



CITY OF LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, February 28, 2018

6:00 p.m. Work Session

Special Session immediately following Work Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

Work Session – 6:00 p.m.

1. Call to Order

Meeting called to order at 6:00 p.m.

2. Establish Quorum

Present: Mayor Scott, Councilor Briese, Councilor Greiner, Councilor Heaton, Councilor Martinez and Student Councilor Trentyn Tennant

Also present: City Manager Cory Misley, Public Works Manager Jake Obrist and Administrative Assistant Holly Smith

3. Pledge of Allegiance

Led by Gary Gordon

4. Added Agenda Items

None

5. Public Comments

None

6. Discussion with Anderson Perry regarding Water/Wastewater Expansion and Improvement Project

Brandon Mahon with Anderson Perry gave a summary of the project thus far with regard to the water/wastewater expansion and improvement project. He reviewed project costs and highlighted some of the more important parts of the project. The City has been awarded a large amount of grants to help cover the cost. He discussed Anderson Perry's proposal and approach and handed out copies to the Council and staff for their review at a later time. He also mentioned that using the City's new GIS system will help streamline the design work. Councilor Heaton asked how Anderson Perry is going to handle outreach to residences in the areas that will be required to hook up to city

water and sewer. Brandon stated that this will be the next step in the process. Councilor Briese had questions with regard to the “Three Project Approach.” Mayor Scott questioned how the project will affect the roads while it’s ongoing. Brandon handed out a timeline and reviewed it with the Council and staff. Cory Misley stated that the City intends to hold another open house in April or May to provide the community with another update. Councilor Heaton wanted to know if there were any seismic considerations taken into the design process and Brandon confirmed that there will be a geotechnical design analysis. There was discussion regarding contingency funds, the cost estimate and how contractors bidding on the project factors into the final numbers.

7. Update on TGM Code Assistance Phase II

Cory Misley gave an update on the TGM Code Assistance Phase II. He explained that Melissa has been working on this, but she was unable to be at this meeting (due to prior engagement). Phase I laid out the Action Plan and Phase II will begin in March. The tail end of the process will be going through the public noticing process. There will be an advisory committee made of up community stakeholders and a representative from the Planning Commission and City Council to meet and be a sounding board through Phase II. Cory will send a draft timeline/meeting schedule to the Council in order to get a volunteer.

8. Discussion regarding City Council and Staff Reimbursement Policy and Procedures

Cory Misley explained that he’s reviewed the Charter and City Council Procedures. Historically, the process for reimbursement has been to submit reimbursements and have staff review them. They’re then added to the Consent Agenda for Council approval. If a council member has a question, they can pull reimbursements from the Consent Agenda and it can be discussed separately. Cory explained that at this time, he has to be the one to make the judgment call about what are appropriate requests and what aren’t. He wanted to know if the Council wanted the process outlined more specifically. Councilor Briese feels Council unity is important, but there were a couple of reimbursements on the last Consent Agenda that she had questions on, but weren’t a big enough deal to pull them and discuss separately. Cory stated that anytime a Councilor has a question, they can always check with the Council President or Mayor on whether something is appropriate. Mayor Scott said it’s important not to feel afraid to speak up if something doesn’t seem right. Councilor Briese clarified that she didn’t want it to appear divisive, as she has seen happen in some meetings. The Council agreed that they would keep the process “as is” for the time being and that Council issues would stay within Council verses going to Cory with questions.

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

None

10. Public Comments

None

11. Staff Comments

Cory Misley reminded the Council about the March 14th meeting. There will be a regular session but also a fairly lengthy executive session. There will be a follow up event on March 16th for the Sustainable City Year Program. Cory will be sending out a Manager Memo this Friday. **Jake Obrist** stated that telemetry kicked off this month and it's already working well and finding little issues he was unaware of before. There was discussion about the final survey head count with COIC and Oregon's Kitchen Table.

12. Council Comments

Student Councilor Trentyn Tennant gave a brief update on the bullying issues and how the La Pine schools have been in the news lately. He stated that the administration is doing a good job of keeping everyone informed. He believes how the school handled the threat today was handled well. **Councilor Briese** spoke with Cory about assigning staff members as liaisons for different boards in the community, i.e. Parks and Rec and Chamber of Commerce. **Councilor Martinez** thinks having staff assigned as liaisons to community organizations is a great idea, but believes it would have been a great Work Session idea. Cory said we'll discuss it at the March Work Session after Staff has had a chance to discuss it during their staff meeting. **Councilor Heaton** felt the meeting was productive. **Councilor Greiner** is happy with what we've accomplished tonight and thinks the proposed plan from Anderson Perry is going to help in discussions with the community.

13. Mayor's Comments

Mayor Scott explained that he tries to go a lot of the community events, but can't attend everything and encouraged the Council to attend as well. The County wanted to put a restriction on the acre that the City wants for the incubator building. Mayor Scott stated that he explained to them that the City is capable of making its own professional decisions. The Commission ultimately decided to give the City the land without any stipulations. He also stated that Cory, Jake and he had a meeting with Chris Doty and the Wickiup Junction maintenance came up in discussion. The City just needs to write a letter saying that the City wants jurisdiction of that area in order to maintain it from now on. Jake stated that that area has great potential. Mayor Scott said that the County will even kick in money for the improvements.

14. Adjourn Meeting

Councilor Briese made a motion to adjourn. Councilor Heaton seconded. No objections. Meeting adjourned.

Special Session – immediately following Work Session

1. Call to Order

Meeting called to order at 7:30 p.m.

2. Re-establish Quorum

Present: Mayor Scott, Councilor Briese, Councilor Greiner, Councilor Heaton and Councilor Martinez

Also present: City Manager Cory Misley, Public Works Manager Jake Obrist, and Administrative Assistant Holly Smith

3. Approval of contracts with Anderson Perry for Water System and Wastewater System Improvement Engineering Services RFP subject to legal, USDA and CBDG revisions, and authorizing the Mayor to sign the agreements

Cory Misley summarized the three different contracts. They are mainly boiler plate language. There will be different contracts for the water and wastewater projects. The contracts included the engineer design but also a lot of other work, i.e. funding applications and environmental reports, cultural resources monitoring, record drawings, etc. The third contract is the City's professional services agreement for the CDBG Grant. These contracts are being discussed and reviewed with the City's legal counsel. These are subject to Anderson Perry, USDA and CBDG revisions. Councilor Martinez doesn't agree with some of the language on the federal side with regard to discrimination, but if we want the money, we don't have a choice but to agree to the contract. Councilor Briese, Councilor Heaton and Councilor Greiner don't have any questions and believe we should move forward. **Councilor Briese made a motion to approve the contracts with Anderson Perry for Water System and Wastewater System Improvement Engineering Services RFP subject to legal, USDA and CBDG revisions, and authorizing the Mayor to sign the agreements. Councilor Greiner seconded. No objections.**

Mayor Scott called for a roll call vote. Councilor Heaton – AYE, Councilor Martinez – AYE, Councilor Greiner – AYE and Councilor Briese – AYE.

4. Public Comments

None

5. Staff Comments

None

6. Council Comments

None

7. Mayor's Comments

None

[Continued ...]

8. Adjourn Meeting

***Councilor Greiner made a motion to adjourn. Councilor Martinez seconded. No objections.
Meeting adjourned.***



Dennis Scott, Mayor

Attest



Cory Misley, City Recorder

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. The regular meeting is open to the public and interested citizens are invited to attend. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. 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 Holly Smith (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.