

***City of Lafayette***  
**City Council Meeting**

April 12, 2012—6:30 p.m. held at the  
Lafayette City Council Chambers at 486 Third Street, Lafayette, Oregon

INVOCATION by Pastor Jim Peterson, Lafayette Community Church

**I. CALL TO ORDER**

Council President Pagella called the meeting to order at 6:30 p.m. on April 12, 2012.

**II. FLAG SALUTE**

President Pagella led the flag salute.

**III. ROLL CALL**

Assistant to the City Administrator Maben conducted the roll call of the Council:

Mayor Heisler, absent-excused; Councilor Pagella, present; Councilor Harper, present; Councilor Joy, present; Councilor Smith, absent-excused; Councilor Sproul present.

City Staff Present: City Administrator Polasek, present; Asst. to the City Administrator Maben, present.

Audience Attendance: Dawn Witt; G. Doug Cook; Pastor Jim Peterson; Mary Heisler.

**IV. AWARD PRESENTATION FROM LAFAYETTE FIRE DEPARTMENT**

Fire Chief Terry Lucich presented Marie Sproul an award for saving a life with her knowledge of CPR, which turned a potentially fatal situation to a positive life saving event. Chief Lucich advised that Ms. Sproul remained calm, knew what to do, advising he was very impressed with her actions and reactions. She commended the Fire Department for their great CPR training she received in previous years, explaining that it all came back to her when faced with a crisis.

**V. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Councilor Harper moved to accept the minutes of the February 23, 2012 and March 8, 2012 meetings, with corrections to March 8, 2012, page 2, fourth paragraph to remove "wished to" under a discussion of recent city salary survey. Councilor Joy seconded. Motion carried 4-0 (Councilor Harper, aye; Councilor Joy, aye; Councilor Pagella, aye; Councilor Sproul, aye).

**VI. REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**

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Deputy Rice advised that statistics reveal reported crime decreased by 24.32% in Lafayette for the month of March. He further advised that he contacted “Cash for Cars” for citizens who wish to use them during the May 19<sup>th</sup> city cleanup day.

**VII. CITIZEN INPUT ON NON-AGENDA ITEMS**

**HOMEWARD BOUND PETS**

Dawn Vvette Witt, Director of Homeward Bounds Pets advised that she wished to approach the Council prior to the upcoming Budget meeting. She explained that she will be asking the Council for a donation during the budget process and gave the Council a background on the non-profit animal shelter located in McMinnville. She explained that POPPA (pet over population prevention advocates) has offered a \$10,000 grant to their spayed/neuter program if they can raise \$10,000 in matching funds. She explained how this benefits the citizens of Lafayette and that she will be asking the city for a donation of \$1,500.00.

**THANK YOU FOR RECENT EGG HUNT**

Pastor Jim Peterson thanked everyone for their participation in the annual Community Egg Hunt. He explained that it was a big success and felt that it was great for the community.

**VIII. DISCUSSION ITEMS**

None.

**IX. ACTION ITEMS**

**PRELIMINARY OFFICIAL STATEMENT FOR SEWER LOAN REFINANCE**

City Administrator Polasek explained that staff has been working to finalize the POS in advance of selling bonds to refinance the outstanding sewer loans from the State of Oregon. In addition, he advised that the anticipated savings of the refinance has been estimated to be about \$300,000 to \$400,000 over the remaining term of the bond. He added that in order to obtain a low interest rate, there is no early pay off option. The cost of the bond refinancing will be paid from the proceeds of the bond sale and that the savings from lower debt payments will benefit the Sewer Enterprise Fund. He thanked several team members that have worked on this project, including Attorney Pete Shepherd, David Ulbricht, and Asst. to the City Administrator Melanie Maben.

Councilor Sproul moved that Council deem the final POS and authorize the City Administrator to sign the letter to Robert W. Baird & Co. Councilor Harper seconded.

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Motion carried 4-0 (Councilor Harper, aye; Councilor Joy, aye; Councilor Pagella, aye; Councilor Sproul, aye).

**HISTORIC PORTRAITS IN CITY HALL AND CITY FUNDRAISER**

City Administrator Polasek explained that last year, the City requested and was approved to have professional reproductions made of the historic portraits of Generals Washington and Lafayette that are now displayed in the U.S. House of Representatives. He advised this was very exciting as such permission has never been granted before. He also explained that the cost to professionally reproduce the portraits, which are each 7' x 4', plus framing is estimated to be a total of \$4,000. To assist with this cost, staff recommended to have a fundraiser with the following limitations:

- A \$4,000 limit is to be established and any amount not raised through donations will be funded by the city;
- Only certain out-of-town businesses and groups would be solicited; and
- The fundraiser will conclude on October 15, 2012.

Councilor Sproul moved to approve the display of historic portraits in the Council Chambers and directed that a limited fundraiser be conducted. Councilor Harper seconded. Motion carried 4-0 (Councilor Harper, aye; Councilor Joy, aye; Councilor Pagella, aye; Councilor Sproul, aye).

**DEPARTMENT REPORTS**

**FIRE DEPARTMENT REPORT**

Fire Chief Lucich explained that the Department is preparing for their annual fundraiser and that they are seeking donations. He also advised that they have been focusing on training and classes. In addition, he stated that he has recently met with the New Carlton and Dayton Fire Districts.

City Administrator Polasek advised that Dayton has pulled out of the study for phase I of a potential merger, but that the New Carlton and Lafayette departments are moving ahead.

**PUBLIC WORKS REPORT**

City Administrator Polasek explained that recently a major water line break was repaired on Monroe Street, between the meter and the main. He explained these are difficult to detect; but that the leak surfaced and was repaired.

**ACCOUNTS PAYABLE**

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There was a Councilor request to better describe certain items that checks are written for, particularly the “miscellaneous” items. They felt that during the process of accounts payable an item description could be inserted. Staff will look into the process to better inform the Council of expenditures.

FINANCE REPORT

Assistant to the City Administrator Maben explained the finance report, explaining that Franchise Fees are now listed on the report. She further advised that March’s revenues far exceeded the expenditures, explaining that some of the major revenues came in during this time.

CITY ATTORNEY INVOICES

The Council was pleased with the minimal expenses to the attorney. City Administrator Polasek advised that next month a larger attorney bill is anticipated due to the recent items the attorney has worked on.

ADMINISTRATOR’S REPORT

City Administrator Polasek showed the Council one of the hanging flower basket brackets that the City has received and there was discussion on the new flower basket project in downtown. In addition, he explained that he would like to power wash sidewalks in the downtown area this summer. He also explained that a groundskeeper, Kyle Lewelling, has been hired and will begin Monday, April 26<sup>th</sup>.

Administrator Polasek advised that the issue of having chickens within the city will be discussed with the Planning Commission and will be brought back before the Council in June.

He also spoke of a possible community garden in a lot owned by the city on 4<sup>th</sup> Street and asked Council for direction. In addition, he advised that the city’s insurance carrier stopped by unannounced for a best practices survey and that the city passed with flying colors and received high marks.

Administrator Polasek reminded the Council and Planning Commission members that the SEI (Statement of Economic Interest) forms must be mailed and postmarked by April 16<sup>th</sup>.

He gave an update of the Community Center remodel and that the goal is to have it finished in time to have a ribbon cutting ceremony at the next Council meeting and to hold the meeting in the Community Center.

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Councilor Pagella advised he would like to see an evaluation of life on the building in order to make sound decisions of possible future upgrades.

Councilor Sproul advised that the banners on the east and west entrances of town need grommet repair as they have come loose and beginning to cause damage to the banners.

**ASR REPORT**

City Administrator Polasek explained that a new report is brought before the Council this evening, which includes a new graph showing Lafayette's total water usage. He advised that March's report numbers were off due to Dayton performing system upgrades. The ASR is increasing groundwater levels in the watershed above the normal increase we see due to seasonal precipitation. Also, benefits of the ASR are being seen at nearby well 2, and in addition, 1.4 mg has been injected through March 31<sup>st</sup>.

**EXECUTIVE SESSION**

Council President Pagella read the script to enter into executive session at 9:10 p.m., per ORS 192.660 (2)(d). To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Council President Pagella exited executive session and came to order in regular session at 11:15 p.m.

**ADJOURNMENT**

Councilor Sproul moved to adjourn the meeting. Councilor Harper seconded. Motion carried 4-0 (Councilor Harper, aye; Councilor Joy, aye; Councilor Pagella, aye; Councilor Sproul, aye).

Meeting adjourned at 11:12 p.m.

CERTIFIED:

  
\_\_\_\_\_  
Council President Pagella

ATTESTED:

  
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Asst. to City Administrator Melanie Maben