

City of Lafayette
City Council Meeting Minutes
October 12, 2017 at 6:30 p.m.

1. **CALL TO ORDER:** President Sproul called the meeting to order at 6:30 p.m.
2. **FLAG SALUTE:** President Sproul led the flag salute.
3. **ROLL CALL:** Angela Speier, Assistant City Administrator called the roll.
Present: Marie Sproul, Stan Kosmicki, Doug Cook, Kristina Phillips, David Sword
Absent: Chris Pagella (excused), Chris Harper (excused)
City Staff Present: Preston Polasek, City Administrator; Angela Speier, Assistant City Administrator
Others: Christine Brungardt, Ralph and Shirley Burkett, Rick and Kim Meyer, Glenda Rohrig
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:** Council discussed the recent graffiti incidents that occurred in Lafayette. Councilor Sproul inquired about how these cases are handled in the Lafayette Municipal Court if the offenders are caught.
5. **APPROVAL OF MINUTES:** Councilor Cook made a motion to approve the minutes of the September 14, 2017 City Council meeting. Councilor Phillips seconded the motion. There was no discussion and the motion passed unanimously (4-0).
6. **ADDITIONS TO OR DELETIONS FROM AGENDA:** None.
7. **CITIZEN INPUT ON NON-AGENDA ITEMS:** None.
8. **ACTION ITEMS:**
 - a. **Grant Agreement from OPRD for Joel Perkins Park Restrooms**

The grant application to build restrooms in Joel Perkins Park has been approved by the Oregon Parks and Recreation Commission. The IGA in the packet needs to be approved by City Council. The City will need to complete the project by October 13, 2019. The project is included in the current budget and the City will begin the design phase this year. Council discussed the need for the restrooms to have automatic locks and be well lit.

Councilor Cook made a motion to approve the Local Government Grant Program Project Agreement (LG17-023) for Joel Perkins Park Restrooms, and authorize the City Administrator to execute the agreement. Councilor Sword seconded the motion. There was no further discussion and the motion passed unanimously (4-0).
 - b. **Traffic Control Changes on 12th Street at Jefferson and Adams**

This agenda item came from a citizen request a couple months ago. These two traffic control changes were studied by the City Engineer. The City Engineer's recommendation is to make the intersection at 12th and Jefferson a 4-way stop and to switch the stop signs at 12th and Adams from a stop on 12th Street to a stop on Adams Street. If approved, temporary signs will be placed at the intersections for a certain period of time letting motorists know traffic controls had changed.

David Sword made a motion to approve a 4-way stop at 12th and Jefferson and to switch the stop signs at 12th and Adams from 12th Street to Adams Street. Councilor Phillips seconded the motion. There was no further discussion and the motion passed unanimously (4-0).

9. DISCUSSION ITEMS:

a. Direct Mailer for Ballot Measure 36-189, Fire Station/City Hall

Staff distributed an updated postcard for Council to review. The text is updated to reflect some of the recommended changes provided from the Secretary of State. If Council is okay with the format and content of the postcard, staff will continue to work with the Secretary of State to iron out the language. Staff noted that this is part of the public outreach regarding the bond measure. In addition, FFA Architecture and staff will have a booth at Pumpkinfest. Council recommended a couple changes to the second bullet points.

Shirley Burkett inquired about additional information that will be distributed regarding the bond measure. Mr. Polasek noted that staff and the architect will be in attendance at Pumpkinfest on Saturday, October 21st at 4:30 p.m.

b. Third Street Landscape Maintenance Proposal

Mr. Polasek said that this proposal from C&D Landscaping is for annual maintenance of 3rd Street from welcome sign to welcome sign, including bulb-outs, street trees, the front of City Hall, and curb lines. The annual cost would be \$3,600 or \$300 per month. The City would continue to pick-up garbage. Lawn care would not be included in this proposal.

At the last meeting Council discussed the conditions of the City parks and the possibility of the City privatizing parks maintenance. Staff said that one of the maintenance workers has submitted their resignation which would allow staff to take a closer look at privatization. Public Works staff would still inspect and maintain the playground equipment and mow the parks that are mainly open space like Terry and Veterans. In order to do this type of privatization the City will need to follow a process laid out in ORS. Council discussed how the 3rd Street proposal should be included in a larger bid if the City decides to contract out parks maintenance. Mr. Polasek noted that the contract includes a 30-day termination notice.

There was no Council objection to staff accepting the Third Street landscape maintenance proposal from C&D Landscaping. Staff will also continue to pursue the option of the privatization of parks maintenance.

10. DEPARTMENT REPORTS:

- a. **Public Works:** Council discussed the production report and how the percent loss has gone down since two large leaks were repaired this summer. The metallurgist has ruled out any concerns that the corrosion of the pipes is occurring due to our water quality. The corrosion is occurring from the outside in, and the next time there is a new leak he will be on site to collect soil samples at the spot of corrosion. Staff is hopeful that the science will be determined by the end of the year, in order to develop a pilot program to begin replacing some of the laterals. Potential funders at the state are interested in this program and the intertie with McMinnville Water and Light (MWL). Councilor Cook asked about the repair made to the Pringle Waterline, staff noted that repair was made to the existing line.

Mr. Polasek reported that Jim Anderson, Public Works Foreman has accepted a position with the City of Sheridan as their Public Works Director. Mr. Anderson's last day with the City will be November 3, 2017. The current Foreman position is supervisory and union represented, which is allowed in state statute for certain middle manager positions. Mr. Polasek noted that as the City seeks to replace the Public Works Foreman it will be changed to a management position. This will still be a working supervisor that will be spending most of their time in the field. In the future, a Public Works Director would be an engineer and more of a desk job. This position is the operator in charge of the City's water system, there will need to be a plan for continuity for

someone to sign off on reports to the state. The Oregon Association of Water Utilities could serve in that capacity, if needed. There was no objection from Council to continue with this recruitment as a management position and provide an employment agreement for the person hired. The employment contract would be approved by Council.

- b. Wastewater Treatment Plant:** The City started trucking sludge to Salem. The City has been taking steps to minimize the storm run-off into the sewer system and is required by the NPDES permit to track the amount of run-off that gets into the plant.
- c. Fire:** Volunteers had a very successful Fill-the-Boot Day and raised over \$3,200. Chief Lucich is currently in Napa Valley, California leading a Yamhill County Strike Team to combat wildland fires.
- d. Administration:** Council reviewed and discussed the citizen comment cards. Mr. Polasek and Councilor Cook will meet with MWL to further discuss the water supply agreement. The City issued a press release regarding the intertie this week. The intertie will also be the City's connection to the regional system once that is built, so this project will have long-term benefits as well as short-term. Staff met with Brian Young, Yamhill County Emergency Manager and discussed the County's plan to build a new Emergency Operations Center and pursue countywide regional fire training. Curt McLeod, Engineer with Curran-McLeod, Inc. toured the City's water system, met with staff, and will be working to update the City's Water SDC. Mr. Polasek was interviewed by Dave Adams with KYLC regarding the MWL intertie. Council will hold hearings on the recommended Development Code changes in December and January. In the coming months the Planning Commission will likely be discussing code changes related to Accessory Dwelling Units (ADUs), due to a legislative change that requires all cities to allow ADUs in their residential zones.

11. COMMITTEE REPORTS: None.

12. COUNCILOR'S REPORTS: Councilor Sword commended Mr. Polasek and Councilor Cook's work regarding the negotiations with MWL. He reported on the League of Oregon Cities Annual Conference and encouraged all Councilors to attend a conference in the future. Councilor Phillips referred to a follow-up letter that Christine Brungardt provided to Councilors regarding backyard chickens and asked about the process to get the issue on a future agenda. Council applauded Ms. Brungardt for her work gathering the data and discussed placing the issue on a future agenda. It was decided that it would be best to wait until the Mayor and all Councilors were present to make that decision. In the meantime staff will provide the background information that was researched and discussed in 2012.

13. MAYOR'S REPORT: None.

14. ADJOURNMENT: Councilor Cook made a motion to adjourn the meeting. Councilor Kosmicki seconded the motion. The motion passed unanimously (4-0) and the meeting adjourned at 7:56 p.m.

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

CERTIFIED:


Chris Pagella, Mayor

ATTESTED:


Angela Speier, Assistant City Administrator