

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, February 13, 2013

Regular Session – 6:00 pm

16345 6th Street, Suite 102

La Pine, Oregon 97739

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.
5. Consent Agenda

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

 - a. Approval of Minutes
 - i. January 9, 2013 - Regular Session Minutes
 - ii. January 23, 2013 - Work Session Minutes
 - b. Bills and Invoices
 - i. Approval of Bills
 - ii. Financial Report
 - iii. Approval of Reimbursements
6. Public Comments
7. Recognition of Public Service - Former Councilors Dan Varcoe and Don Greiner
8. Funding Request - Boy Scout Troop 36
9. Bend Patrol Services - Introduction
10. Financial Alternatives to Implement Electronic Fund Transfer System
11. Code Enforcement Ordinance

An Ordinance Establishing Procedures for Enforcement of Ordinances of the City of La Pine.
- Jeremy M. Green and Melissa S. Cobb, Bryant, Lovlien & Jarvis, P.C.
12. La Pine Public Works Committee - Procurement of Civil Engineering Services

13. La Pine Public Works Committee - Extension of Committee Member Terms
14. Handyperson Position
15. Appointment of La Pine High School Student - Ex-Officio City Council Member
16. La Pine Economic Development Group - Appointment of Advisory Board Members
17. Appointment of 2013-2014 Budget Committee Members
18. Appointment of 2013-2014 Budget Officer
19. Other Matters
This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.
20. Public Comments
21. Staff Comments
22. Council Comments
23. Mayor's Comments
24. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. This meeting is open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Patti Morgan (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 ext. 116 for TTY.

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, February 13, 2013

Regular Session – 6:00 pm

16345 6th Street, Suite 102

La Pine, Oregon 97739

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum

City Manager Steve Hasson

Mayor Ken Mulenex

Councilor Stu Martinez

Councilor Greg Jones

Councilor Kathy Agan

Public Works Manager Scott Perkins

City Recorder/Finance Officer Lori Martin

Utility Billing Specialist Ashley Williams

Quorum established.

3. Pledge of Allegiance

Doug Ward led the Pledge of Allegiance.

4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.

5. Consent Agenda

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

a. Approval of Minutes

i. January 9, 2013 - Regular Session Minutes

ii. January 23, 2013 - Work Session Minutes

b. Bills and Invoices

i. Approval of Bills

ii. Financial Report

iii. Approval of Reimbursements

Councilor Stu Martinez stated a possible conflict of interest with the Wilderness Garbage bill which is a company that he owns.

A motion was made by Councilor Agan and seconded by Councilor Jones to approve the consent agenda.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

6. Public Comments

None

7. Recognition of Public Service - Former Councilors Dan Varcoe and Don Greiner

Mayor Mulenex honored the former Councilors Dan Varcoe and Don Greiner. He said their contributions were great and each one, over time, spoke his mind on a variety of issues. The current Councilors discussed the assistance and encouragement they received from the two former Councilors and the difficult decisions they sometimes had to make.

Former Councilor Varcoe discussed the volunteer involvement he had with the City of La Pine and playing a part in the future of the city. Former Councilor Greiner thanked the staff and Councilors he worked with during his term of office for their support and assistance.

Mayor Mulenex presented honorarium plaques to each of the former Councilors.

The following item was moved forward in the meeting:

12. La Pine Public Works Committee - Procurement of Civil Engineering Services

Scott Perkins, Public Works Manager, discussed the pump station at Wickiup Junction that because of the size of it and the flow that is coming through it there is a need to upgrade the pump. He said the matter was discussed at the Public Works Committee Meeting and two motions were made regarding it. Mr. Perkins stated that the recommendation was made to procure the service of a civil engineer to study the issue and come up with the best way to resolve it. Another motion made by the Public Works Committee was to have the engineer study the installation of a new line to the La Pine Industrial Park. City Manager Hasson said there may be monies, from other sources, available to have some work done.

A motion was made by Councilor Agan and seconded by Councilor Jones to allow the City Staff to do an RFP for engineering services as described and pursue grants that might pay for it.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

The following item was moved forward in the meeting:

11. Code Enforcement Ordinance

An Ordinance Establishing Procedures for Enforcement of Ordinances of the City of La Pine.
- Jeremy M. Green and Melissa S. Cobb, Bryant, Lovlien & Jarvis, P.C.

City Attorney Green stated that the code enforcement ordinance is designed to provide the City with a mechanism so that the City can enforce City laws. He said it will also provide an enforcement mechanism with ordinances that do not currently have an enforcement mechanism in them. Attorney Melissia Cobb said that if the ordinance has an enforcement mechanism it can be used in conjunction with the code enforcement ordinance. She reviewed the ordinance with the Council and discussed the process for handling a violation. City Attorney Green said it might be more efficient to set up a Hearings Officer component for violations that would cost a fraction of the amount than going through a circuit court process.

The Council had consent for the attorney's to make some changes to the enforcement code and bring it back for final approval at the next regular council meeting.

The following item was moved forward in the meeting:

16. La Pine Economic Development Group - Appointment of Advisory Board Members

Rick Allen, Consultant, stated that they are forming the Group and decided on a twelve person advisory board. He said it would not be a City committee and the members would not be appointed with terms. The following people were selected to the group: Stu Martinez, Robin Mirrasoul, Vic Russell, Scott Asla (and the new project manager from Midstate which is not yet determined), Dan Varcoe, Andy Meeuwsen, two positions for Sunriver, and Don Martin from the South Valley Bank. The members are related to categories of the business world.

A motion was made by Councilor Agan and seconded by Councilor Jones to approve the names as provided and move them to EDCO.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

Rick Allen said that the MOU (Memorandum of Understanding) is the agreement that will tie the organization to the City. The employee hired as a manager will be an EDCO employee and will be hired by them. Mr. Allen said they agreed on a name LED (La Pine Economic Development) for the new organization. He said the meetings will be held on the second Thursday of the month from 12:00 pm to 1:30 pm. Funding for the LED employee will be provided from both the City and the County.

8. Funding Request - Boy Scout Troop 36

The Boy Scouts are asking for money for three troop members to attend the 2013 national jamboree. They said they will tour various historical sites in Washington D.C. There will be 50,000 plus scouts participating in the jamboree. City Manager Hasson stated that there is money in the budget to cover this request. He said he attended the jamboree and it was an excellent experience.

A motion was made by Councilor Martinez and seconded by Councilor Jones to approve the request for the \$450.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

9. Bend Patrol Services - Introduction

Mr. Nick Thompson of the Bend Patrol Services stated that he was here to introduce his company that offers an efficient and effective service. He said that there are thirty plus officers and they have a contract with the City of Redmond and also at the airport. Mr. Thompson said they also patrol the parks in Bend and provide security for St. Charles Medical Center. He said their rate was \$26.00 hour to provide services. He said they have a 24 hour dispatch. Mayor Mulenex requested that the service send a package to the City Manager and possibly have them back at a future meeting for further discussion.

10. Financial Alternatives to Implement Electronic Fund Transfer System

Lori Martin, City Recorder/Finance Officer, discussed the desire from customers for the City to offer this type of service for making payments. She said the fees for the service are all over the board. Ms. Martin

said the cost of transactions would be about \$.90 a transaction to over \$1.00. She said a debit transaction would cost \$.12. Ms. Martin said they received a number of complaints from customers for not providing payments by credit card. Ms. Martin said she would provide a detailed overview of the service to the Councilors via their e-mail. She said this would also allow online billing. Mayor Mullenex said they have to think about the cost of doing it and also the advantage that it would give us in the employee's time. The Councilors did not think it would be a good idea to have the customer pay the fee for using a credit card to pay their bill. Mayor Mullenex said he would like a comparison made of some cities to see what the actual fee amount gets used. Councilor Martinez said the comparison should be made with other businesses in La Pine rather than doing a comparison between cities.

15. Appointment of La Pine High School Student - Ex-Officio City Council Member

Mayor Mullenex stated that Conrad Parker, who is a sophomore at La Pine High School, has been selected to be the ex-officio City Council member. Mr. Parker stated he is eager to be a communication link between the young people of La Pine and the City Council. Councilors stated that they were happy to have this new position on the Council. Mayor Mullenex said that they would install Conrad Parker at the next regular council meeting scheduled for March 13th.

13. La Pine Public Works Committee - Extension of Committee Member Terms

City Manager Hasson stated that three expired terms have come up on the Public Works Committee. He said they involved the terms of Tom Weller, Linda Johnston and Jim Fleming. The committee is requesting that the terms have an expiration date of December 31, 2014.

A motion was made by Councilor Martinez and seconded by Councilor Agan to extend the terms of Tom Weller, Linda Johnston and Jim Fleming to be on the Public Works Committee.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

14. Handyperson Position

City Manager Hasson asked that this item be continued to another meeting.

17. Appointment of 2013-2014 Budget Committee Members

Lori Martin, City Recorder/Finance Officer, stated that the following members desired to be on the Budget Committee: Kitty Shields, Rene Schifano, Bob Steffens and Tammy Doty.

A motion was made by Councilor Agan and seconded by Councilor Martinez to appoint the Budget Committee as named.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

18. Appointment of 2013-2014 Budget Officer

A motion was made by Councilor Jones and seconded by Councilor Agan to appoint Lori Martin as the Budget Officer for 2013-2014.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

19. Other Matters

This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.

None.

20. Public Comments

None

21. Staff Comments

None

22. Council Comments

None

23. Mayor's Comments

Mayor Mulenex discussed the "if I were Mayor" where students can participate in this program for a \$100 cash prize at the local level and a Dell laptop at the State level. He said the program will run until April 1st. Mayor Mulenex said the City Council and staff get to judge them at the local level and that entry materials have been passed out to the schools. He said he will be going around to the schools and present the idea for participation by the students.

Mayor Mulenex said that he attended the COIC Meeting (Central Oregon Intergovernmental Council) and heard from Bob Bryant from ODOT (Oregon Department of Transportation) regarding the State legislature's requirement of ODOT to ease the accesses on and off of State highways. He said ODOT has spent a year and a half doing the study.

Mayor Mulenex said there was a lot of discussion on passenger transportation in the Central Oregon area. He said they also discussed large lot inventory and that there are two types of large lots. Mayor Mulenex said the State is moving forward to secure more large lots to attract large businesses.

Mayor Mulenex attended the Central Oregon Economic Forecast. He asked Terri Myers to share her experience there. Ms. Myers said that it looks like the economy is up and stabilizing. She said they had a number of high profile people speaking on the economy at the event. Ms. Myers stated that within a few years the expected cost of doing business and paying interest will go up about 200%. She said they discussed various attractors for businesses coming into the community.

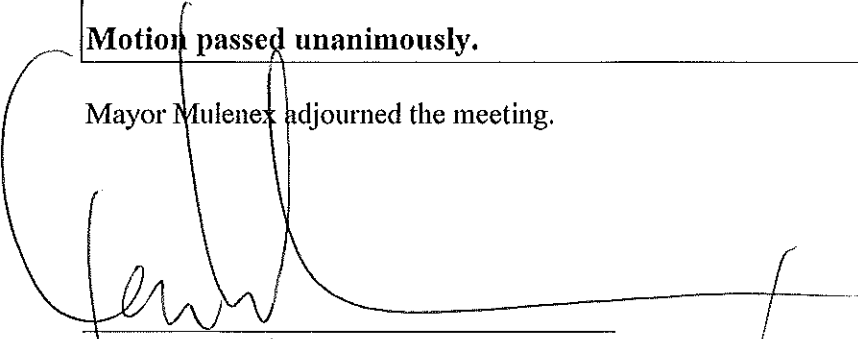
24. Adjourn

A motion was made by Councilor Agan and seconded by Councilor Martinez to adjourn the meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	

Motion passed unanimously.

Mayor Mulenex adjourned the meeting.



Mayor Ken Mulenex

Attest:



Lori Martin, City Recorder/Finance Officer