

City of Lafayette
City Council Meeting
August 14, 2014 at 6:30 p.m. held in the
Council Chambers, 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.

FLAG SALUTE

Mayor Heisler led the flag salute.

ROLL CALL

Mayor Heisler, present; President Pagella, present; Councilor Cook, present; Councilor Harper, present; Councilor Joy, present; Councilor Smith, present; and Councilor Sproul present.

City Staff Present: City Administrator Polasek; and Terry Lucich, Fire Chief.

REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE

No comments were provided.

ADDITIONS/DELETIONS TO THE AGENDA

None.

CITIZEN INPUT ON NON-AGENDA ITEMS

None.

ACTION ITEMS

APPOINTMENT TO THE PLANNING COMMISSION

The Mayor informed the Council that he has not been able to contact the applicants, but he will be prepared to recommend the appointment at the September Council meeting.

DISCUSSION ITEMS

JOEL PERKINS HISTORIC MARKER PLACEMENT

President Pagella suggested that the marker be placed in the SW corner of the sidewalk intersection near the center of the park, facing NE. This location was accessible and not in a busy area between playgrounds. The Council agreed.

WORK PROGRAM FOR FY2015

Mayor Heisler asked about the budget for the Adams Street project. The City Administrator stated that the current \$546,000 budget total includes the added sidewalk on 2nd and Adams streets and the private parking lot construction.

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The Council discussed the project for additional remodeling in and around City Hall. Administrator Polasek said this was a lower priority item and that it was practical to move forward on two separate structures, a remodel of City Hall that will serve the City in the near term, and a separate structure as a new Lafayette Fire Station.

The Monroe Street sidewalk is on the schedule to get designed this fiscal year. The Civic Center is a two-year project to acquire parcels near City Hall, including some lots that have recently come up for sale. The Community Center developments is a two-year project to improve the parking lot, continue the sidewalk accessible route from 2nd Street, remove trees, add a gazebo, and a vehicle storage building that can also store recreation equipment for public use in the park. The Fire Engine procurement is also a two-year project to determine the cost, explore ordering two with another agency, and also to keep this on our CIP list for potential grant funding. The ATV has already been purchased with a snowplow attachment. SDC methodology update will probably not happen this fiscal year, because of workload demands on our City Engineer. Several items on the wish list for tasks and projects will get done when our two vacant staff positions are filled this winter.

CITY HALL REORGANIZATION

Administrator Polasek provided an overview of the changes to job duties, especially accounting responsibilities, and adding staff to address what has to get done. There may be some personal services adjustments at the end of the fiscal year, depending on who gets hired. A full year of reorganization compared to status quo is about \$15,000 increase in personal services. Most likely the changes will have no impact on the budgeted funds during the current year.

The Office Assistant position, primarily responsible for the utility billing system, will be part-time this fiscal year with no benefits. Likely for next fiscal year, the hours will be increased based on business necessity. The Assistant City Administrator position has very different job responsibilities from the Assistant to the City Administrator position the city has had over the last 10+ years. Several primary accounting responsibilities will be shifted to the City Clerk position, which will be moved to 24-30 hours per week with primary responsibilities in several accounting duties.

PROCUREMENT OF ADDITIONAL WATER RIGHTS FROM THE WILLAMETTE RIVER

Council reviewed the appraisal report provided to the Yamhill Regional Water Authority. The purpose of the report is to help the YRWA entities to successfully negotiate for water rights that are not subject to future fish flow restrictions. Any direction Council has on this matter can be provided to staff in the executive session later this evening.

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DEPARTMENT REPORTS

Councilor Sproul was amazed at the wonderful improvement to the well house at Joel Perkins Park with the new roof and paint that matches the pavilion.

Council discussed the water production numbers and noted that system loss for the month was listed at 30%. This figure doesn't appear to jump around as much since we have made system improvements and repaired leaks, so we know we are reducing loss. We don't know all the factors that contribute to our system loss calculation, but it is important that we continue to monitor.

Administrator Polasek asked Council to set the October meeting date, since he will be out of town on October 9. Council set the meeting for October 2, 2014. The September newsletter will focus on rolling out the new utility billing options. He mentioned he had a very nice meeting with Kourtney Ferrua, the new Wascher Elementary Principal.

EXECUTIVE SESSION

The Mayor read the script for the executive session per ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. After declaring a 5-minute break at 7:45 pm, the Council entered into executive session at 7:50 pm. The Council reconvened into the public portion of the meeting at 8:40 pm.

COUNCIL VACANCY DECLARED

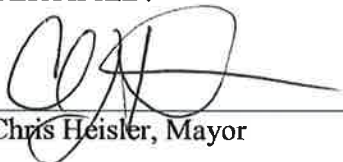
Councilor Matt Smith announced that he is moving out of the city to be closer to his job that has been relocated, so this would be his last Council meeting. Mayor Heisler, Councilors, and the Administrator thanked Matt Smith for his service to the City. Councilor Harper made a motion to declare a vacancy on the Council and President Pagella seconded the motion. The motion passed 5-0 with Councilor Smith abstaining.

ADJOURNMENT

President Pagella moved to adjourn the meeting and Marie Sproul seconded the motion. The motion passed 5-0.

Meeting adjourned at 8:46 p.m.

CERTIFIED:


Chris Heisler, Mayor

ATTESTED


Preston Polasek, City Administrator