

City of Lafayette
City Council Meeting Minutes
February 9, 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, Doug Cook, Larry Pritchett, Chris Harper, Laura Erickson (arrived at 6:32 p.m.), Stan Kosmicki
City Staff Present: Preston Polasek, City Administrator; Angela Speier, Assistant City Administrator; Terry Lucich, Fire Chief; Gordon Munro, City Engineer
Others: Caryl Tallon, David Sword, Don Leard, Paula Becker, Corey Becker, Don Matheny, Paul Knobel, Dave Adams, Dustin Brungardt, Kenny Schweiger, Deanna Benson, Ralph and Shirley Burkett, Lance Vandecoevering, Troy Ainsworth, Principal FFA Architecture and Interiors; Ian Gelbrich, Associate/Project Manager FFA Architecture and Interiors; Deputy Sean Sato, Yamhill County Sheriff's Office
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:** Deputy Sato reported that there have been a number of car break-ins recently in unlocked vehicles. To try and deter this type of crime Deputy Sato worked a couple night shifts with Deputy Druery, which seemed to help. The FBI has arrested a suspect in the recent string of bank robberies in the area.
5. **APPROVAL OF MINUTES:** Councilor Cook made a motion to approve the minutes of the Lafayette City Council dated January 12, 2017. Councilor Sproul 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:** Caryl Tallon, 866 11th Court, reported that her neighbor works on car engines at all hours of the day and revs them which can be very disruptive. He speeds through the neighborhood, and his garbage is periodically overflowing, causing it to blow into her yard. The City of Lafayette cannot enforce the Hamilton Estates Covenants, Conditions, and Restrictions (CC&Rs), but Ms. Tallon was encouraged to set up a meeting with the City Administrator to talk about municipal code enforcement.
8. **ACTION ITEMS:**
 - a. **Appointment to the Downtown Design Review and Award Committee**
Jerry Tindall recently resigned from the Downtown Design Review and Award Committee. Mayor Pagella is recommending that Council appoint Deanna Benson to the open position on the committee. Ms. Benson introduced herself to the Council and described her past experience working with the McMinnville Downtown Association and Chamber of Commerce.

Councilor Pritchett moved to appoint Deanna Benson to the Downtown Design Review and Award Committee for a term ending December 31, 2018. Councilor Kosmicki seconded the motion. There was discussion about the potential of adding members to this committee; it was decided not to pursue adding members at this time. There was no further discussion and motion passed unanimously (6-0).

b. Crosswalk on South Madison Street

Mr. Polasek introduced Kenny Schweiger and David Sword who both reside on the east side of Madison Street. After receiving a request for sidewalks and a crosswalk from a resident on south Madison, staff discussed a possible crosswalk location with Gordon Munro, City Engineer. Mr. Munro's technical memorandum is included with the staff report. Mr. Munro and Mr. Polasek observed pedestrian movements on Madison, and the proposed location is where people are crossing to get to downtown. The crosswalk will require striping, signage, a street light, and a gravel shoulder on the east side of Madison.

Lance Vandecoevering, 246 Madison Street

Mr. Vandecoevering expressed his support of adding a crosswalk at the proposed location on Madison to improve pedestrian safety. Mr. Munro noted that the mid-block crossing location is needed because of the stopping site distance. This will require public outreach and notification of a change in a traffic control. This is a short-term fix that will make it safer for pedestrians to cross the street, but a street light will be needed to light the area for people to be seen easier. Council discussed the possibility of adding solar pedestrian lights to help notify drivers when pedestrians want to cross. Mr. Schweiger noted that he is in support of adding the crosswalk at the proposed location. Mr. Sword thanked Mr. Polasek for pursuing this project.

Councilor Cook made a motion to approve the installation of a crosswalk on south Madison Street as presented and to pursue budgetary evaluation of flashing lights in that area. Councilor Pritchett seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Mr. Munro gave an update on the reservoir project. The project is going well, the sandblasting is almost complete, and the painting/curing is expected to be finished in three to five weeks.

c. Intergovernmental Agreement with City of McMinnville for Use of Rental Property

Staff distributed a revised intergovernmental agreement (IGA) that reflects two minor changes that McMinnville suggested for clarification. Staff is fine with those changes. Councilor Cook made a motion to approve the intergovernmental agreement with the City of McMinnville for use of the City's rental property for ambulance and firefighting services and authorize the City Administrator to execute the agreement. Councilor Erickson seconded the motion. There was no discussion and motion passed unanimously (6-0).

9. DISCUSSION ITEMS:

a. Schedule of Public Meetings for Fire Station/City Hall Design

Staff clarified that the April 19th meeting that was listed as a public meeting in the staff report, is actually an internal staff meeting. Council will be involved in six meetings over the next few months that will wrap-up Phases 1 and 2 of the design work. Mr. Polasek introduced Ian Gelbrich and Troy Ainsworth with FFA Architecture and Interiors who were in attendance to present the project schedule and goals.

Mr. Gelbrich provided an overview of Phases 1 and 2 of the project. The first part of Phase 1 is getting to know City officials, staff and the community. This happens prior to any design work. FFA will meet with staff to get an idea of program and spacing requirements. The community engagement process is about learning from residents about Lafayette and what makes the city unique. They also discuss what the residents want to see in a new Fire Station and City Hall. The next step is developing two or three architectural concepts. From those concepts staff will

choose the preferred design and then a cost estimate is developed. The last step in Phase 2 is the bond preparation and how to get the City's message out to the community.

Mr. Gelbrich reviewed the meeting schedule, which includes both internal staff meetings and public meetings, and Council had no objections. The first community engagement meeting is scheduled for Wednesday, March 29, 2017. A preliminary agenda for that meeting was discussed and it was decided that the meeting will start at 6:30 p.m. There is a Special City Council meeting planned in June to approve the final design option.

10. DEPARTMENT REPORTS:

- a. **Public Works:** Councilor Sproul recommended washing the Public Works fleet at a car wash.
- b. **Water Consumption:** Council discussed population growth and how it relates to consumption.
- c. **Fire:** Chief Lucich updated Council on recent and upcoming training opportunities for volunteers. The 2016 emergency call activity was discussed.
- d. **Administration:** Staff took RSVPs for the City/County Dinner in Newberg for February 23rd. At each Council station is the FY 2016 audit, which the auditor will present at the March Council meeting. Mr. Polasek discussed a recent large residential leak. On Wednesday the ASR pump and motor went out, which will be replaced on Sunday. The City is wrapping up Phase 1 of the Bridge Street Estates development and should be receiving copies of the recording soon. The City's IT firm has increased the SPAM filter for Council email addresses. Moody's will be reassigning our bond rating next Wednesday. The Budget Committee meeting dates have been set, the first meeting will be held on April 25, 2017. Staff reminded Councilors to update their email addresses for their Oregon Government Ethics Commission SEI accounts.

11. COMMITTEE REPORTS: None.

12. COUNCILOR'S REPORTS: None.

13. MAYOR'S REPORT: None.

14. EXECUTIVE SESSION: per 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; and ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer. Mayor Pagella read the executive session script and Council entered into executive session at 8:13 p.m.

Council returned to regular session at 8:55 p.m.

15. ADJOURNMENT: Councilor Pritchett made a motion to adjourn the meeting. Councilor Kosmicki seconded the motion. The motion passed unanimously (6-0) and the meeting adjourned at 8:55 p.m.

Minutes approved on this 9th day of March, 2017.

CERTIFIED:


Chris Pagella, Mayor

ATTESTED:


Angela Speier, Assistant City Administrator