

City of Lafayette
City Council Meeting Minutes
Thursday, March 14, 2024, at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Malcomson called the meeting to order at 6:30pm.

2. **FLAG SALUTE:** Mayor Malcomson led the flag salute.

3. **ROLL CALL:** Mayor Malcomson called the Roll:
Present: Mayor Hilary Malcomson, Lee Gilgan, Joseph Carswell, Kayla Paulsen, Jessica Kitt, Russell Burrows
Not Present: Eric Quillan
City Staff Present: Branden Dross, City Administrator; Tim Jech, Chief of Fire; Jasmine Garcia, Community Development Clerk; Kennedee Richardson, City Recorder; Chad Snyder, Public Works Director; PJ Morrissey, Yamhill County Deputy; Robert Eubanks, Yamhill County Sargent.
Others: Tim Henkle, Marilyn DuVall, Greg Goularte, Jeffery Olson, Kit Johnson, Scott Adamson, Stephan Belding, Bubba King.

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

Greg Goularte stated the neighborhoods have been looking good, stated there have been issues on Fourth and Jefferson where residents are not stopping at the stop signs and recommends the deputies watch that area. Greg gave an update on what LCAT has been doing and asked the audience for more volunteers. Mayor Malcomson asked City Administrator Dross to add parks to the agenda next year prior to Earth Day so LCAT can do their event. Greg also mentioned he and some volunteers will be cleaning up Rat Pack's front area.

5. **ADDITIONS TO OR DELETIONS FROM AGENDA:**

The City Administrator Dross stated that the Municipal Court Judge will be in April's agenda.

City Administrator Dross asks to add 11F – the March 13th meeting minutes from the city council work session with the budget committee.

Councilor Gilgan requested we move 7-9 and 15 as a consent agenda. Mayor Malcomson was okay with moving 7-9 asked to keep 15 on. Councilor Gilgan motioned to move section 7-9 and 15 to the consent agenda. Councilor Carswell seconded; the motion passed unanimously.

6. REPORT FROM LAFAYETTE MUNICIPAL JUDGE:

Moved to consent agenda.

7. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:

Moved to consent agenda.

8. REPORT FROM LAFAYETTE FIRE DEPARTMENT:

Moved to consent agenda.

9. REPORT FROM LAFAYETTE PUBLIC WORKS DEPARTMENT:

Moved to consent agenda.

10. DISCUSSION ITEMS:

a. Water Demand and Supply Presentation by GSI Water Solutions, Inc

Tim Henkle went over his PowerPoint. City Administrator Dross stated from the graph on page 10, the water demand would double in future years. Henkle stated the city is projected to have a deficit of supply within 10 years. The recommendation is that the city goes with one of the recommendations from Green Stormwater Infrastructure (GSI). Mayor Malcomson asked how soon this would need to be done. Henkle stated between now and 2031, the city is estimated to go over 1,000 gallons per minute (GPM). Councilor Gilgan recommends we discuss this after March to protect the integrity of the upcoming contract negotiations. Mayor Malcomson asked if we could table this for a couple of months. City Administrator Dross asked the Council if there were any questions regarding the PowerPoint content while Henkle was present. Councilor Carswell wanted clarification on calculations on water per person. Henkle stated the water use factor was based on historical data. Councilor Burrows asked if the data shown considered the new reservoir. Henkle stated they did not because it is a piece of the Water Master Plan.

b. Evaluation of Downtown Business Association Initiative

Mayor Malcomson stated the background as to why she had this added to the agenda. Mayor Malcomson wanted to give the Council a chance to look at all the minutes provided and asked if they agree the Lafayette Downtown Association (LDA) was a functioning 501 (c)(6). Councilor Gilgan noted the Council did not start the 501(c)(6), the Council granted the money for the 501(c)(6) to get its fillings; the Council does not start non-profits. Mayor Malcomson stated her concerns with the LDA organization. Councilor Gilgan wanted clarification on what discussion is for. Mayor Malcomson wants to look at the contract to see if the guidelines were being met. Council President Paulsen stated that the LDA is supporting the businesses. Mayor Malcomson does not believe that the businesses

are getting what the grant was created for. Mayor Malcomson stated for the record, it was a waste of money and that there is nothing tangible going on for our residents or our business towards it. Councilor Gilgan wanted to state for the record that if we brought everything up that Councilors thought was a waste of money, then anyone who votes against anything would bring stuff back up later. He added until we have anything written in the record that gives us any reason for wrongdoing under the contract, he is going to move to table this discussion. Council President Paulsen seconded. Resident from audience stated as a former grant recipient from the Cub Scouts they were very careful with the way they spent their money. He stated it sounds like the “investment” needs to be reassessed. Councilor Gilgan clarifies this was not an investment and gave examples of when grants were given, and nothing was asked in return. He is concerned that we are targeting an organization. Councilor Gilgan and Councilor Carswell both stated they appreciated the work the residents in the audience had done with the Cub Scouts. Councilor Gilgan motioned to table the discussion until there was something written in the record that gives Council reason to open that contract to look for wrong doings. Council President Paulsen seconded; motion passes (0-5 Burrows abstained).

Mayor called for a 10 min break @7:35pm

Mayor called meeting back to order at @7:41

c. Final Proposed Fee Schedule

City Administrator Dross stated this was informational, and this was created by guidance from the State. This will go through the State for filing then Public Meeting followed by a resolution. Councilor Gilgan stated a conflict of interest and abstained from the conversation. City Administrator Dross briefly went over the listed items on the proposed fee schedule. There was no further discussion or comments made regarding the proposal.

d. McMinnville Water and Light Water Purchase Agreement Amendment #2

City Administrator Dross went over the agreement and went over the interest rate that is scheduled to increase. There were discussions with McMinnville Water and Light (Mac W/L) regarding the contract and how the City may be able to look at more favorable terms. He went over the documents that were given to the Council regarding interest rates and there was a discussion on a consistent monthly payment for budget purposes. Mac W/L must approve it before their board before the Council can do anything. Councilor Gilgan stated that this contract was amended after the original contract was passed. Councilor Gilgan stated that in

the worst case there will be a four dollar increase to the debt surcharge, but other options are being investigated. Councilor Carswell asked for clarification if the debt surcharge could go down if the interest rate goes down. Councilor Gilgan stated yes, the surcharge is tied to the debt. City Administrator Dross investigated refinancing to lower the interest rate, but all the loans were around nine to ten percent.

11. ACTION ITEMS:

- a. *Approval of City Council Meeting Minutes- February 8, 2024*
Council President Paulsen moved to approve February 8, 2024, City Council Meeting minutes; Councilor Carswell seconded, which passed unanimously.
- b. *Resolution No. 2024-01 Sale of Surplus Property*
The City Administrator went over the new vehicles that were ordered to replace the two trucks. Council President Paulsen wanted to remove the donation portion. City Administrator Dross agreed to re-write the resolution if approved with that language. Council President Paulsen moved to adopt Resolution No. 2024-01 declaring the sale of the 2001 Dodge 2500, the 2005 Dodge Dakota and the 1989 Ford Dump Truck Surplus to the City's need and direct the City Administrator to dispose of the vehicles in the manner most advantageous to the City including but not limited to a direct sale or sealed bidding. Councilor Carswell seconded, which passed unanimously.
- c. *Resolution No. 2024-02 Termination of Downtown Façade Grant Program*
City Administrator Dross went over the history of applicants that applied in the past. Greg Goularte stated there has not been a lot of use of the façade program and stated that he understands why it would be terminated but recommends there is something else in place for the future. Councilor Carswell moved to approve Resolution No. 2024-02 which terminates the Downtown Façade Grant Program effective March 14th, 2024. Councilor Burrows seconded, which passed unanimously.
- d. *Joint Work Session with Planning Commission*
City Administrator Dross states there are three new members to the Planning Commission and recommended a joint session with the City Council. City Administrator Dross stated the meeting can be scheduled for June 20th at 6:30pm. The Planning Commission should know the direction the Council wants the city to go in. Councilor Carswell moved to schedule a joint work session for the City Council and the Planning Commission for June 20th at 6:30 p.m. and have staff

post the appropriate notices. Council President Paulsen seconded the motion, which passed unanimously.

e. Second Reading of Ordinance 645, Amending the Lafayette Municipal Code Chapter 7 & LZDO

Mayor Malcomson read the ordinance. Council President Paulsen moved to adopt Ordinance 645, amending the Lafayette Municipal Code Chapter seven and Lafayette Zoning Development Ordinance (LZDO). Councilor Carswell seconded motion, which passed 4-1 (Gilgan opposed)

f. Approval of City Council Work Session Meeting Minutes – March 13, 2024

Council President Paulsen moved to approve the City Council Work Session Meeting Minutes from Wednesday, March 13, 2024. Councilor Carswell seconded the motion, which passed unanimously.

12. DEPARTMENT REPORTS:

The City Administrator Dross introduced Kennedee Richardson as the new City Recorder and went over future changes that will happen with the council meetings. City Administrator Dross mentioned the Community Resource Fair he scheduled for Saturday April 6th. Citywide Cleanup day was just announced it is scheduled for June 1st. He went over the PGE increase and the steps the city has taken. Dross mentioned he would attend to Public Utilities Meeting and speak at the public forum on behalf of the city.

a. Administrator: Accounts Payable

City Administrator Dross apologized for the errors in his PowerPoint from yesterday and will be sending out the corrections to the Council. City Administrator Dross has been working on the Community Outreach Grants and asked the Council if the suggested changes to the application process were for this current year or for the next. Council consensus was for the new application process to take affect this application cycle. City Administrator Dross wanted to know if staff reports need to be included at every meeting. Council President Paulsen stated that they already submit their reports and they do not need to have the staff present. The Council does not want to waste the staff's time. Mayor Malcomson stated it would be as needed. Council President Paulsen asked if they could come at the end of year.

Public Works Director Snyder stated that the Mac W/L flow meter had been reading incorrectly. The numbers of what the system control was reading differed from the actual amount of water used and has been fixed. The billing is fine, but the pressure and historical data is completely wrong.

City Administrator Dross wanted the Council to know that Public Works will be assessing the lead and copper directive from the Environmental Protection Agency (EPA) and is also changing out the water meters to new automated reads.

13. PROCLAMATION FOR PARKINSON'S AWARENESS MONTH:

Mayor Malcomson read the proclamation for Parkinson's awareness month to the council.

14. COUNCILOR'S REPORTS:

Councilor Gilgan stated that he cannot make the June meeting and asked Council to look at their schedules and plan accordingly.

15. MAYOR'S REPORT:

Moved to consent agenda.

16. ADJOURNMENT:


Councilor Gilgan moved to adjourn; Councilor Carswell seconded the motion, which passed unanimously. No further discussion.

Minutes approved on the 11th day of April 2024.

CERTIFIED:


Hilary Malcomson, Mayor

ATTESTED:


Branden Dross, City Administrator