

LA PINE CITY COUNCIL MEETING AGENDA (revised 5/13/10)

Wednesday, April 28, 2010 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

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.
 - a. Approval of Minutes
 - i. April 10, 2010 – Town Hall Meeting
 - ii. April 14, 2010 – Regular Meeting Minutes
 - b. Bills and Invoices
 - i. Approval of Reimbursements
6. Terminix – Mosquito Abatement

Dustin Heidtke, Vice President, Terminix
7. Proposal for Management of La Pine Street Light Banners

Dan Varcoe, Executive Director, La Pine Chamber of Commerce
8. Liquor License Approval for Special Event (July 2, 2010) – Homestead Tavern

Carol Raebel, Owner
9. Appointment of City Representative for Selection of Consultant – Highway 97 Corridor Study
10. Planning Commission – Budget/Historic Landmarks Commission Subcommittee

John Thomas, Chair of the Planning Commission

11. Permission for Committee Member to Attend Oregon Water and Wastewater Infrastructure Finance Workshop
12. Other Matters
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
13. Public Comments for Items not on the Agenda
14. Committee Reports
15. Staff Comments
16. Council Comments
17. 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. The meeting is subject to cancellation without notice. The 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 Luana K. Damerval at (541) 536-1432.

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, April 28, 2010 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

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

2. Establish Quorum

Roll Call

Mayor Kitty Shields – Absent by prior arrangement
Councilor Doug Ward – Absent by prior arrangement
Councilor Barbara Hedges
Councilor Adele McAfee
Councilor Don Greiner
City Attorney Jeremy Green – Excused
City Recorder Luana Damerval
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Marcia Sanchez, area resident, 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.

- 12a) Wickiup Station and Vic’s Bar and Tavern, OLCC Apps for same event.
- 12b) Legislative Day – Adele McAfee
- 12c) TIGER Grants - Transportation Investment Generating Economic Recovery

00:02:48

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.

a. Approval of Minutes

- i. April 10, 2010 – Town Hall Meeting
- ii. April 14, 2010 – Regular Meeting Minutes

b. Bills and Invoices

- i. Approval of Reimbursements

Councilor McAfee asked to have the wording changed on page 8 of the April 14th Meeting Minutes to say “State should determine if there is a conflict and the City designate an alternate.”

A motion was made by Councilor Greiner and seconded by Councilor Hedges to Approve the Consent Agenda with one change to the April 14th Meeting Minutes.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

00:06:30

6. Terminix – Mosquito Abatement

Dustin Heidtke, Vice President, Terminix

Mr. Heidtke addressed the Council regarding the contract for Mosquito Abatement for the coming season. In response to a question from Councilor Greiner, Mr. Heidtke stated that the best time to spray is in the evening and that they can, hopefully, do the entire contracted area in about two weeks. He also said that this particular type of application does not carry with it any guarantees because of the nature of the mosquito.

Mr. Heidtke did emphasize that the application should be not applied near aquatic life, near a river or lake for example. He said small little ponds in people’s front yards should be fine. In response to a question from Councilor McAfee, Mr. Heidtke said that doing just half a program would probably get poor results. City Recorder Damerval asked if the Park and Rec Dept abatement control program could be combined with the City’s program to bring the cost down. Mr. Heidtke stated that the fogging process would not be advisable for a campground. He said, in regard to the payment that they would be willing to work with the City of La Pine because they look forward to a long term, future relationship. Mr. Heidtke, in response to a question from Councilor Greiner, stated that the cost for the 2011 abatement season would be the same next year as this year because they can buy the chemicals in bulk.

00:28:10

Public Comment

Dan Varcoe, Chamber of Commerce, discussed coordinating the fogging with the big tourist events for the year as well as helping the local residents. He thanked the City for their efforts in this regard.

00:31:26

Councilor McAfee stated for this fiscal year there would be approximately \$3,332 and next fiscal year there would be a charge of approximately \$10,628. Mr. Heidtke stated that all of June would be \$2,560. He said the total of the trial basis would be \$3,840.

00:33:20

A motion was made by Councilor Greiner and seconded by Councilor Hedges to enter into a mosquito abatement agreement with Terminix, pending legal review, and authority for the Mayor to sign the agreement.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

00:34:20

7. Proposal for Management of La Pine Street Light Banners

Dan Varcoe, Executive Director, La Pine Chamber of Commerce

Dan Varcoe, Chamber of Commerce, stated the Chamber is interested in combining marketing for coordination purposes of various events in the City. He said that they are proposing to manage the banners, at no cost to the City, to help the City and also promote tourism. Mr. Varcoe said the banners would be consistent in nature and they would also probably hang seasonal banners when they are not sponsoring a particular event. He also said they would obtain liability insurance coverage to protect the City and contract out for the hanging and replacement of the banners.

Councilor McAfee stated that the banners are a nice cherry on top of the lamp posts that the Ford Foundation donated to the City and she also liked relieving the City of management responsibilities for the banner.

Public Comments

John Thomas, Planning Commissioner, stated that the zoning ordinances being developed will have a section on sign and banner codes but they will not probably be in effect until fiscal year 2011-2012.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to have the City Attorney contact you, fill out some sort of contractual agreement and present it to Council for some kind of approval at the next meeting.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

00:43:30

8. Liquor License Approval for Special Event (July 2, 2010) – Homestead Tavern
Carol Raebel, Owner

After a brief discussion during which the City Council expressed support for this activity and talked about how successful it had been in the past, they decided to vote on the Liquor License Approval.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to Approve the temporary liquor license application for Carol Raebel dba as Homestead Tavern.

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

00:45:35

9. Appointment of City Representative for Selection of Consultant – Highway 97 Corridor Study

City Recorder Damerval gave a brief background on this agenda item. Councilor McAfee said that Councilor Hedges and she are already on the Traffic Analysis Committee and she thinks Councilor Hedges would be the best selection for this task.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to Appoint Councilor Hedges to Serve on the Selection process for a Consultant for the Highway 97 Corridor Study.

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

00:48:30

10. Planning Commission – Budget/Historic Landmarks Commission Subcommittee

John Thomas, Chair of the Planning Commission
Deborah McMahon, DMC Consulting, Inc.

Deborah McMahon discussed that the sign codes the Commission will be working on this coming year will have a section on the banners. She said that the City will need to be covered for liability with the banners and also the ordinance will clarify what the City requires overall.

Ms. McMahon discussed the details regarding the fiscal year 2010-2011 budget for the Planning Commission:

- public outreach and advertising costs
- analyzing applications, may require contracting some work to be done
- GIS mapping, inventory work, grant writing
- resource materials and handouts for the public
- subscriptions, memberships, training

John Thomas proposed that all monies not used be put in the next fiscal year budget for the Planning Commission rather than go into the General Fund.

01:01:38

Councilor McAfee stated that she would like to see the City get into electronic submission of plans, not go paper. She said that the County Planning Department representatives, at the April 21st Planning Commission Meeting, offered to let the City use their program for free. Deborah McMahon also suggested having monitors for the Planning Commissioners to use for viewing information. She said that they County sent an e-mail that their library is also available to the City and Commissioners.

John Thomas discussed the good relationship between the Planning Department of Deschutes County and the City of La Pine. City Recorder Damerval agreed about the good relationship between the City and the County.

Councilor Hedges asked about mileage reimbursement for local travel and John Thomas said it was more directed to trips to the valley. Deborah McMahon said most of the travel would be to Portland or Eugene.

01:07:40

Councilor Greiner stated that he thought the budget for travel and meals was a little too tight because of the costs for gasoline and motel costs. He also said that the new City Administrator/Manager will be able to help with the Planning Commission goals during the coming year. John Thomas said he hopes, at a future time, that most of the costs of the Planning Department will be covered by generated fees. He also suggested having a separate fund for the Planning Commission in the City budget and accounting.

City Recorder Damerval emphasized that the Council cannot vote on a budget line item at this time, they are just approving the proposed Planning Commission budget to be presented to the Budget Committee for consideration.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to Approve the proposed Planning Commission budget for fiscal year 2010-2011 to be presented to the Budget Committee for consideration.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

01:16:45

Historical Landmarks Commission

John Thomas read a brief notice regarding the newly formed Commission that he would like published in the local papers for public outreach about the Commission and also requesting historical information from the public. Councilor McAfee stated that she felt the statement had just the right amount of enthusiasm. Councilor Greiner stated that he appreciated all the hard work of the Planning Commission.

01:18:11

11. Permission for Committee Member to Attend Oregon Water and Wastewater Infrastructure Finance Workshop

Ted Scholer, Chair of the Utilities Committee, stated that this workshop is to learn about what grants and financing is available regarding the work for the Water and Sewer Districts to be absorbed by the City.

Mr. Scholer also stated, regarding the previous discussion on the Planning Commission's budget, some of the tasks they were presenting could eventually be coordinated with Water and Sewer District personnel.

Public Comment

Chris Marko, From the Rural Communities Assistance Corp., stated that the key funding agency folks will be at the workshops from a variety of public and nonprofit organizations.

Ted Scholer said if the City could reimburse him for one night's lodging as well as mileage that would be helpful because it is about a five hour drive and the workshop starts in the morning. City Recorder Damerval pointed out that the line item for this year's budget for travel and meetings is already over budget.

Councilor Hedges suggested the City reimburse Mr. Scholer for two nights. Councilor Greiner advised Mr. Scholer to stay at a quality motel on his visit.

A motion was made by Councilor Hedges and seconded by Councilor Greiner to Grant Permission for Ted Scholer, Chair of the Utilities Committee, to attend the Oregon Water and Wastewater Infrastructure Finance Workshop and to reimbursement Mr. Scholer for his expenditures of approximately \$400.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

01:27:29

12. Other Matters

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

12a) Wickiup Station and Vic's Bar and Tavern, OLCC Apps for same event.

Councilor McAfee asked the Councilors if they had a chance to go over the two different liquor license applications for the same special event. Council had no comments or questions.

A motion was made by Councilor Greiner and seconded by Councilor Hedges to Grant the Application for Temporary Liquor Licenses for Wickiup Sports Bar and for Vic's Bar Inc.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

01:29:27

12b) Legislative Day – Adele McAfee

Councilor McAfee stated that this item has to do with COCO (Central Oregon Committees Organization) which is a legislative committee. She said she has volunteered La Pine to be the host city for the Economic Legislation Committee event. Councilor McAfee said she did not believe it was going to cost the City any money but wanted to make sure everyone was onboard. She said it will be a community effort to include the Chamber of Commerce and other organizations in La Pine. Councilor McAfee said if La Pine is not selected as the host city it could at least be one of the legs on the committee's trip. Council had consensus for Councilor McAfee to move forward on this opportunity.

01:32:40

12c) TIGER Grants - Transportation Investment Generating Economic Recovery

Councilor McAfee announced that this transportation grant is the second round of the Recovery Act. She said that the City could possibly apply for this grant for the funding of the Corridor Study. Councilor McAfee said the pre application must be submitted by July 16th. She also said the grant required a twenty percent match.

Deborah McMahan stated that this is an excellent example of where an expert could assist the City with applying for this grant. She said the Wickiup overpass would be a beautiful project. Ms. McMahan said that once the details of the grant are known, they might require the City to look at only big projects like the overpass.

Councilor McAfee asked for a consensus to move forward and try to work with the County, ODOT and City to apply for this grant and meet the deadlines. Ms. McMahan said that the City definitely needs to apply for this grant.

A motion was made by Councilor Hedges and seconded by Councilor Greiner to make Grant Funding a top priority and for the City to move in that direction and for staff to report back to the Council.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

Motion passed unanimously.

01:39:00

Public Comment

Ted Scholer, area resident, stated that this is a primary example of why the City was incorporated. He said the City can now sit at the table and apply for grants for various projects. He said that Ed Criss, Deschutes County Planning Commissioner, stated that he knows some people who could write a grant for little or no cost.

01:40:07

13. Public Comments for Items not on the Agenda

John Thomas noted that June 16th at 6 pm is the first meeting of the Transportation Advisory Committee. He said that a member of the Council is to be an ex-officio member of the committee. Mr. Thomas also said that the new starting time for the Planning Commission meetings is 4 pm instead of 6 pm on the third Wednesday of each month. Selection of a Council representative will be on the next City Council meeting agenda.

Chris Marko, RCAC, gave a brief history of the relationship between the City of La Pine and the Rural Community Assistance Corporation over the past couple of years. He also related some of the items that have been discussed regarding infrastructure and economic development with various stakeholders and plans to move forward. Mr. Marko said that on May 7th, at 1 pm to approximately 5 pm at the Midstate Electric conference room, they will go through a questionnaire that will be presented to business people regarding economic development concerns and suggestions. Mr. Marko said that RCAC is not charging a fee for this meeting. He said he would like the Council's approval to move forward with this meeting. Councilor Hedges noted that the City Council is having a Special Meeting on May 7th regarding an investigation concerning Councilor McAfee.

01:48:13

Councilor McAfee stated that, until right now, she had not been informed of a May 7th City Council meeting regarding charges that have been brought against her by some Councilors. City Recorder Damerval stated she had tried to get a hold of her all day to tell her about the scheduled meeting.

Councilor McAfee said that with the COCO legislative event, this could not be timelier. In response to a question from Deborah McMahan, Mr. Marko stated that it may be possible to put the questionnaire on the City's website so people who could not attend the meeting could participate. He said that at this time they do not plan to spend a lot of time analyzing the results; it is more for discussion purposes. In response to a question from John Thomas, Mr. Marko said that the summary of the results of the questionnaire and discussion will be available to the public as well as the stakeholders.

Council had consensus for Chris Marko to move forward with the Economic Development Planning Meeting on May 7th. Mr. Marko said that there have been some staff responsibility changes at RCAC and he will not be spending as much time in La Pine in the future, but Jake Salcone, also from RCAC, will be assisting in the La Pine area.

01:53:25

14. Committee Reports

Ted Scholer, Utilities Committee, stated that he had nothing to report at this time. He said they are looking forward to some action reports from committee members at the May meeting.

City Recorder Damerval discussed the LIGI (La Pine Industrial Group) meeting she attended and also the TAG (Transportation Action Group) meeting. She said that ODOT discussed some of their projects and also that Swede Barber will be retiring as of June 30th. City Recorder Damerval said TAG's next meeting will be May 20th. She said at the LIGI meeting the main topic of discussion was the progress between Biogreen and Deschutes County.

John Thomas, Planning Commission, discussed the work that will be required of this Commission during the next fiscal year with zoning ordinances. He also said the Commission still needs a fifth member. Mr. Thomas discussed the Name the Neighborhood canvassing that will be done by volunteers throughout the three neighborhoods on May 8th. He also discussed the positions needing to be filled on the Transportation Advisory Committee. Mr. Thomas said there is a need to get rid of the perception that not a lot of things are getting accomplished by the City.

Ted Scholer said he would like to amend his report and stated that they are currently advertising for Utility Committee members.

It was also announced that Virginia Classen will be the Planning Committee representative on the Transportation Advisory Committee.

15. Staff Comments

City Recorder Damerval stated that the advertisements for a City Manager/Administrator have been placed and are currently running in the newspapers. She also said an RFP (Request for Proposal) for the Cagle subdivision road work is currently being advertised. City Recorder Damerval stated that the road work for Cagle Road is currently being completed. John Thomas asked if the contract included crowing. City Recorder Damerval stated that it was included as part of the specs in the RFP.

02:03:30

16. Council Comments

Councilor Greiner thanked Councilor McAfee for her job at running the City Council meeting to-night at the last minute. He also said that the City has accomplished a lot and disagreed with the earlier made statement to the contrary.

02:04:20

Councilor McAfee asked that the following statement be put on the record:

- I have been monitoring legal expenditures for several months and in my opinion I think they are out of control. I will be voting no on any payments I conclude as excessive. I feel it is staff's responsibility and should be their goal to eliminate these extraneous charges.

Councilor Hedges stated she agreed with the statement for the record. She also had no other comments.

17. Adjourn

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

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Hedges</i>	<i>X</i>	
<i>Councilor McAfee</i>	<i>X</i>	
<i>Councilor Greiner</i>	<i>X</i>	

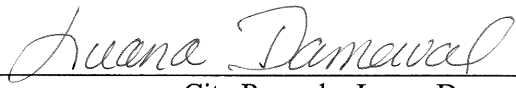
Motion passed unanimously.

Councilor McAfee adjourned the meeting at 8:06 pm.



Mayor Kitty Shields

Attest:



City Recorder Luana Damerval