

# LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, January 12, 2011

Regular Session - 6:00 p.m.

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

## A. Regular Session – 6:00 p.m.

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Selection of Mayor
5. Ceremony for Retiring Councilors
6. Break
7. 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.
8. 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.

  - a. Approval of Minutes
    - i. December 15, 2010
  - b. Bills and Invoices
    - i. Approval of Bills
    - ii. Financial Report
    - iii. Approval of Reimbursements
  - c. Approval of HSR Architect Contract
9. Public Comments
10. Selection of Councilors for Appointment to Committees
11. Sewer and Water Withdrawal Update

12. City Hall Update
13. City Manager Contract
14. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
15. Public Comments
16. Committee Reports
17. Staff Comments
18. Council Comments
19. 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 meetings. This notice does not limit the ability of the City Council to consider or discuss additional subjects. These meetings are subject to cancellation without notice. These meetings are 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 at (541) 536-1432.

**LA PINE CITY COUNCIL MEETING MINUTES (Revised)**

**Wednesday, January 12, 2011**

**Regular Session - 6:00 p.m.**

51340 Highway 97, La Pine, Oregon 97739  
South County Building Meeting Room

A. Regular Session – 6:00 p.m.

1. Call to Order

Councilor Adele McAfee called the meeting to order at 6:00 pm

2. Establish Quorum

Roll Call:

City Manager Rick Allen  
Councilor Ken Mullenex  
Councilor Stu Martinez  
Councilor Dan Varcoe  
Councilor Adele McAfee  
Councilor Don Greiner  
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Councilor McAfee led the Pledge of Allegiance.

4. Selection of Mayor

**A motion was made by Councilor McAfee and seconded by Councilor Varcoe to elect Councilor Ken Mullenex to the position of Mayor.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Ken Mullenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

**A motion was made by Councilor Martinez and seconded by Councilor Varcoe to elect Councilor Greiner to the position of Mayor Pro Tem.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

04:12

5. Ceremony for Retiring Councilors

Mayor Mulenex presented commemorative plaques during a ceremony to Councilor Hedges, Councilor Ward and former Mayor Shields. Mayor Mulenex thanked each of the retiring Councilors for their tireless efforts in carrying out their responsibilities.

00:06:10

6. Break

A short break of 15 minutes was taken and cake was shared by all.

00:26:36

Mayor Mulenex called the meeting back to order at 6:26 pm.

7. 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.

14a. Authorization of attendance at an Economic Forecast Breakfast.

City Manager Allen pulled the Approval of HSR Architect Contract from the Consent Agenda.

8. 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.

- a. Approval of Minutes
  - i. December 15, 2010

Mayor Mulenex stated on page 6, “.....requesting to send a letter to the County...”. He said the word should be stating and not requesting. On Page 7, “...they will get a report from USDA...” Admin. Ass’t Morgan stated she understood ‘they’ referenced the City but will re-listen to the tape to make sure this is clarified. Also on page 9, “.....regarding four new companies interested in coming into the group.” Mayor Mulenex asked to replace the word ‘group’ with the La Pine Industrial Group. He said on Page 10 there is a reference to Ms. McAfee and that should be replaced by Councilor McAfee.

- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements
- c. Approval of HSR Architect Contract

**A motion was made by Councilor Greiner and seconded by Councilor McAfee to remove the Approval of the HSR architect contract from the Consent Agenda and to make corrections to the Minutes as noted.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

Approval of HSR Architect Contract

City Manager Allen stated that the Council had already awarded the contract to HSR Architects (for the new City Hall building) but he was waiting to have the contract finalized. He said the amount of money for the contract had already been approved.

**A motion was made by Councilor Varcoe and seconded by Councilor Greiner to authorize the City Manager to sign a contract with HSR Architect.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

9. Public Comments

None

42:50

10. Selection of Councilors for Appointment to Committees

The following committees will be represented by each of the Councilors:

- COIC (Central Oregon Intergovernmental Council) - primary Councilor Greiner, and secondary Councilor McAfee
- COACT (Central Oregon Area Commission on Transportation) – primary Mayor Mulenex and secondary Councilor Greiner.
- Wickiup Junction Steering Committee – primary Mayor Mulenex and secondary Councilor Greiner.
- Utilities Committee – primary Councilor Martinez and secondary Mayor Mulenex
- Small Cities Network – primary Councilor Greiner and secondary Councilor Varcoe.
- COCO – Central Oregon Cities Organization – primary Councilor McAfee and secondary Councilor Varcoe
- LIGI (La Pine Industrial Group) – primary Councilor Varcoe and secondary Councilor Martinez
- Water and Sewer Districts representative – primary Councilor Martinez and secondary Mayor Mulenex.

Councilor McAfee will check to see if the DWA (Deschutes Water Alliance) is still having meetings or not.

**A motion was made by Councilor Varcoe and seconded by Councilor Martinez to approve the selection of council members as just read out.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

01:00:20

11. Sewer and Water Withdrawal Update

City Manager Allen stated that representatives from the Districts will be at the Work Session scheduled for January 26<sup>th</sup>. He also passed out a letter for approval that the Council had directed him to have written to the Districts regarding the withdrawal processes.

**A motion was made by Councilor Greiner and seconded by Councilor Varcoe to approve the Sewer and Water letter currently before them and authorize the City Manager to send it.**

<b><i>Vote as follows:</i></b>	<b><i>AYE</i></b>	<b><i>NAY</i></b>
<b><i>Mayor Ken Mullenex</i></b>	<b><i>X</i></b>	
<b><i>Councilor Dan Varcoe</i></b>	<b><i>X</i></b>	
<b><i>Councilor Stu Martinez</i></b>	<b><i>X</i></b>	
<b><i>Councilor Adele McAfee</i></b>	<b><i>X</i></b>	
<b><i>Councilor Don Greiner</i></b>	<b><i>X</i></b>	

**Motion passed unanimously.**

01:12:30

12. City Hall Update

City Manager Allen said that the City received a tentative offer from a bank that would finance the new City Hall. The interest rate was between 5-6%. City Manager Allen stated that he expects to get a response to the City's offer that was made to the owner, Home Federal Bank, in the next day or two. He said having a City Hall will be good for the community and the City. City Manager Allen said this topic will be discussed further at the next Work Session.

13. City Manager Contract

City Manager Allen stated that his contract is up in February. He said doing an addendum to the original contract is the best way to extend the contract according to City Attorney Jeremy Green. City Manager Allen said that he could probably stay through the rest of this year. He said it will take approximately sixty days to hire a new City Manager.

**A motion was made by Councilor Greiner and seconded by Councilor McAfee that they set an Executive session to discuss the City Manager's contract.**

<b><i>Vote as follows:</i></b>	<b><i>AYE</i></b>	<b><i>NAY</i></b>
<b><i>Mayor Ken Mullenex</i></b>	<b><i>X</i></b>	
<b><i>Councilor Dan Varcoe</i></b>	<b><i>X</i></b>	
<b><i>Councilor Stu Martinez</i></b>	<b><i>X</i></b>	
<b><i>Councilor Adele McAfee</i></b>	<b><i>X</i></b>	
<b><i>Councilor Don Greiner</i></b>	<b><i>X</i></b>	

**Motion passed unanimously.**

It was decided there would be an Executive Session at the next City Council meeting date of January 26<sup>th</sup>.

14. Other Matter

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

14a. Authorization of attendance at an Economic Forecast Breakfast.

The cost to attend this event is \$75 per person. Councilor Mullenex also stated this event is a Central Oregon Economic Forecast meeting. He said there will also be a presentation about an organization that is trying to come together called the Deschutes Economic Alliance (DEA).

The council had consensus to have the City Manager and one Councilor attend the Economic forecast breakfast but not to sponsor a table.

**A motion was made by Councilor McAfee and seconded by Councilor Greiner to fund the City Manager and one Councilor to attend the Central Oregon Economic Forecast on the 27<sup>th</sup> of January 2011.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mullenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

The Council also had consensus for the Mayor and City Manager to attend this meeting.

01:20:55

15. Public Comments

Joseph Garcia, area resident, asked about video taping the Central Oregon Economic Forecast Breakfast meeting. Councilor Varcoe stated that the meeting is not just a presentation that the Central Oregon Economic Forecast organization is trying to develop teams and get involved in taking action.

Ted Scholer, area resident, stated he feels that two people going to the meeting is a good amount of people to send from the City.

Councilor Martinez wanted to thank the City for sending flowers to his late father's service.



01:25:08

16. Committee Reports

Councilor McAfee stated that the DEQ Steering Committee for the nitrate issues will approach the DEQ (Dept of Environmental Quality) to see if they want a City representative on that committee.

17. Staff Comments

City Manager Allen stated that the Midstate Franchise will hopefully be on the agenda for the next Work Session so it can get implemented around March 1<sup>st</sup>. Sid Rivers, Assistant to the City Manager, has been doing research on wages and benefits of Public Work employees. She is also working on an animal control ordinance. In addition, Ms. Rivers is working on an ordinance for future City Councils after the Charter is passed regarding how nominations will occur for both Councilors and the Mayor. City Manager Allen stated that he would like the new Public Works Dept for the City to review street sign issues. He also said he would like to revise the City Council Rules and Procedures in the future. City Manager Allen said the Charter will be discussed at the next Work Session. Sid Rivers said that the City is also working on a newsletter to go out to the City residents.

18. Council Comments

Councilor Varcoe thanked the previous Council and staff for what they had done to bring the new Councilors to a good place.

Mayor Mulenex read a thank you card from Stu Martinez and family for the plant that was sent for the memorial. He thanked the Councilors for electing him Mayor. Mayor Mulenex also stated he considered himself a Councilor who just keeps the meetings moving, signs documents and is the face of the City on behalf of the Council. He said he does not represent the Council except as he has just stated and that he considers himself an equal as a Councilor.

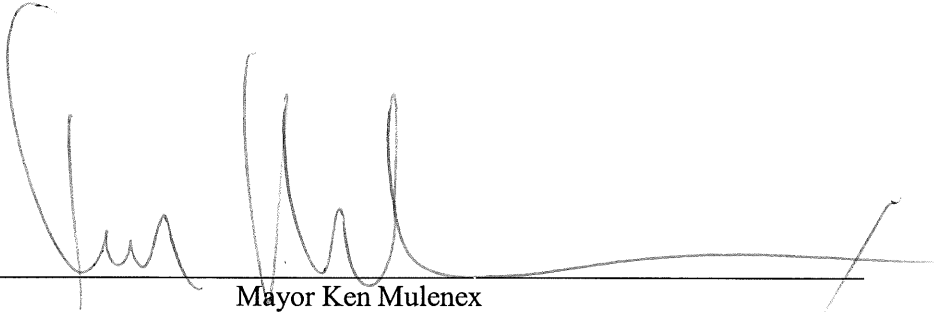
19. Adjourn

**A motion was made by Councilor Martinez and seconded by Councilor Greiner to Adjourn the Meeting.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Councilor Dan Varcoe</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Adele McAfee</i>	<i>X</i>	
<i>Councilor Don Greiner</i>	<i>X</i>	

**Motion passed unanimously.**

Mayor Mullenex adjourned the meeting at 7:50 pm.



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Mayor Ken Mullenex

Attest:



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City Manager/Recorder Rick Allen