

City of Lafayette
City Council Meeting
March 14, 2013—6:30 p.m. held at the
Lafayette City Council Chambers at 486 Third Street, Lafayette, Oregon

NOTE: The order of agenda items are listed as they appear on the official agenda.

CALL TO ORDER

Mayor Heisler called the meeting to order at 6:30 p.m. on March 14, 2013.

FLAG SALUTE

Mayor Heisler led the flag salute.

ROLL CALL

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

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

City Staff Present: City Administrator Polasek, present; Asst. to the City Administrator Maben, present; City Planner Jim Jacks, present; Fire Chief Lucich, present; Deputy Rice, present.

Audience Attendance: Emily Osburn, C & D Landscape; Cal Kearns, C & D Landscape; Al LeMay; Paula Terp; Fred Rodley; County Commissioner Allen Springer.

REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE

Deputy Rice gave a report on the crime summary for Lafayette for the month of February

PROCLAMATION

WOMEN'S HISTORY MONTH

Mayor Heisler read the proclamation supporting National Women's History Month.

PRESENTATION

AMATEUR RADIO EMERGENCY SERVICES

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Paula Terp and Fred Rodley were in attendance and gave a brief presentation to the Council, explaining the role of the amateur radio emergency services and how they assist with communications during an emergency. She also advised of a recent grant they obtained for dual band antennas and that they wished to place one in each city in the county. This would allow them to have better communication access in an emergency situation.

Fred Rodley explained that when the antenna is installed they can easily talk to Salem and perhaps as far as Eugene. He volunteered to help install the antenna.

There was Council consensus to accept the antenna and thanked the group for their assistance.

CITIZEN INPUT ON NON-AGENDA ITEMS

ALLEN SPRINGER, COUNTY COMMISSIONER

Commissioner Springer explained he was attending various city meetings throughout the county and let each one know that they are appreciated and that during these difficult times all agencies need to work together. He commended the Council on leading Lafayette in a positive direction.

PUBLIC HEARING

ORDINANCE 617-AMENDING THE LAFAYETTE COMPREHENSIVE PLAN

Mayor Heisler opened the public hearing.

City Planner Jim Jacks explained the hearing process, legislative amendment file no. 2012-2, staff report, public testimony and deliberations. He read and entered his staff report into the record as Exhibit A, and presented the projection of 5,552 for the year 2032 as Exhibit "B". He gave his staff report and supplied background information.

Mayor Heisler opened the floor to the audience.

There were no opponents or proponents.

There was Council discussion.

Al LeMay asked how the standard would change with national standard plan changes and how that would affect the budget and capital outlay.

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City Planner Jim Jacks explained that the national standard plan is already included, and that the Budget Committee and Council decides if money goes into it or not as well as where and how much. He then advised that the city does not have to purchase acreage if it can follow the plan without the additional acreage.

Councilor Pagella felt that Lafayette had not met standards in the past, but is now. He stated that typically, the more park land, the better quality of life.

Mayor Heisler closed the public hearing.

Councilor Pagella moved to accept the planning staff report, legislative amendment file no. 2012-02, and set Ordinance 617 for a second reading before the Council on April 11, 2013. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

ACTION ITEMS

RESOLUTION 2013-01-APPROPRIATIONS TRANSFER OF \$25,000 WITHIN THE CITY HALL BUILDING FUND FOR CITY HALL IMPROVEMENTS

City Administrator Polasek explained that the City Council has discussed the desire to make additional improvements to the exterior of City Hall this fiscal year. He advised that the City Hall Building Fund has sufficient appropriations available in the Materials & Services category for the project and that Resolution 2013-01 transfers \$25,000 from M & S to Capital within the fund so that it can be used on building improvements. The appropriations total for the City Hall Building Fund as adopted for the current fiscal year remains unchanged with this transfer.

Councilor Pagella moved to approve Resolution 2013-01, Appropriations Transfer of \$25,000 within the City Hall Building Fund for City Hall Improvements. Councilor Cook seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

APPOINTMENT TO BOARDS AND COMMISSIONS

Mayor Heisler advised that he has spoken to two applicants for the Water Resources Committee and has not yet reached a decision, and hoped to have a decision at the next meeting.

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Mayor Heisler explained that he spoke with Peter Thomas and felt that Mr. Thomas provided a positive attitude for becoming involved appears to not have any personal agendas.

Peter Thomas advised he is a software development manager in Hillsboro and has lived in Lafayette for a couple years and would like to volunteer in his community.

Mayor Heisler recommended Mr. Thomas to the Budget Committee position, expiring 12/31/2015 (filling the position previously held by Sandee Robinson).

Councilor Pagella moved to nominate Peter Thomas to Budget Committee position, expiring 12/31/2015. Councilor Harper seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

Mayor Heisler explained that he spoke with Al LeMay and advised he coaches little league and has assisted the community in many ways. Mayor Heisler recommended Al LeMay to the Budget Committee position, expiration of 12/31/2014.

Councilor Pagella moved to nominate Al LeMay to the position Budget Committee position, expiring 12/31/2014. Councilor Harper seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

Mayor Heisler recommended re-appointing Tim Svenson to the Budget Committee position, expiring 12/31/2015.

Councilor Pagella moved to nominate Tim Svenson to the position Budget Committee position, expiring 12/31/2015. Councilor Harper seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

Mayor Heisler recommended re-appointing Daniel Forster to the Budget Committee, position expiring 12/31/2015.

Councilor Harper moved to nominate Daniel Forster to the Budget Committee position expiring 12/31/2015. Councilor Cook seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

COLA FOR ASSISTANT TO THE CITY ADMINISTRATOR

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City Administrator Polasek advised that it is customary for the Council to determine any COLA (cost of living adjustment) for management after the determination of COLA has been made for non-management personnel. He explained that union personnel will be receiving a 2.3% COLA effective July 1, 2013 and recommended the same for the Assistant to the City Administrator.

Councilor Cook moved to approve a COLA of 2.3% for the Assistant to the City Administrator, effective July 1, 2013. Councilor Joy seconded. Motion carried (4-0). (Councilor Cook, aye; Councilor Joy, aye; Councilor Harper, aye; Councilor Pagella, aye).

DISCUSSION ITEMS

LANDSCAPING FOR CITY HALL

City Administrator Polasek advised that at the February 21st special Council meeting, Council directed staff to replace the existing sidewalks to the entry of City Hall with pavers and add this work to the previous landscaping design for the front of City Hall. The proposal was attached to the agenda in the amount of \$13,242 to provide the extra work Council desired. In addition to the landscaping proposal Council was asked to choose the paint colors for the exterior of City Hall. There was Council consensus to keep the colors fairly natural and allowed Preston to proceed with the colors or similar colors that he showed the Council.

C & D Landscaping was in attendance and brought samples of various pavers, explaining that they will be set in a sand and gravel base; assuring that weeds would not grow through the sand. He explained how the pavers are placed and that they will be working with public works and install conduit for the electrical reading board. City Administrator Polasek explained that the City would work on the handicap access and C & D Landscaping would then lay the pavers.

COMMUNITY GARDEN

City Administrator Polasek explained that at the February 21st meeting, the Council was presented with a Community Garden proposal that listed startup costs at approximately \$8,500. The Council asked Diana Meyer and City Administrator Polasek to bring back a less costly proposal. The new proposal is estimated at \$3,250. He also explained that water would be provided by the city and applied by the users. Each person would be responsible for winterizing their plot and the Council would adopt rules and policies for the community garden.

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There was Council deliberation with the primary concern of how many residents are actually interested in establishing a community garden in Lafayette. The Council directed staff to place a survey on the water bills and information in the newsletter for public awareness and opinion. The Council will then make their decision, at the May meeting based on the results of the public survey.

STATEMENT OF ECONOMIC INTEREST INFORMATION (SEI)

Assistant to the City Administrator Maben explained that the Council asked staff to re-address this item at the March 14th meeting to be sure the Council had received their SEI forms. She explained that the completed statements must be returned to the Oregon Government Ethics Commission by April 15th and advised she would be happy to assist anyone, if needed.

**MERGER OF FIRE AND EMERGENCY SERVICES WITH THE NEW
CARLTON FIRE DISTRICT**

City Administrator Polasek asked the Council for direction to move the merger process forward by continuing to collaborate with the NCFD board to develop a Regional Fire Protection Vision and create a Steering Committee of stakeholders.

There was Council deliberation with the Council wanting additional information on addressing the equipment replacement during the budget with an estimated life span on current equipment and to also have the consultants return to explain the financial analysis. The Council agreed to revisit this topic in July.

COUNCILOR'S REPORTS

Councilor Harper expressed concern with low rainfalls this winter, which could impact the water supply in Lafayette during the summer.

ADMINISTRATOR REPORT

City Administrator Polasek advised that the restroom remodel in the Council Chambers will begin tomorrow and hopes to have it completed in approximately 1 week. He also advised of a recent meeting of GROW Yamhill County that was held at the Community Center in which 34 were in attendance. In addition, he explained that the City has applied for a Streetscapes Grant, which is an \$850,000 project and if received we would have to match \$100,000 and at this time we are still in the running for the funding. He also advised that the Groundskeeper interviews are done and that he will soon meet with him and he hopes to give a job offer. He also reminded the

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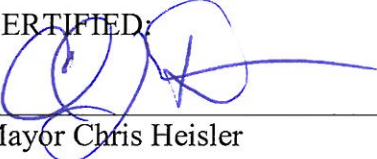
public that the annual Cleanup Day is scheduled for May 18th and that Linda Lyon is working on the details.

ADJOURNMENT

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

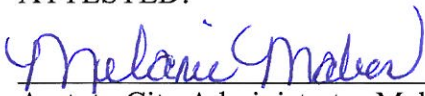
Meeting adjourned at 10:25 p.m.

CERTIFIED:



Mayor Chris Heisler

ATTESTED:



Asst. to City Administrator Melanie Maben