

**LA PINE CITY COUNCIL MEETING AGENDA**

Wednesday, September 23, 2009 - 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. September 9, 2009 - Regular Meeting Minutes
  - b. Bills and Invoices
    - i. Approval of Bills
    - ii. Approval of Mileage and Cash Reimbursements
6. Memorandum of Understanding - US 97/La Pine Corridor Traffic Analysis Project
7. Resolution No. 2009-008

A resolution extending the City of La Pine’s workers’ compensation coverage to volunteers of the City of La Pine.
8. Proclamation Observing October 8, 2009 as Oregon Day of Culture
9. Lowering of Speed Limits on Huntington Road and US97.
10. Designation of Voting Delegate - 2009 Annual LOC Membership Meeting
11. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
12. Public Comments for Items not on the Agenda

13. Staff Comments
14. Council Comments
15. 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, September 23, 2009 - 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 6:04 pm by Mayor Shields.

## 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

The pledge of Allegiance was led by Councilor Ward.

00:05:30

## 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.

Councilor Hedges requested to move Approval of Bills from the Consent Agenda to Other Matters. Mayor Shields asked to move the September 9<sup>th</sup> Meeting Minutes to Other Matters. In addition, Mayor Shields asked to add internet technical issues to Other Matters. The following agenda items were added under Other Matters:

11a. August 1-31, 2009 Approval of Bills

11b. September 9, 2009 Meeting Minutes

11c. Internet Technical Issues

00:01:08

## 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. September 9, 2009 - Regular Meeting Minutes - *moved to item 11b.*
- b. Bills and Invoices
  - i. Approval of Bills – *moved to item 11a.*
  - ii. Approval of Mileage and Cash Reimbursements

**A motion was made by Councilor Hedges and seconded by Councilor Moilanen to Approve Consent Agenda Item 9bii - Approval of Mileage and Cash Reimbursements.**

<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.**

00:06:52

6. Memorandum of Understanding - US 97/La Pine Corridor Traffic Analysis Project

City Attorney Green stated that the Agreement is regarding the scoping project for the Traffic Analysis Project with the County, ODOT, LIGI and the City of La Pine.

00:08:50

Mayor Shields asked about the completion date. City Attorney Green said the analysis completion date is tentatively slated for March of 2010 and the presentation would probably be scheduled for two weeks later.

00:11:15

Mayor Shields asked the Council if they wanted to approve the MOU pending legal review. City Attorney Green said if there were any significant changes, he would bring the MOU back to the Council for review.

**A motion was made by Councilor Moilanen and seconded by Councilor Hedges to Approve the Memorandum of Understanding between ODOT, Deschutes County, La Pine Industrial Group, and the City of La Pine subject to legal review with authority for the Mayor to sign and also with the understanding that if there are any material changes Legal Counsel will bring it back for review.**

<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.**

00:14:02

7. Resolution No. 2009-008

A resolution extending the City of La Pine's workers' compensation coverage to volunteers of the City of La Pine.

After a brief discussion, City Recorder Damerval read the title to Resolution 2009-008.

**A motion was made by Councilor Ward and seconded by Councilor Hedges to approve Resolution No. 2009-008.**

<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.**

00:15:27

8. Proclamation Observing October 8, 2009 as Oregon Day of Culture

Mayor Shields stated that she received this request and suggested to City staff to add this Proclamation to the agenda.

After a short discussion, the Council agreed to request City staff to post the Proclamation in the Frontier Advertiser and Wisebuys.

**A motion was made by Councilor Hedges and seconded by Councilor Ward to approve the Proclamation observing October 8, 2009 as the Oregon Day of Culture and directing staff to get it published in the Frontier Advertiser and Wisebuys.**

<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.**

00:20:40

9. Lowering of Speed Limits on Huntington Road and US 97.

City Recorder Damerval stated she had obtained the ODOT speed limit change request form. She said this is the same form that can be used for both speed zone change requests on Huntington Road and US 97. City Recorder Damerval recommended extending the 45 mph speed limit on Huntington Road, south of Burgess, to where the current 55 mph speed limit is posted. She also recommended decreasing the 55 mph speed limit on Hwy 97, just north of Wickiup Junction, to 50 mph and continuing it south until the speed limit decreases to the posted 45 mph coming into the downtown

area. Mayor Shields stated that comparing Huntington Road to Knott Road a 45 mph speed limit would seem reasonable.

The Council agreed to request that ODOT extend the 35 mph speed limit from Huntington Road and 1<sup>st</sup> Street, north to the Burgess Road.

**A motion was made by Councilor Ward and seconded by Councilor Moilanen to submit speed zone requests to ODOT to recommend speed and sign changes 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.**

00:41:38

10. Designation of Voting Delegate - 2009 Annual LOC Membership Meeting

**A motion was made by Councilor Hedges and seconded by Councilor Ward to appoint Councilor Adele Moilanen as the City of La Pine's voting delegate at the League of Oregon Cities conference and City Recorder Damerval as an alternate.**

<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.**

00:43:07

11. Other Matters

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

11a) Approval of bills

Councilor Hedges had concerns regarding the office supply expenses. City Recorder Damerval said that IKON creates two invoices, one for the usage and one for the lease of the copier. Administrative Assistant Morgan said that a new color laser printer had been purchased to replace the old color printer.

Mayor Shields asked staff to describe the costs for big purchases on the check detail reports. City Recorder Damerval said she could make handwritten notes on the reports before distributing.

**A motion was made by Councilor Hedges and seconded by Councilor Ward to approve the check detail as presented.**

<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.**

00:50:20

11b) Approval of Minutes

Mayor Shields requested the following corrections to the September 9, 2009 Meeting Minutes:

- Remove the apostrophe for “students” in the fifth paragraph on page 5 and also in the fourth paragraph on page 8 for the word “its”
- Remove the word “that” from the first sentence in paragraph six on page 6, remove the comma from that same sentence and also the question mark at the end of the sentence
- Insert “the City” in the first paragraph on page 7
- Insert the location of the candlestick posts in the last paragraph on page 8
- Delete the apostrophe for “Commissioners” in the fourth paragraph on page 8
- Insert “County” in the fifth paragraph on page 9

**A motion was made by Councilor Moilanen and seconded by Councilor Ward to approve the Sept 9, 2009 Meeting Minutes with changes as noted.**

<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.**

00:56:55

11c) Internet Tech Issues

Mayor Shields discussed the recent problems with the City’s e-mail program. City Recorder Damerval said she has spoken to Tony DeBone, from Little d Technology, regarding the problem.

Council gave direction to City Recorder Damerval to further investigate ways of resolving the e-mail issue with the City’s e-mail, including exploring other e-mail programs.

01:02:10

12. Public Comments for Items not on the Agenda

Pam Seiber, representing the Chamber, stated she wanted to ask the Council a question on behalf of Dan Varcoe and Art Uecker. She asked the Council about setting a date for the Town Hall meeting with the Chamber of Commerce.

Councilor Ward requested that Art Uecker invite all members of the Chamber of Commerce to attend the Town Hall meeting. Councilor Hedges stated that she could check availability with Crescent Creek Community Center for a place to hold the meeting. The Council agreed to tentatively schedule the meeting for October 7<sup>th</sup> at 6 pm.

Gloria Fleming, area resident, suggested the City's historical preservation photos could be displayed in the Library conference room for the Oregon Day of Culture. Councilor Hedges volunteered to contact the Library about the availability of their conference room. City Recorder Damerval stated she would followup on arrangements to use the preservation photos.

01:11:09

13. Staff Comments

City Recorder Damerval announced the following:

- The La Pine Planning Commission will participate with the Deschutes County Planning Department at the Public Hearing regarding zoning changes in the La Pine Industrial Park. She said the Hearing is scheduled for October 8<sup>th</sup> at 5:30 pm in the Midstate Conference Room.
- On October 13<sup>th</sup> the Comprehensive Plan Public Hearing will be held at the Senior Center beginning at 6 pm. She also said the La Pine Planning Commission will be running the meeting.
- On October 21<sup>st</sup> there is a Planning Commission monthly meeting starting at 6 pm in the South County Building Meeting Room.
- The City has received a copy of a building application from Deschutes County for a new Subway. She said, if approved, it will be located next to the new McDonald's off Reed Road. After a brief discussion, it was confirmed that Deschutes County would have the final decision on the application.
- On October 1, 2009 there is a free Christian concert at the White School starting at 7 pm.
- There was information distributed to the Council regarding bonds available through Deschutes County through the American Recovery and Reinvestment Act.
- Chris Marko, of the Rural Community Assistance Corporation, has requested an infrastructure meeting in La Pine the week of October 19<sup>th</sup>. After a brief discussion, the Council requested that City Recorder Damerval review possible dates in November with Chris Marko and others.
- The Mosquito Abatement survey on the City's website received a number of responses. She said she will have a report on the survey at the next City Council meeting.
- The Community Wildfire Protection Plan will also be giving a presentation at the next City Council meeting.

Administrative Assistant Patti Morgan briefly discussed the annual conference of the Oregon Municipal Recorders held in Eugene. She said she received instruction in technical writing as well as records management and archiving.



01:26:35

14. Council Comments

Councilor Ward stated he attended the COACT Rail Meeting with City Recorder Damerval. He said the Wickiup Junction Interchange Project is in the number two spot for Central Oregon funding with ODOT.

01:28:59

Councilor Moilanen discussed the COCO meeting she recently attended. She also requested an update on the Deschutes Water Alliance agreement. City Attorney Green stated that one idea being considered was for City of Bend, Redmond and La Pine to go back to the DWA with proposed revisions. Councilor Moilanen said on October 6<sup>th</sup> she will serve on the selection committee for the new Fire Chief in La Pine. She also said she was asked to participate on the Cascade Lakes Byway Scenic Route committee in a non official capacity.

Councilor Hedges requested information on the chemical product used for a mosquito abatement program and if there were any side effects. She also asked for clarification regarding the authority of the La Pine Planning Commission regarding building permit applications. City Attorney Green said that all the building and permitting rests with the County per the current Intergovernmental Agreement. He said the City would need qualified planning staff and also adopted ordinances before they could take over that role.

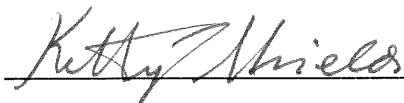
Jim Fleming, area resident, stated he would like to see the City take the permitting responsibility away from the County. City Attorney Green said that the Planning Commission is not qualified to make permitting decisions.

01:37:20

Mayor Shields stated she recently participated in a meeting to determine the criteria for hiring a Parks & Recreation Director.

15. Adjourn

The meeting was adjourned at 7:42 pm by Mayor Shields.



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Mayor Kitty Shields

Attest:



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City Recorder Luana Damerval