

City of Lafayette
City Council Meeting Minutes
November 14, 2018 at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Pagella called the meeting to order at 6:30 p.m.
2. **FLAG SALUTE:** Mayor Pagella led the flag salute.
3. **ROLL CALL:** Assistant City Administrator Kevin Perkins called the Roll
Present: Mayor Chris Pagella, Marie Sproul, Chris Harper, Wade Witherspoon, Doug Cook, Stan Kosmicki, David Sword
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator; Terry Lucich, Fire Chief
Others: Lance Vandecovering; Jeremy Rametes, Bill Monahan, Christine Brungardt, Don Leard, Ed Kocher, Ron Biggs, Deputy Skip Jones
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**
Deputy Jones presented the monthly report to the City Council.
5. **APPROVAL OF MINUTES:** Councilor Witherspoon inquired whether the use of first names is common in official minutes; Administrator Polasek replied that it is a style choice which can be changed if the Council desired. The Council directed staff to use titles and last names in the minutes rather than first names.

Councilor Sproul moved to approve the minutes of the October 11, 2018 City Council meeting as amended. Councilor Sword seconded the motion. There was no discussion and the motion passed unanimously (6-0).

6. **ADDITIONS TO OR DELETIONS FROM AGENDA**

None.

7. **CITIZEN INPUT ON NON-AGENDA ITEMS:**

Fire Chief Terry Lucich thanked the Council for their work as a group and individually to help pass the bond measure to build a new fire station.

The Council thanked Lucich for his hard work on the bond campaign as well as numerous volunteers and community groups who assisted in advocating for the bond.

Lance Vandecovering, 246 S. Madison, discussed the nationwide problem with homelessness and stated that he would like to do something about it. He wanted to give the Council a heads up that he may be asking for permission to allow homeless people to park three or four RV's at a time on his property. The area he is thinking about cannot be seen without coming up his drive way and he has dumping facilities on his property that drain into his sewer system for waste water. The City McMinnville has a solid program allowing homeless people to camp in certain areas.

After discussion between Vandecovering and the Council, Vandecovering stated that he will update the Council whenever he has new information on the topic. While the City's code does not allow such structures for long-term residences temporary permits have often been granted for people who may have relatives visit for a short period of time. Council asked that City Administrator Polasek be kept informed of Mr. Vandecovering's interest in bringing McMinnville's homeless programs to Lafayette.

Jeremy Rametes suggested that Mr. Vandecovering look into the states landlord-tenant laws; such short term occupancies can, if they last too long, give the transient occupant rights as a tenant.

8. DISCUSSION ITEM:

a. City Attorney candidate interview, Bill Monahan¹, General Counsel for MWVCOG

Administrator Polasek reviewed the need to hire a new City Attorney and the opportunity that MWVCOG is providing.

Bill Monahan discussed his background, which includes experience as a City Manager and as an attorney with specific attention to land use and other municipal topics.

After discussion, Administrator Polasek clarified that the contract will be with the MWVCOG, not Monahan individually. Therefore, regardless of how long Monahan continues in this role the MWVCOG will need to continue to provide legal services to the City for the duration of the contract. In response to a question from Councilor Sproul, Administrator Polasek clarified that the length of the contract is to the end of the 2019-20 Fiscal Year; however, the contract also contains a termination clause that allows either party to terminate the contract with 30 days' notice to the other party.

9. ACTION ITEMS:

a. Liquor License Application for Roadhouse Pub

Administrator Polasek explained the process for endorsement of the liquor license, which is advisory to the OLCC and not an approval of the application.

Ed Kocher, 7571 Alama Way, Portland OR, is the new owner and will be taking over the Roadhouse in early January 2019. He intends to operate the business in the same way as the current owner except that he will increase the emphasis on sports. He has committed to retaining popular attractions like the pool league.

Administrator Polasek commented that the Roadhouse has never been a problem for law enforcement and the current owner has been a credit to the community.

b. Resolution 2018-18, Establishing an Ad Hoc Veterans Parks Committee

Administrator Polasek reviewed previous discussions that the Council has had regarding creating an ad hoc committee for creating recommendations for the Veterans Park master plan. Councilor Witherspoon has volunteered to chair the committee. The committee will be subject to all of the public meetings and records laws just as a standing committee would. City staff

¹ Agenda item title corrected to "Bill" from "Bob"

have already received an application from an interested community member despite the fact that the committee has not yet been approved, let alone advertised.

Mayor Pagella commented that the City has experienced a lot of success in tapping into the expertise of its residents.

Councilor Sproul suggested advertising for the openings on the committee and then have Councilor Witherspoon review the applications and provide recommendations for appointment to the Council.

Councilor Harper suggested having the committee create options, including cost estimates, and then put the options out to the community to determine what the residents would prefer.

Councilor Witherspoon replied that there are likely only a few reasonable options for use at the park. A skate park has been the most frequently mentioned desire amongst the community.

Jeremy Rametes suggested surveying the community prior to securing estimates to avoid wasting time on options the community may not support.

Councilor Sword added that one gap in the City's parks overall is a lack of opportunity for small children.

The Council and staff discussed when to create cost estimates and when to present the options to the community.

Councilor Harper clarified that the Committee will develop options and then the Council will approve the master plan; Administrator Polasek concurred.

Councilor Sproul moved to approve Resolution 2018-18, Establishing an Ad Hoc Veterans Park Committee. Councilor Kosmicki seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Council directed staff to advertise committee openings and place appointments on the December 2018 Council agenda.

c. Extension of SCA Grant Agreement for Jefferson Street

Administrator Polasek reviewed the project and the need to extend the length of the intergovernmental agreement to complete the project. ODOT has already approved the extension.

Councilor Sword moved to approve amendment no. 1 to ODOT contract 31755 to extend for one year the SCA grant for Jefferson Street to October 19, 2019. Councilor Harper seconded the motion. There was no discussion and the motion passed unanimously (6-0).

d. Legal Services Agreement with MWVCOG

Council and staff discussed the potential costs, such as travel, and the capabilities of the MWVCOG to provide the legal services that the City needs.

Councilor Sproul moved to approve the legal services agreement with MWVCOG and authorize the Mayor to execute the contract. Councilor Sword seconded the motion. There was no discussion and the motion passed unanimously (6-0).

10. DEPARTMENT REPORTS:

a. Public Works

• Water Consumption & Production

Council and staff discussed the leak at 16th and Jefferson and commended Public Works staff for the rapid response to the report.

Councilor Harper discussed changes to the reporting methods that should provide a more accurate picture of the City's water usage for maintenance needs, rather than just reporting it as loss.

• Wastewater Treatment Plant

Administrator Polasek reviewed the information contained in the report.

b. Fire

Administrator Polasek reviewed the information contained in the report.

c. Administration

- Administrator Polasek stated that the new Assistant City Administrator, Kevin Perkins, is onboard and present.
- The tree lighting will be held on Friday December 7, 2019 at 6:00 p.m. Councilor Sproul agreed to chair the proceedings and suggested that some background music be used to accompany the carols.
- City Council meetings will be back to the normal schedule for December and January. However, Mayor Pagella will not be present for December; he is moving out of the city and will no longer be a resident.
- Councilor Harper commented that the Pumpkinfest was very well done and very popular. He commended staff for the work they did in planning and making improvements to the overall event. Administrator Polasek commended Danielle Oliviera for doing the planning work and handling all the details. He agreed that it was well done and he was very pleased with the great turnout for the event.

• Accounts Payable

The Council noted that the City of Newberg was paid for six months of building service at one time.

• City Attorney Invoice

Administrator Polasek asked the Council to take note of the hours of time used by the City Attorney in light of the previous discussion of contracting with MWVCOG for legal services.

• Comment Cards

No comment cards had been received.

11. COMMITTEE REPORTS

No reports were made.

12. COUNCILOR'S REPORTS

No reports were made.

13. MAYOR'S REPORT

No report was made.

14. ADJOURNMENT

Councilor Harper moved to adjourn the meeting. Councilor Kosmicki seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Minutes approved on 10th day of January, 2019.

CERTIFIED:

ATTESTED:


Marie Sproul, Council President


Kevin Perkins, Assistant City Administrator