

City of Lafayette
City Council Meeting Minutes
August 10, 2017 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:** Angela Speier, Assistant City Administrator called the roll.
Present: Chris Pagella, Marie Sproul, Stan Kosmicki, Doug Cook, Kristina Phillips, David Sword
Absent: Chris Harper (excused)
City Staff Present: Preston Polasek, City Administrator; Angela Speier, Assistant City Administrator; Terry Lucich, Fire Chief
Others: Deputy Sean Sato, Yamhill County Sheriff's Office; Beth Pagella; Michael Factor; Steven Owens; Eric Tucker; Don Leard; Dustin and Christine Brungardt; John Collins, Dayton City Councilor; Angela Flood; Garrett and Jennifer Prendergast
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:** Deputy Sean Sato, Yamhill County Sheriff's Office noted that Deputy Druery has been handling the bulk of the code enforcement since he is working day shift. A number of cars have been tagged for tow recently. He noted that the Sheriff's Office is gearing up for the eclipse weekend.
5. **APPROVAL OF MINUTES:** Councilor Cook made a motion to approve the minutes of the July 13, 2017 City Council meeting. Councilor Sword seconded the motion. There was no discussion and the motion passed unanimously (5-0).
6. **ADDITIONS TO OR DELETIONS FROM AGENDA:** None.
7. **CITIZEN INPUT ON NON-AGENDA ITEMS:**
Garrett and Jennifer Prendergast, 1129 Grant Street
Mr. Prendergast stated that some work has been done to the catch basin that runs from the detention pond near their property, but they are wondering if there are plans to do additional work. A large root ball is causing the water to not flow properly down the catch basin, which is causing issues with the surrounding properties. It is also causing moisture under their house. Discussion ensued about the possibility of the Fire Department using that excess water for fire suppression.

Steve Owens, 12th and Jefferson

Mr. Owens would like to see a four-way stop at 12th and Jefferson. He thought that a stop sign on Adams could be removed. People are speeding around the corner and it is a school bus stop which can make it dangerous. The stop sign at 7th and Madison is hard to see due to a bush and cars that are parked on the corner. He would like to see additional sidewalks and crosswalks on Bridge Street. He requested one of the crosswalks be lighted. He would also like to see a traffic light installed at the intersection of Highway 99 and Madison. Lastly, he would like to see more officers patrol his neighborhood.

Christine Brungardt, Corner of 14th and Duniway

Ms. Brungardt said that about six or seven years ago she approached the City about lowering the speed on Duniway to a residential speed of 25 miles per hour (mph), currently its 35 mph. At that time there were no driveways on Duniway, but with the new subdivision there are six or seven. People drive fast down Duniway and there are lot of children that play in the area.

Michael Factor, 1027 E 16th Street

Mr. Factor noted that between 8-10 p.m. a lot of people are speeding through his neighborhood. He also asked about campers and how long they can be parked on the street.

Ms. Prendergast requested that a caution high water sign be posted at the detention pond. She also requested that the City work with Wascher School to figure out a better traffic system for the school drop-off. Chief Lucich noted that it is also difficult for emergency responders to get around the traffic at that time in the morning.

Dustin Brungardt, 1133 E 14th Street

Mr. Brungardt noted that the homeowners association has a budget item related to fencing the detention pond.

Eric Tucker, 1001 E 16th Street

Mr. Tucker said that the Zoning and Development Code currently doesn't allow sheds in side yards. Staff explained that this provision is part of a larger code update that is before the Planning Commission right now. Once it gets approved by the Planning Commission it will come to City Council for final approval. Mayor Pagella recommended that he attend the Planning Commission meeting next Thursday to see where they are in the process.

8. ACTION ITEMS:

a. Resolution 2017-15, Explanatory Statement for the November 2017 General Obligation Bond Measure

Mr. Polasek said that this is the next step for submitting information for the November 2017 ballot measure. At the last meeting Council approved the ballot title and tonight Council is being asked to approve the explanatory statement that will appear in the voters' pamphlet. Staff worked with the consultants to draft the statement, including, the City Attorney, Bond Counsel, architects, and Municipal Advisor. It is fact-based on what is needed and what the bond entails. An audience member asked about possible grant funding. The Council did discuss possible grants to pursue, and a Community Development Block Grant (CDBG) financed through the Infrastructure Finance Authority (IFA) was the most likely funding source. After researching CDBG and meeting with IFA staff, the City chose not to pursue the grant due to the timing of needing the matching funds and the fact that it is a combined facility, and a City Hall is not qualified to receive CDBG dollars. Discussion ensued on the cost of the facility and the reasons why the facility is necessary to ensure emergency response now and into the future. Staff explained how the bond will be structured, the annual amount that property owners will pay is based on the assessed value of their home, and noted that the bond will be in place for a maximum of 31 years.

Councilor Sword moved to approve Resolution 2017-15, November 2017 Explanatory Statement to be submitted for the ballot measure captioned "Bonds to Construct and Equip Fire Station and City Hall." Councilor Sproul seconded the motion. There was no further discussion and the motion passed unanimously (5-0).

b. Proposal for Public Works Building Restoration Security

This proposal from Innovative Technology Solutions is beyond the City Administrator's authority to approve. Mr. Polasek explained that this is for a new security system to replace and enhance the system that was damaged in a fire. The \$25,000 cost estimate is for new cameras and additional security features for the Public Works Building, shop, and Wastewater Treatment Plant. Innovative Technology Solutions currently provides security systems for City Hall, the Fire Department, and the Lafayette Community Center. Council directed staff to find out if the City's

insurance provider will offer incentives, such as lower rates, for the enhanced security system, as well as ensuring that the information will be stored off-site.

c. Implementation of the Low Income Utility Assistance Program

The FY 2017-18 Adopted Budget included \$15,000 for the implementation of this program. Staff is recommending the City partner with the Housing Authority of Yamhill County (HAYC), who will receive and screen the applications for eligibility. In order to be eligible a household must meet the extremely low income category based on the Department of Housing and Urban Development. The HAYC will then let City staff know if a person is eligible and will review each application on annual basis when the income guidelines are adjusted. Under the MOU, the City will pay HAYC \$250 per month for this service. Staff thanked the HAYC for their willingness to partner with the City on this program. Council can make any necessary adjustments after the first year. Council discussed the billing mechanism and the estimated population that could qualify for the program.

Councilor Phillips moved to approve the program guidelines and authorized the execution of the MOU with the Housing Authority of Yamhill County to implement a Low Income Utility Assistance Program beginning September 1, 2017. Councilor Cook seconded the motion. There was no further discussion and the motion passed unanimously (5-0).

d. Acknowledgement of City Commitment to Improve 4th Street

Mr. Polasek reminded Councilors of a previous discussion in January about the concerns of the 3rd and Madison Street intersection. At that meeting the following concerns were discussed: traffic on Market Street; a build-out of Madison Street; pull-thru fuel tankers; and employee parking. Included with the staff report is an agreement between the new owners and the former owners on how that redevelopment meets the needs of all parties involved. The agreement addresses the City's desire to relieve the traffic issues on Market, obtain the corners on Madison Street for a future build-out, and parking for the Shell employees will be added. In return the City is committing to improving a portion of 4th Street, which is the frontage of the purchased commercial property. It is very similar to the agreement that was made on the turn lane for 3rd and Madison. Mr. Polasek noted that in the covenant the trigger of the house removal is within 90-days of executing a construction contract for the upgrade on Madison Street.

Councilor Sword moved to approve a commitment for the City to improve 4th Street in association with the redevelopment of tax lot 8800 as stated in the covenant for said property executed on July 27, 2017. Councilor Kosmicki seconded the motion. There was no further discussion and the motion passed unanimously (5-0).

9. DISCUSSION ITEMS:

a. Status of Water Restrictions

Mr. Polasek explained how the decision was made to go on level II water restrictions, the status of the system, and the next steps. At the end of July staff noticed worrisome trends at the shared joint well field. Dayton and Lafayette have five wells at the joint system, and towards the end of July both cities had low water levels at their reservoirs. The pumping capacity at the aquifer diminishes over-time in the summer, but at the end of July it took a large drop, which has never happened in prior years. The drop at the aquifer, the diminished pumping capacity, and the weather forecast were all factors that played into having to go straight to level II restrictions. Dayton had already decided to go on level II restrictions. There isn't a case where Dayton would be on restrictions and Lafayette wouldn't go on restrictions. The City of Dayton is the operator of the joint system. Lafayette has access and control over the City's only reservoir that stores

500,000 gallons of water. Water storage is important for emergency use, it means the City can better meet peak demand, and for maintenance, when one goes down you have another one to keep meeting demand. Dayton has three reservoirs that store 2.2 million gallons, making them much more able to meet peaks and provides the City time to react. Lafayette doesn't have that ability and requires swift action if the level drops below half of the available capacity. Level I restrictions doesn't require a reduction in use, it evens out the peak demands. A level II restriction was absolutely necessary on August 1.

The likely next step will be to move down to a level 1 restriction before moving down to zero. The community has reduced its demand by eliminating outside lawn irrigation. The City has issued 62 warnings, no citations, and six properties have been exempted. With the reduced demand from both cities, the joint reservoir has been filled, the Lafayette reservoir has not been filled yet, but our pumps have received some rest. Mr. Polasek noted that there hasn't been equipment failure in the system. Audience members asked why the city doesn't atomically go on odd-even watering in the summer, similar to other states. In years past the City used to go on level I restrictions at the beginning of the summer, but that hasn't been necessary in more recent years. It is something that might need to happen in the future; even asking citizens to be on voluntary restrictions might help at the beginning of summer.

Lafayette and Dayton will be working together to match up the restriction language so that both city's level I, II, and III restrictions align. Currently Dayton's level II doesn't allow for any outside watering, whereas Lafayette's does allow for hand watering plants, gardens, and flower beds on an odd-even basis and between certain times of the day. John Collins, Dayton City Councilor noted that it is encouraging to hear that residents would be willing to go on voluntary restrictions and gratified to hear that the City is willing to align the restriction level language. Mayor Pagella explained that the City is working with McMinnville Water and Light (MWL) to build an intertie into their system that will help meet demand in the summer months. If the agreements can be worked out with MWL, the City will still need to get through the next two summers with our current water infrastructure. Mayor Pagella thanked everyone for their input on water restrictions, as well as understanding and complying with the current situation.

b. Public Information for the November 2017 General Obligation Bond Measure

Staff is looking for feedback from Council on format and content of public information for the bond measure, including FAQ's, direct mailers, and utilizing our consultants at upcoming community events. Mayor Pagella felt that it was important for Council to provide feedback on the materials. Councilor Sproul suggested to remind people to register to vote and look into creating a City Facebook page. Mr. Polasek noted that the Lafayette Fire Department has a Facebook page that can be utilized for factual information. Staff reminded Council that there needs to be time to get the materials approved from the Secretary of State's Office. Staff will draft a FAQ with feedback from the Mayor to be approved by the Secretary of the State prior to the Annual Fire Chief's Run. Staff will ask for Council feedback on a direct mailer at their September 14th Council meeting. Councilor Phillips thinks that the City should have a bigger presence on social media in order to get factual information out to citizens. Discussion ensued about the need for a City page that is separate from the Fire Department page.

c. Sidewalk project on Market, from Third Street to Seventh Street

This project was discussed at the Budget Committee to be placed on the Capital Improvement Plan (CIP) in FY 2019. City Council discussed the need for more information before placing this on the FY 2019 CIP. The information in the staff report is very preliminary, but does give a cost

estimate. Councilor Sproul noted that the Budget Committee discussed using State Shared Revenues as a way to fund this project.

Councilor Sproul moved to proceed on this project and include it in a proposed CIP for FY 2019. Councilor Cook seconded the motion. There was no further discussion and the motion passed unanimously (5-0).

d. Property Acquisition on Loop Road for Water Intertie Pump Station

Mr. Polasek said that the City will need to acquire property on Loop Road for the MWL intertie pump station. It appears that there are two or three owners that the City could negotiate with, one on the north side and one on the south side of the road. Staff is looking for the authorization from Council to begin property negotiations with the owner(s). According to the City Engineer, the pump station will need to be located within 2,000 feet of Lafayette Highway and the City will need about a quarter acre for the building, fence and vehicle turnaround. Council can give additional direction to staff during executive session.

Councilor Cook made a motion to authorize the City Administrator to begin negotiations for property on Loop Road as discussed and as may be further directed by Council in executive session. Councilor Sword seconded the motion. There was no further discussion and the motion passed unanimously (5-0).

10. DEPARTMENT REPORTS:

- a. Public Works:** Council stressed the importance of maintaining high quality parks in the City and the timing of when certain maintenance should occur. Mayor Pagella asked that staff be more proactive about ensuring that the park maintenance is kept at a high level. There is one full-time maintenance worker dedicated to parks. Currently the City hires C&D Landscaping to perform the maintenance in front of City Hall and the island area; staff will look into the cost of contracting with C&D to maintain Third Street, including the bulb outs, the welcome areas, and the curb line.
- b. Water Consumption:** The ASR is at about 50% right now and is something that the City has been able to utilize throughout the summer.
- c. Fire:** Chief Lucich reported that luckily there have been no fires recently, but the water restrictions have made training volunteers difficult. Discussion took place regarding the lack of volunteer firefighters throughout the state and why it is becoming more difficult to recruit people.
- d. Administration:** Mr. Polasek noted that the City received news that our parks grant application for restrooms at Joel Perkins Park is on a recommended funding list that will go before the Oregon Parks Commission in September for final approval. If Councilors are interested in going on a tour of our watershed and public facilities let Ms. Speier know. There are two Councilors who will be attending the LOC Annual Conference, Councilor Sword agreed to be the City's voting delegate at the annual membership meeting. Mr. Polasek approved a permit for a half-block street closure for the Morgan Vineyards Homeowner's Association Annual Event for Saturday. The September Council meeting might be held at the Community Center, in order to have a dedication event for the new flag pole performed by the Boy Scouts. Also in September an item regarding deferred maintenance of paving responsibilities at Bridge Street Estates could be on the agenda. The America Water Resources Association is hosting their annual conference in Portland and two Lafayette projects will be featured in presentations or panel discussions.

Staff is working with the MWVCOG to get an updated zoning map and an aerial picture of the City, both will be displayed in the Council Chambers.

Mayor Pagella asked about the reproduction of the images of General Lafayette and George Washington that the City got approval to display from the House of Representatives. The City can look into that further if Council chooses, but no fundraising has occurred to-date. Staff has followed up with the individual who submitted a comment card regarding a possible tow business next to their home. Council Kosmicki asked about getting the fence completed around Veteran's Park specifically on the north side before the new homes get place there.

11. COMMITTEE REPORTS: None.

12. COUNCILOR'S REPORTS: None.

13. MAYOR'S REPORT: None.

14. EXECUTIVE SESSION: per ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions; and ORS 192.660 (2)(j) to carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments. Mayor Pagella read the executive session script and Council entered into executive session at 9:59 p.m.

Council returned to regular session at 10:34 p.m.

15. ADJOURNMENT: Councilor Cook made a motion to adjourn the meeting. Councilor Sproul seconded the motion. The motion passed unanimously (5-0) and the meeting adjourned at 10:35 p.m.

Minutes approved on this 14th day of September, 2017.

CERTIFIED:



Chris Pagella, Mayor

ATTESTED:



Angela Speier, Assistant City Administrator