

LA PINE CITY COUNCIL MEETING AGENDA  
Tuesday, November 10, 2009  
Regular Session – 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 this 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. October 13, 2009 – Special City Council Meeting Minutes
    - ii. October 14, 2009 – City Council Meeting Minutes
  - b. Bills and Invoices
    - i. Approval of Bills
    - ii. Financial Report
    - iii. Approval of Reimbursements
6. Snow Removal Policy – Update
7. Transportation Systems Planning Committee
8. Letter of Support – City of Madras
9. Discussion on the Water and Sewer Committee for the City of La Pine
10. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
10. Public Comments for Items not on the Agenda

11. Staff Comments
12. Council Comment
13. 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

Tuesday, November 10, 2009

Regular Session – 6:00 p.m.

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

1. Call to Order

The meeting was called to order at 6:07 pm.

2. Establish Quorum

Roll Call

Present Were:

Mayor Kitty Shields

Councilor Doug Ward

Councilor Barbara Hedges

Councilor Adele Moilanen

City Attorney Jeremy Green

City Recorder Luana Damerval

Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

Councilor Ward led the Pledge of Allegiance.

4. Other Matters

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

Mayor Shields added two Agenda items for Item Number 10:

10a) Speed limit Update

10b) COIC Letter of Support

Councilor Hedges requested a discussion on hiring a City Manager. Mayor Shields stated it would probably be better to schedule it for a Work Session for more time, and that a request to staff during office hours would get that on an upcoming agenda.

00:03:25

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.

Councilor Moilanen stated she had a correction on the Oct. 14<sup>th</sup> minutes. She asked to remove the address for Ted Scholer during the discussion of the Water and Sewer Committee.

- a. Approval of Minutes
  - i. October 13, 2009 – Special City Council Meeting Minutes
  - ii. October 14, 2009 – City Council Meeting Minutes
  
- b. Bills and Invoices
  - i. Approval of Bills
  - ii. Financial Report
  - iii. Approval of Reimbursements

**A motion was made by Councilor Ward and seconded by Councilor Hedges to approve the Consent Agenda with a correction to the Oct. 14<sup>th</sup> Minutes as discussed:**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

**Motion passed unanimously.**

00:07:01

6. Snow Removal Policy – Update

City Attorney Green stated he is very close to having the policy completed. He said he is only waiting for the County Road Department to identify the County roads that the County will be responsible for maintenance. City Attorney Green stated that the document should be signed sometime next week. He also said that City staff was researching that Mayor Shields had prior approval to sign the policy.

Judy Barth, area resident, asked if there was somewhere she can get a copy of that policy, of if it is online. She also asked which roads would be taken care of. Mayor Shields stated that Ms. Barth can go into City Hall during regular scheduled hours and request that information.

00:13:30

7. Transportation Systems Planning Committee

City Attorney Green responded to the Planning Commission’s request to be allowed to form a Transportation Systems Planning Committee. He suggested the Council allow the Planning Commission to explore forming the committee.

Councilor Moilanen requested to receive more information from the Planning Commission as to the details of the committee and respond back to the Council with that information.

In response to a question from Councilor Ward, Mayor Shields stated that there is money involved in developing and fulfilling the requirements of a Transportation System Plan.

The Council directed staff to contact the Planning Commission and request that they explore the formation of this Committee regarding both the duties and vision and report back to the City Council.

00:20:30

8. Letter of Support – City of Madras Airport Operational Safety Improvements Project

Mayor Shields asked the Council if they had read the suggested Letter of Support provided by the City of Madras, and if they had any questions or concerns. She said the letter is needed to help support a grant application for airport operational safety improvements. On advice from City Attorney Green, language was changed where appropriate to state that the City of La Pine understands certain outcomes will result from these improvements, rather than asserting that they will.

**Council directed staff to provide a Letter of Support with the recommended changes, and authorized the Mayor to sign.**

00:24:58

9. Discussion on the Water and Sewer Committee for the City of La Pine

Ted Scholer stated that he has not received any phone calls regarding additional persons wanting to serve on the Committee since it has been advertised.

**A motion was made by Councilor Moilanen and seconded by Councilor Ward to appoint the following people to serve on the Water and Sewer Committee for the City of La Pine: Ted Scholer, Councilor Moilanen, Tony DeBone, Jayne Benner, and also a Commission member from the Water District and also one from the Sewer District as yet to be determined.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

**Motion passed unanimously.**

00:32:30

10. Other Matters

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

10a) Speed limit Update

City Recorder Damerval stated that Dan Serpico, from the Oregon Department of Transportation, stated that a speed zone analysis was done in La Pine in September of 2009 and also that ODOT did move the 35 mph speed limit sign 200 feet north of Hwy 97 and Reed intersection. She said that was the only change that ODOT came up with. Councilor Hedges stated that at a meeting she attended, ODOT said that 200 feet was as far as they could move that speed limit sign. She said they did not give a reason.

Councilor Ward discussed the Stakeholder's Traffic Calming Meeting he attended back on November 3, 2009. He said ODOT told him that from their recent traffic volume analysis that traffic is down by 4% at the intersection of Hwy 97 and Reed Road. Councilor Ward stated that he asked Gary Farnsworth if ODOT would take the recommendations from the study, if the La Pine Industrial Group would pay \$75,000 for a traffic study. He said Mr. Farnsworth did not respond to his question. He said ODOT wants to put in flashing lights or a painted cross walk at that intersection.

Councilor Hedges stated that no discussion meetings have been held for the public regarding students crossing Burgess Road to get to the new grade school. She said one suggestion made was to have the parents volunteer as crossing guards.

Councilor Ward stated that it was his impression that ODOT did not really want to resolve the traffic and safety issue at the Hwy 97 and Reed Road intersection. He said they only want it to look like they are working on the problem. Councilor Hedges stated that she thought ODOT was making progress on the traffic and safety issues in La Pine. She said it is a slow process as it involves communication between various public and private entities. Councilor Moilanen asked City Recorder to include her on all future Stakeholder Meeting Notices since she is the Council representative for those meetings.

City Recorder Damerval stated that she asked Mr. Serpico about the Huntington Road speed change. She said he told her they do not do speed limit analyses during the winter time but that Huntington Road is first on their list for the spring of 2010.

00:45:15

10b) COIC Letter of Support for Cascade East Transit

City Recorder Damerval stated that the request for the COIC Letter of Support came in from Andrew Spreadborough. She also said the request came in at the last minute. Councilor Moilanen requested some information about Cascade East Transit, who the requested letter is to assist with a grant application. Administrative Assistant Morgan gave some information about COIC and their transportation program that she had obtained from attending a COIC dinner meeting with Councilor Hedges. Councilor Moilanen stated she would have liked the Council to have been provided with more information about Cascade East Transit, not just for now, but also in the past.

The Council had consensus and directed staff to provide a Letter of Support to COIC that has similar wording to the Letter of Support for the City of Madras. The Council also had consensus for the Mayor to sign the Letter of Support.

00:53:04

11. Public Comments for Items not on the Agenda

Mayor Shields stated that the Council always welcomes Public Comment and that the Council hopes to have more Town Hall Meetings in the future. She also suggested the public can contact City Hall to obtain additional information and also if they want to contact the Council members.

Dan Varcoe, Chamber of Commerce, announced the Community Meeting scheduled for November 19<sup>th</sup> at the Senior Center in La Pine. He said the meeting will involve planning for the 100<sup>th</sup> anniversary for the City of La Pine. Mr. Varcoe also expressed concern that the Stakeholders Meeting held on November 3<sup>rd</sup> was not noticed and did not seem to have any real public access.

Ted Scholer, area resident, stated that he has gotten very frustrated when dealing with ODOT, especially over the stop light issue on Highway 97.

Mayor Shields stated that the Council also shares the frustration with the issue, but that they will continue to pursue it.

Judy Waggoner, area resident, talked about her concerns for drivers as well as pedestrians at the Reed and Hwy 97 intersection. She said it is a terrifying intersection. Ms. Waggoner also said that she lives on Evergreen but her mailbox is on the north side of Burgess. She said it is unsafe for her to have to cross Burgess to get her mail. Councilor Ward suggested how Judy Waggoner can begin the process of getting her mail delivered to her at a mailbox on Evergreen. He said he went through the exact same process to have his mail box location changed.

00:01:02

12. Staff Comments

City Recorder Damerval discussed the following:

- Planning Commission Continuation Meeting of the Comp Plan will be held on Nov. 18<sup>th</sup> at the City Hall Conference Room,
- Community Meeting at Senior Center on Nov. 19<sup>th</sup> for planning 100<sup>th</sup> anniversary for City,
- Trucker's Parade on Dec. 5<sup>th</sup> starting at 6 pm,
- Chamber Breakfast on Nov. 20<sup>th</sup> at 7:45 pm at the High School
- Veteran's Day tribute at the flag pole at the library on Nov. 11th

City Attorney Green thanked Administrative Assistant Morgan for her work at City Hall and also about the good communication during the City Recorder's vacation. Mayor Shields also said that she felt the City had been in good hands that week.

01:04:35

13. Council Comments

Councilor Ward stated he had attended the Water District and Sewer District Meetings today. He said that both Districts want to expand into the Cagle subdivision. Councilor Ward stated that they are applying for funding through a rural development grant. He said that the sewer work on Morson Street has been completed and that Midstate Electric has taken over the old lines and will be running fiber-optic lines through them.

Councilor Moilanen stated that she attended the November 9<sup>th</sup> Text Amendment Public Hearing regarding the re-zoning of the Industrial Park. She said she did not specifically remember the County Planning Commission approving the 100 foot height of the stacks at the Oct. 8<sup>th</sup> Public Hearing. Councilor Moilanen stated that the language in the Text Amendment has now been changed to reflect the height issue.

01:07:45

Mayor Shields discussed the City of La Pine Infrastructure Focus Group Meeting scheduled for Nov. 17<sup>th</sup> at the Midstate Electric Building.

Councilor Hedges discussed the COIC informational meeting that she and Administrative Assistant Morgan attended on Nov. 5<sup>th</sup>. In response to a question from Councilor Hedges, City Attorney Green

stated that Vic Russell has been awarded the Cagle Road work contract. Mayor Shields also said she had discussed the scope of the work more in detail with Vic Russell for further clarification of his bid.

Councilor Hedges asked why the Stakeholders Traffic Meeting that was held on November 3rd was not noticed to the Public although it is open to the Public. City Recorder Damerval said the Stakeholders group was formed to resolve some temporary issues for the Reed and Hwy 97 Intersection. Mayor Shields said that it was more like a staff meeting for members of different organizations getting together to discuss issues. Dan Varcoe, Chamber of Commerce, also expressed concern about not receiving notice of the meeting. Mayor Shields said that there is some confusion on what meetings are Public and she will be talking with both City Recorder Damerval and Councilors for clarification.

14. Adjourn

**A motion was made by Councilor Ward and seconded by Councilor Hedges to adjourn the Meeting.**

*Vote as follows:*

*AYE*

*NAY*

*Mayor Kitty Shields*

*X*

*Councilor Doug Ward*

*X*

*Councilor Barbara Hedges*

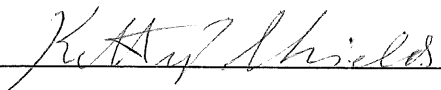
*X*

*Councilor Adele Moilanen*

*X*

**Motion passed unanimously.**

Mayor Shields adjourned the City Council Meeting at 7:21 pm.

  
\_\_\_\_\_

Mayor Kitty Shields

Attest:

  
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City Recorder Luana Damerval