240.63
12/ 22 & 23, 2010	2,198.14	2,584.63
12/28/2010	2,938.15	3,244.84
12/29 & 30, 2010	576.21	4,564.57
TOTAL	\$57,162.28	\$69,743.40

9(b)

Accounts Payable Check Register Report - FIRST FEDERAL SAVINGS & LOAN-16070944

For The Date Range From 1/1/2011 To 1/31/2011

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
0000022255	C	1/14/2011	165	AIRGAS - NOR PAC, INC	\$19.00	O
0000022256	C	1/14/2011	83	CASCADE COLUMBIA DISTRIBUTION COMPANY	\$1,561.25	O
0000022257	C	1/14/2011	344	CITY OF CARLTON <i>Judge</i>	\$224.00	O
0000022258	C	1/14/2011	1447	COMCAST CABLE	\$186.57	O
0000022259	C	1/14/2011	1053	COPY CATS	\$86.85	O
0000022260	C	1/14/2011	1341	IRON MOUNTAIN	\$40.17	O
0000022261	C	1/14/2011	649	JORDAN SCHRADER ATTORNEYS AT LAW	\$6,953.82	O
0000022262	C	1/14/2011	124	KAMPH ROCK CRUSHING CO.	\$168.00	O
0000022263	C	1/14/2011	938	LEHMANN PEST CONTROL	\$100.00	O
0000022264	C	1/14/2011	244	LITTLE FIRE EQUIPMENT	\$50.00	O
0000022265	C	1/14/2011	743	McMINNVILLE WATER & LIGHT	\$666.37	O
0000022266	C	1/14/2011	136	MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS <i>Planning</i>	\$1,175.25	O
0000022267	C	1/14/2011	200	NORTHWEST LOGGING SUPPLY INC.	\$135.33	O
0000022268	C	1/14/2011	15	NW NATURAL	\$349.77	O
0000022269	C	1/14/2011	57	OCE IMAGISTICS	\$112.30	O
0000022270	C	1/14/2011	745	OREGON ASSOC. FOR COURT ADMINISTRATION <i>Court Dues</i>	\$50.00	O
0000022271	C	1/14/2011	1467	OREGON CITY PLANNING DIRECTORS ASSOCIATION - <i>Professional Dues</i>	\$50.00	O
0000022272	C	1/14/2011	220	OREGON CITY/COUNTY MANAGEMENT ASSOC. <i>Professional Dues</i>	\$152.69	O
0000022273	C	1/14/2011	488	OREGON DEPT OF REVENUE <i>Court Fees</i>	\$596.00	O
0000022274	C	1/14/2011	994	OREGON JUDICIAL DEPARTMENT <i>Court Fees</i>	\$46.00	O
0000022275	C	1/14/2011	481	PORTLAND GENERAL ELECTRIC	\$8,689.01	O
0000022276	C	1/14/2011	1158	PRINT NW	\$18.50	O
0000022277	C	1/14/2011	20	QUILL CORPORATION	\$494.61	O
0000022278	C	1/14/2011	1102	SCHULZ CLEARWATER SANITATION	\$209.00	O
0000022279	C	1/14/2011	156	SEAWESTERN FIRE APPARATUS & EQUIP.	\$95.00	O
0000022280	C	1/14/2011	26	UNITED SYSTEMS TECHNOLOGY	\$300.00	O
0000022281	C	1/14/2011	44	WESTECH ENGINEERING, INC.	\$4,986.33	O
0000022282	C	1/14/2011	5	WESTERN OREGON WASTE	\$517.32	O
0000022283	C	1/14/2011	45	WILCO	\$8.52	O
0000022284	C	1/14/2011	1260	XTREME NETWORK SOLUTIONS LLC	\$354.95	O
0000022285	C	1/14/2011	34	YAMHILL COMMUNICATIONS AGENCY	\$3,449.00	O
0000022286	C	1/14/2011	441	YAMHILL COUNTY FIRE INVESTIGATION TEAM	\$85.00	O
0000022287	C	1/14/2011	40	YAMHILL COUNTY SHERIFF	\$16,237.44	O
0000022288	C	1/14/2011	910	YAMHILL COUNTY TREASURER <i>Court Fees</i>	\$163.00	O
0000022289	C	1/31/2011	4	A&E SECURITY ELECTRONIC SOLUTIONS	\$483.50	O

Accounts Payable Check Register Report - FIRST FEDERAL SAVINGS & LOAN-16070944

For The Date Range From 1/1/2011 To 1/31/2011

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
0000022290	C	1/31/2011	482	AFLAC	\$23.20	O
0000022291	C	1/31/2011	79	ALEXIN ANALYTICAL LABORATORIES	\$1,464.00	O
0000022292	C	1/31/2011	1469	V GALEN BOERNER <i>utility Refund</i>	\$5.00	O
0000022293	C	1/31/2011	83	GASCADE COLUMBIA DISTRIBUTION COMPANY <i>Chemicals</i>	\$959.50	O
0000022294	C	1/31/2011	1470	CASCADE SUBSCRIPTION SERVICE <i>Fire Dept.</i>	\$76.00	O
0000022295	C	1/31/2011	1348	CITY SWEEPERS	\$640.00	O
0000022296	C	1/31/2011	1447	COMCAST CABLE	\$205.46	O
0000022297	C	1/31/2011	713	CONSTRUCTION AND GENERAL LABORERS' UNION	\$217.74	O
0000022298	C	1/31/2011	1059	DE LAGE LANDEN PUBLIC FINANCE	\$269.81	O
0000022299	C	1/31/2011	179	EMPLOYEE BENEFIT INSURANCE TRUST	\$14,936.57	O
0000022300	C	1/31/2011	186	FARM PLAN <i>Public Works</i>	\$1,010.82	O
0000022301	C	1/31/2011	1426	FRONTIER	\$208.85	O
0000022302	C	1/31/2011	671	G & S MAINTENANCE, INC. <i>Cleaning Service</i>	\$252.00	O
0000022303	C	1/31/2011	1020	GREENLANDS <i>Sand</i>	\$14.00	O
0000022304	C	1/31/2011	252	GREG HOFRICHTER REPAIR <i>Fire Dept Trucks Repair</i>	\$169.94	O
0000022305	C	1/31/2011	587	ING- STATE OF OREGON PLAN <i>Deferred Comp Plan</i>	\$360.00	O
0000022306	C	1/31/2011	1184	INTEGRA TELECOM	\$38.65	O
0000022307	C	1/31/2011	61	LAFAYETTE VOLUNTEER FIRE DEPT.	\$1,810.00	O
0000022308	C	1/31/2011	13	WELLS FARGO BUSINESS CREDIT	\$672.94	O
0000022309	C	1/31/2011	30	MACKE WATER SYSTEMS, INC.	\$60.00	O
0000022310	C	1/31/2011	136	MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS <i>C.O.G Meeting 2/2</i>	\$30.00	O
0000022311	C	1/31/2011	145	OREGON DHS-CASHIER <i>Public Works Certs</i>	\$30.00	O
0000022312	C	1/31/2011	801	OREGON DEPT OF ENVIRONMENTAL QUALITY <i>Public Works Certs</i>	\$340.00	O
0000022313	C	1/31/2011	36	OREGON ASSOCIATION OF WATER UTILITIES <i>Public Works Certs</i>	\$175.00	O
0000022314	C	1/31/2011	149	PETTY CASH	\$197.19	O
0000022315	C	1/31/2011	481	PORTLAND GENERAL ELECTRIC	\$327.34	O
0000022316	C	1/31/2011	1158	PRINT NW	\$355.00	O
0000022317	C	1/31/2011	156	SEAWESTERN FIRE APPARATUS & EQUIP. <i>Fire Dept.</i>	\$93.17	O
0000022318	C	1/31/2011	22	STAPLES CREDIT PLAN	\$36.44	O
0000022319	C	1/31/2011	230	USA BLUE BOOK	\$177.57	O
0000022320	C	1/31/2011	46	POSTMASTER-USPS	\$528.68	O
0000022321	C	1/31/2011	1468	VIRGINIA VALDES ESPINOZA <i>utility Refund</i>	\$2.04	O
0000022322	C	1/31/2011	205	WILLAMETTE VALLEY MEDICAL CENTER	\$120.00	O

Accounts Payable Check Register Report - FIRST FEDERAL SAVINGS & LOAN-16070944

For The Date Range From 1/1/2011 To 1/31/2011

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
						Cleared
					\$0.00	
						Outstanding
					\$74,621.46	
						Void
					\$0.00	

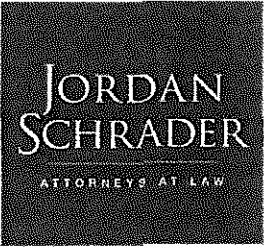
CITY OF LAFAYETTE

Payroll Check Register

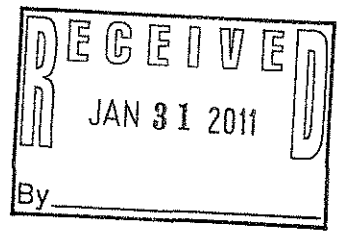
For The Date Range From 1/1/2011 To 1/31/2011

For All Employees And For Outstanding, Cleared, Voided Checks

Check No.	Date	Name	Transaction Type	Amount	Status
10891	1/14/2011	ANDERSON, JAMES G.	Check	\$1,790.80	O
10892	1/14/2011	BOYCE, LAURIE L	Check	\$1,586.33	O
10893	1/14/2011	EHREDT, JAKE M.	Check	\$1,219.44	O
10894	1/14/2011	LOFTIS, ROY L.	Check	\$1,710.61	O
10895	1/14/2011	LUCICH, N. TERRY	Check	\$489.32	O
10896	1/14/2011	MARTINO, LORI A.	Check	\$1,244.81	O
10897	1/14/2011	POLASEK, PRESTON F	Check	\$2,431.31	O
10898	1/14/2011	RHODES, JAMIE D.	Check	\$1,162.95	O
10899	1/14/2011	ROLSTON, STEVEN A.	Check	\$1,259.36	O
10900	1/31/2011	ANDERSON, JAMES G.	Check	\$1,875.48	O
10901	1/31/2011	BOYCE, LAURIE L	Check	\$1,586.36	O
10902	1/31/2011	EHREDT, JAKE M.	Check	\$1,199.40	O
10903	1/31/2011	LOFTIS, ROY L.	Check	\$1,566.92	O
10904	1/31/2011	LUCICH, N. TERRY	Check	\$829.80	O
10905	1/31/2011	MARTINO, LORI A.	Check	\$1,245.07	O
10906	1/31/2011	POLASEK, PRESTON F	Check	\$2,431.43	O
10907	1/31/2011	RHODES, JAMIE D.	Check	\$1,129.29	O
10908	1/31/2011	ROLSTON, STEVEN A.	Check	\$1,300.14	O
Total				\$26,058.82	



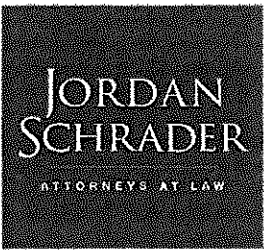
JORDAN SCHRADER RAMIS PC



Client Summary

As Of 1/31/2011

	Current	Over 30	Over 60	Over 90	Total
Client Sort: Lafayette, City of					
Lafayette, City of / General Water Rights (47514-33742)	216.00	0.00	0.00	0.00	216.00
Lafayette, City of / Water Management & Conservation Plan (47514-34342)	36.00	0.00	0.00	0.00	36.00
Lafayette, City of / Council Meetings (47514-38776)	276.52	0.00	0.00	0.00	276.52
Lafayette, City of / General (47514-32383)	913.34	0.00	0.00	0.00	913.34
Client Sort: Lafayette, City	<u>1,441.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,441.86</u>
Grand Total	<u>1,441.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,441.86</u>



STATEMENT

JORDAN SCHRADER RAMIS PC

Preston Polasek
City of Lafayette
PO Box 55
Lafayette OR 97127

Account No: 47514-38776
Statement Date: January 25, 2011
Attorney: TVR
Statement No: 70300

RE: Lafayette, City of / Council Meetings
For legal services through January 15, 2011

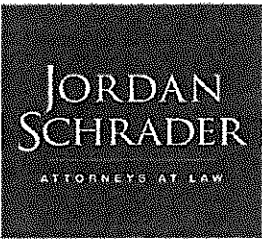
Table with 5 columns: Date, Professional Services Provided, Staff, Hours, Fee. Row 1: 1/13/2011, Travel to and attend council meeting., CLP, 5.00, 250.00. Total Current Services: \$ 250.00

Necessary costs advanced by Jordan Schrader Ramis

Table with 3 columns: Date, Description, Amount. Row 1: 1/15/2011, Travel Costs (52 miles @ \$.51/mile on 1/13/11 for round-trip travel to Lafayette city council meeting), 26.52. Total Costs: \$ 26.52

Payments

Table with 3 columns: Date, Description, Amount. Row 1: 1/17/2011, Payment Ck # 22261, 577.50. Sub-total Payments: 577.50



Lafayette, City of
Council Meetings

JORDAN SCHRADER RAMIS PC

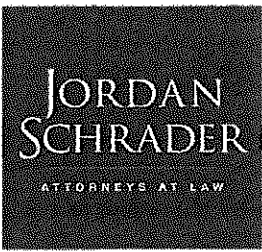
Account No. 47514-38776

Page: 2

Trust Balance \$ 0.00

SUMMARY

Previous Balance	577.50		
Less Payments Received	577.50		
Balance Forward:		\$	0.00
Current Services Provided	250.00		
Current Costs Advanced	26.52		
Current Late Charges	0.00		
Total Current Charges:		\$	276.52
Total Amount Due:		\$	276.52



STATEMENT

JORDAN SCHRADER RAMIS PC

Preston Polasek
 City of Lafayette
 PO Box 55
 Lafayette OR 97127

Account No: 47514-32383
 Statement Date: January 25, 2011
 Attorney: TVR
 Statement No: 70301

RE: Lafayette, City of / General

For legal services through January 15, 2011

<u>Date</u>	<u>Professional Services Provided</u>	<u>Staff</u>	<u>Hours</u>	<u>Fee</u>
12/20/2010	Consider resolution regarding Dayton bonds; respond to Joe Wrabek.	CLP	0.60	108.00
12/21/2010	Review resolutions and confer with Joe Wrabek regarding upcoming meeting.	CLP	0.60	108.00
1/4/2011	Receive and respond to e-mails regarding refinance of water system bonds.	CLP	0.40	72.00
1/5/2011	Phone conference with Preston regarding resolution for refinancing; begin review of resolution.	CLP	0.20	36.00
1/6/2011	Review refinancing resolution.	CLP	1.00	180.00
1/7/2011	Strategize regarding the master water bond resolution for Council consideration.	JLD	0.20	29.00
1/7/2011	Compose resolution to interpret charter section 40 and send; final review of resolution regarding refunding bonds; place telephone call to Christine Reynolds of Orrick regarding amendment of section 15.	CLP	1.80	324.00
1/11/2011	Phone conference with Preston P. regarding upcoming Council meeting agenda.	CLP	0.20	36.00
Total Current Services:				\$ 893.00

Necessary costs advanced by Jordan Schrader Ramis

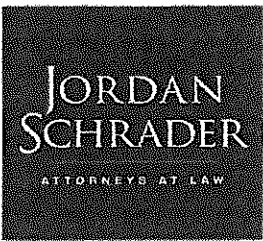
Long Distance Telephone	20.34
Total Costs:	\$ 20.34

Payments

1/17/2011	Payment	Ck # 22261	1,177.98
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Two Centerpointe Drive, 6th Floor Lake Oswego, OR 97035 Phone: 503.598.7070 Fax: 503.598.7373 Toll Free: 888.598.7070 Federal Tax I.D. 93-0609274

Balance due upon receipt. Late charges will be assessed on past due accounts.



Lafayette, City of
General

JORDAN SCHRADER RAMIS PC

Account No. 47514-32383

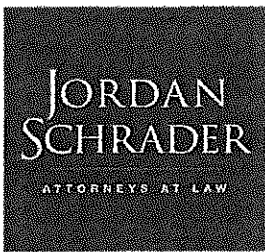
Page: 2

Sub-total Payments: 1,177.98

Trust Balance \$ 0.00

SUMMARY

Previous Balance	1,177.98	
Less Payments Received	1,177.98	
Balance Forward:		\$ 0.00
Current Services Provided	893.00	
Current Costs Advanced	20.34	
Current Late Charges	0.00	
Total Current Charges:		\$ 913.34
		<hr/>
Total Amount Due:		\$ 913.34
		<hr/>



STATEMENT

JORDAN SCHRADER RAMIS PC

Preston Polasek
City of Lafayette
PO Box 55
Lafayette OR 97127

Account No: 47514-33742
Statement Date: January 25, 2011
Attorney: JJB
Statement No: 70302

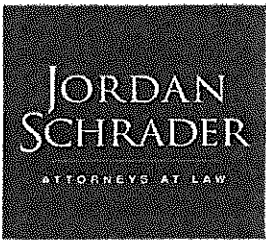
RE: Lafayette, City of / General Water Rights

For legal services through January 15, 2011

Table with 5 columns: Date, Professional Services Provided, Staff, Hours, Fee. Rows include dates 1/11/2011, 1/13/2011, 1/14/2011 and a total for current services of \$216.00.

Payments

Table with 2 columns: Date, Payment. Row for 1/17/2011 with amount 2,259.00. Sub-total Payments: 2,259.00.



Lafayette, City of
General Water Rights

JORDAN SCHRADER RAMIS PC

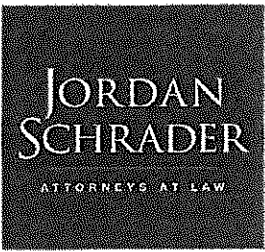
Account No. 47514-33742

Page: 2

Trust Balance \$ 0.00

SUMMARY

Previous Balance	2,259.00		
Less Payments Received	2,259.00		
Balance Forward:		\$	0.00
Current Services Provided	216.00		
Current Costs Advanced	0.00		
Current Late Charges	0.00		
Total Current Charges:		\$	216.00
Total Amount Due:		\$	216.00



STATEMENT

JORDAN SCHRADER RAMIS PC

Preston Polasek
 City of Lafayette
 PO Box 55
 Lafayette OR 97127

Account No: 47514-34342
 Statement Date: January 25, 2011
 Attorney: TVR
 Statement No: 70303

RE: Lafayette, City of / Water Management & Conservation Plan

For legal services through January 15, 2011

Date	Professional Services Provided	Staff	Hours	Fee
12/17/2010	E-mails to and from Joe Wrabek regarding Water Management & Conservation Plan.	JDG	0.20	36.00
Total Current Services:				\$ 36.00

Payments

1/17/2011	Payment	Ck # 22261	1,153.00
Sub-total Payments:			1,153.00

Trust Balance \$ 0.00

SUMMARY

Previous Balance	1,153.00		
Less Payments Received	1,153.00		
Balance Forward:		\$	0.00
Current Services Provided	36.00		
Current Costs Advanced	0.00		
Current Late Charges	0.00		
Total Current Charges:		\$	36.00
Total Amount Due:		\$	36.00

Memo

To Lafayette City Council

February 4, 2011

Things we are working on this month

1. The volunteers are buying coats for all members to be worn by members when on calls during bad weather. They are using funds that they contribute and funds they have raised. The city will provide reflective striping and the department name on the back.
2. We are working with the city manager on acquiring a house that we can do fire training in. This is a very valuable training tool for us as we do not get many fires and the firefighters are required to do 60 hours minimum fire training a year.
3. Last year the department responded to 26 fire calls and alarms, 7 motor vehicle accidents ,128 emergency medicals, 94 mutual aid calls and 7 other's. Our average response time in the city to emergency calls 5.27 minutes.
4. Firefighter recruit academy starts March 5th for this year. A new volunteer firefighter will have to attend 16 days of training every other weekend to complete the basic training. They will have to complete a background check and received medical clearance to wear a self contained breathing apparatus before attending the academy.

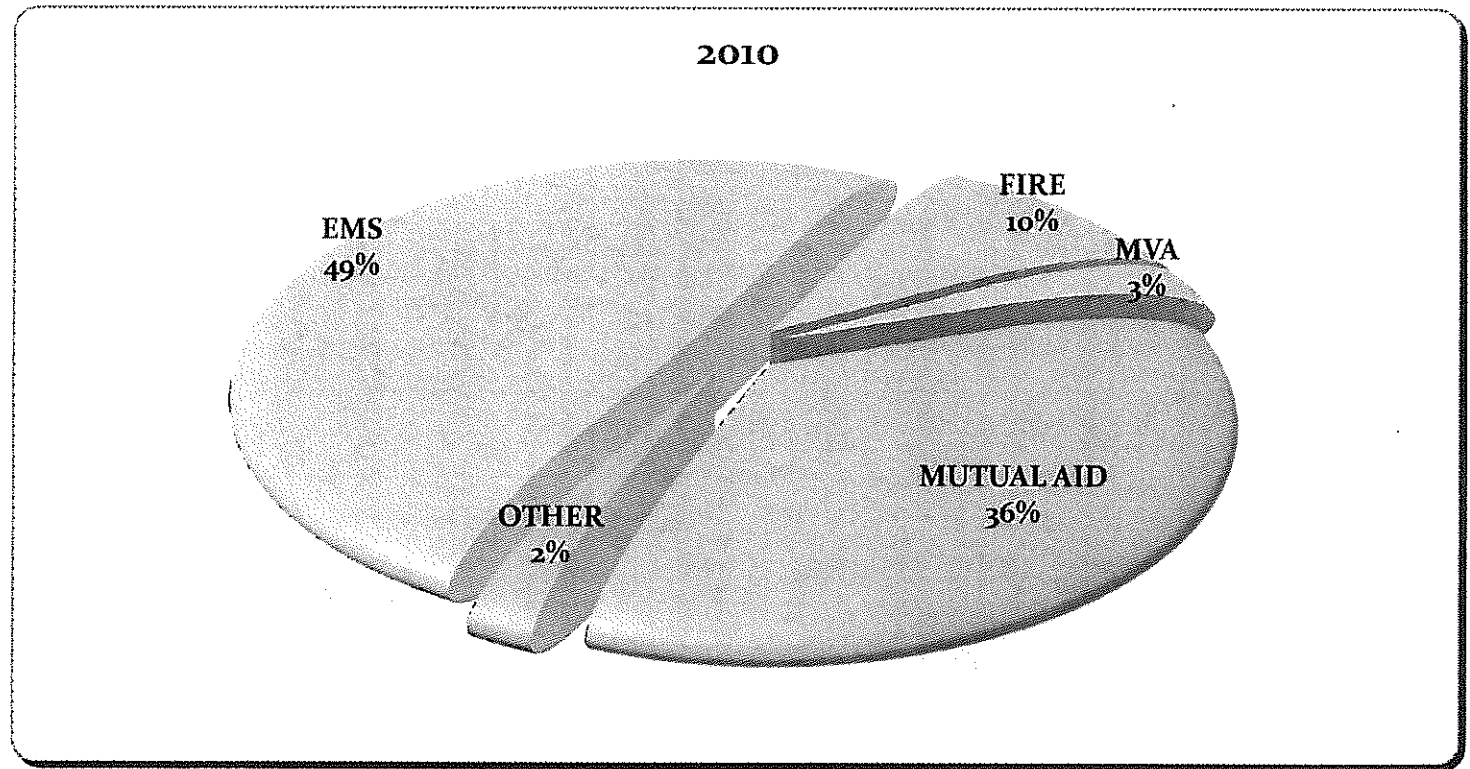
If you would like to talk about these issues in more detail, do not hesitate to call me.

Terry Lucich

Fire Chief

City of Lafayette

EMS	128
FIRE	26
MVA	7
MUTUAL AID	94
OTHER	6



Lafayette Fire Department Call Graph

