

**City of Lafayette**  
**City Council Meeting Minutes**  
**September 11, 2014 at 6:30 p.m.**

**INVOCATION** by Pastor Robert Grady, McMinnville Christian Faith Center

1. **CALL TO ORDER:** Mayor Heisler called the meeting to order at 6:30 p.m.  
The Mayor called for a moment of silence in remembrance of those Americans affected by the tragic events on September 11, 2001.
2. **FLAG SALUTE:** Mayor Heisler led the flag salute.
3. **ROLL CALL:** Preston Polasek, City Administrator called the roll.  
*Present:* Chris Heisler, Chris Pagella, Chris Harper, Mark Joy, Marie Sproul, (one vacancy)  
*Absent:* Doug Cook (excused)  
*City Staff Present:* Preston Polasek, City Administrator  
*Others:* Tess Fields, Comcast, Director of Government Relations, Angela Flood, Tim Casey, Al LeMay, Don Leard, and Paul Knoble
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:**  
There was no representative from the YCSO to respond to questions on the latest report. Councilor Sproul commented on the decrease in crime statistics.

Angela Flood, 287 Canyon View, asked who was responsible for enforcement of the City sign code ordinance. Preston Polasek stated that the City Administrator is responsible for enforcement.

5. **PRESENTATION:** Tess Fields, Director of Government Relations for Comcast, introduced herself and highlighted recent changes at Comcast. She discussed Comcast's Internet Essentials program, which provides internet service at a reduced rate for income-eligible households. The program information will be included in an upcoming City newsletter.  
  
Angela Flood asked if Comcast had a program for low-income seniors. Tess Fields indicated that they do not have one at this time.
6. **ADDITIONS TO OR DELETIONS FROM AGENDA:** Mayor Heisler stated he wanted to add the Sign Code ordinance to Discussion Items.
7. **CITIZEN INPUT ON NON-AGENDA ITEMS:** Angela Flood asked about having more documents available online and included in the Council packet. She asked what the Council's goals were regarding making documents more available to citizens and having more openness. Mayor Heisler said it is not the intention of the Council to become more secretive; the number of staff is currently less, resulting in some areas getting behind.

Tim Casey, candidate for Yamhill County Sheriff, indicated that he had received a phone call from City staff regarding his election signs. He stated that his brother obtained the sign regulation information today from the City and made sure that they were in compliance with all of their signs. He highlighted aspects of his campaign and goals for the Sheriff's Office if elected.

## **8. ACTION ITEMS:**

### **a. Appointment to the Planning Commission**

Mayor Heisler recommended Brienne Carpenter for appointment to the Planning Commission. He stated that he would like to speak with the other applicant about serving on the Budget Committee. Councilor Sproul asked if the Planning Commission reviews the applications before the Council makes the appointment, and Mayor Heisler stated that they do not. There were no other nominations, and Councilor Pagella made a motion to appoint Brienne Carpenter to the Planning Commission. Councilor Sproul seconded the motion. There was no further discussion and the motion passed unanimously.

There was discussion about an appointment to the City Council. The consensus was to wait until after the first of the year to make any appointment to Council.

## **9. DISCUSSION ITEM:**

### **a. News Media Ordinance**

Mayor Heisler stated that the League of Oregon Cities has developed a model ordinance for a process regarding news media. Preston Polasek stated that it is a housekeeping item and that other cities have adopted an ordinance based on the LOC model, since there are no state laws to help determine who are considered legitimate news media. He stated that correspondence had been received from resident Angela Flood and another from Dave Adams at KLYC Radio. Both claim to be representing news media organizations. Preston stated that currently the City has a relationship with the News-Register in McMinnville, as it is our paper of record for hearing and other notices and their reporters cover our meetings and events. The criteria for making the determination of legitimate news media are in the ordinance. Councilor Sproul asked if anyone who had a website could request to be regarded as news media. Councilor Harper asked what the process had been in the past. Preston stated that there was no policy before; when the credentialed reporter would request to remain for an executive session, it was often allowed by Council. With a policy, the Council would no longer have to make a determination at each meeting but that Council could do so within the proposed procedures.

Angela Flood discussed the reasons why she felt she met the criteria for inclusion as news media.

Mayor Heisler stated that he did not feel Council needed to make a decision at this meeting but that we keep it on the agenda to adopt procedures at another meeting. He indicated that he believed it was good to have rules and standards in place to determine legitimate news media organizations. Discussion ensued. The Council directed staff to place discussion of the ordinance on the agenda for the next meeting. Councilor Harper requested that copies of a couple other City's ordinances be provided for the Council to review as well.

### **b. Abigail Scott Duniway Park**

Preston Polasek stated that Don Leard has approached him about developing a park, to be dedicated to Abigail Scott Duniway, on the vacant lot he owns next to the Post Office on Third Street. It would require going through a zone change since the lot is currently zoned Commercial C-1 and the lot would be partitioned. The Abigail Scott Duniway historical marker would be placed on that lot, along with the Little Free Library and a Yamhill County Transit bus shelter. The land for the park would be donated to the City in perpetuity and the cost to construct the park would be paid by Mr. Leard.

The Council agreed they like the idea of having the marker on Third Street and to move forward with the proposal. There was discussion on the residence adjacent to the proposed park area.

**c. Sign Ordinance**

Mayor Heisler stated that a potential conflict has been raised regarding the City's sign ordinance, regarding time limitations placed on election-related signs as outlined in Section L on page 6. He stated that a Supreme Court decision had been made regarding a similar issue in another state and he would like this matter to be reviewed by the City's legal counsel to make sure we are in compliance. Councilor Harper stated that the sign code also allows for other types of signs to be placed on private property, so this section of the code is actually allowing additional signs during the election period. Discussion ensued.

Al LeMay, 718 SW Tera Road McMinnville, commented on the ambiguity of the ordinance. He asked that the ordinance be revised to be more specific on the regulations.

The City Administrator stated that the concerns raised do not apply to Lafayette's sign ordinance; however, the Council directed Preston to have the City Attorney provide an opinion on the ordinance and place as a discussion item on the next agenda.

**10. DEPARTMENT REPORTS:**

**a. Public Works:** There was discussion on the water consumption report and ASR levels.

**b. Fire:** There was no discussion.

**c. Administration:** Preston informed the Council that a Public Works employee has accepted a position with another City and will be leaving at the end of the month. This will create a small setback to the in-house testing at the WWTP, but the program is still moving ahead. The Council discussed changing the date of the October Council meeting, and the consensus was to hold it on the 16<sup>th</sup>. There was discussion on the Joel Perkins dedication and scheduling conflicts. Councilor Harper suggested waiting until staff was available to take the lead on the project. Al LeMay offered to assist with coordinating volunteers for the dedication. Preston discussed the upcoming recruitment for the Assistant City Administrator and Office Assistant positions. Councilors Sproul and Joy offered to assist with the interview process. Preston gave an update on the Adams Street project.

**11. COMMITTEE REPORTS:** None

**12. COUNCILOR'S REPORTS:** None

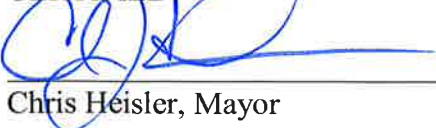
**13. MAYOR'S REPORT:** None

**14. EXECUTIVE SESSION:** Preston stated there was an executive session scheduled per ORS 192.660(2)(e), but there is no information to discuss at this time. Council did not enter into executive session.

**15. ADJOURNMENT:** Councilor Pagella made a motion to adjourn the meeting. Councilor Sproul seconded the motion. The motion passed unanimously and the meeting adjourned at 8:45 pm.

**Minutes approved on this 11th day of December, 2014.**


CERTIFIED:



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Chris Heisler, Mayor

ATTESTED:



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Preston Polasek, City Administrator

