

City of Lafayette
City Council Meeting Minutes
April 18, 2019 at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Sproul called the meeting to order at 6:30 p.m.
2. **FLAG SALUTE:** Mayor Sproul led the flag salute.
3. **ROLL CALL:** Assistant City Administrator Kevin Perkins called the Roll
Present: Mayor Marie Sproul, Wade Witherspoon, Christine Brungardt, Doug Cook, Chris Harper, Kayla Paulsen
Excused: Sheila Neuman
City Staff Present: Preston Polasek, City Administrator; Kevin Perkins, Assistant City Administrator
Others: Leah Harper; Mary Heisler; Bill Lindemann, Juliette's House; Linda Lyon; Deputy Andrew McMahan, YCSO
4. **PRESENTATION:** *Linda Lyon Community Service Award*
Mayor Sproul discussed the history of the Community Service Award, which was created by the City Council several years ago to honor contributions by residents to the City. Based on her long-standing and continued service to the community the City Council named the service award the Linda Lyon Community Service Award and selected Linda Lyon as the inaugural recipient. Mayor Sproul noted that Linda Lyon founded the Lafayette Citizens Fund to raise money for events and non-profits in the community; founded the community cleanup day; provided a bench at the Community Center; helped with remodeling the Community Center and donated the appliances; helped fund donations to the Boy and Girl Scouts; held a bingo night; several different kinds of dinners such as a pig roast and a spaghetti feed; and many other contributions to the Community.

Linda Lyon talked about her time in the community, her work with the various councilors and for the city. She also credited others, specifically Mary Heisler and Leah Harper, who worked with her through the years.

Councilor Harper commended her for her persistence in achieving her goals throughout the years.

5. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE**
Deputy McMahan presented the monthly crime report for the Sheriff's Office. He commented that DUII and Trespassing are the only two categories that rose the past month over the previous year; all other categories were lower than last year at this time. In response to a question from Council, he stated that the neighborhood watch group has been contacting the Sheriff's Office less over the last couple of months.
6. **APPROVAL OF MINUTES:**
 - a. *March 14, 2019 City Council*
Councilor Harper noted that there was a misspelling on page 4.

Councilor Harper moved to approve the minutes of March 14, 2019 City Council Meeting as corrected. Councilor Cook seconded the motion, which passed unanimously.

b. *March 28, 2019 Downtown Design Review and Award Committee*

Councilor Harper moved to accept the minutes of the March 28, 2019 Downtown Design Review and Award Committee as submitted. President Witherspoon seconded the motion, which passed unanimously.

7. PROCLAMATION: *Child Abuse Prevention Month*

Mayor Sproul read the proclamation into the record and provided a copy to Bill Lindemann of Juliette's House.

8. ADDITIONS TO OR DELETIONS FROM AGENDA

Administrator Polasek noted that item 11c has been added to the agenda and a staff report has been provided to Council.

9. CITIZEN INPUT ON NON-AGENDA ITEMS:

None.

10. PUBLIC HEARING:

Second Reading of Ordinance No. 636, Amending LMC 5.415 re Livestock and Fowl Regulations

Mayor Sproul opened the Public Hearing and read the Ordinance by title, as there were no objections from Council. She then solicited testimony from the public.

Greg Goularte, 553 Jefferson St.

Mr. Goularte expressed opposition to the permitting requirement because he feels that in the future it could be turned into a revenue source for the City.

Mayor Sproul closed the public hearing and asked the Council whether more deliberation was needed.

Councilor Harper clarified that the limits are four chickens and four rabbits, regardless of the age of the animal.

11. ACTION ITEMS:

a. *Ordinance 636 Amending LMC 5.415 re Livestock and Fowl Regulations*

Councilor Brungardt moved to approve Ordinance no. 636, amending Lafayette Code section 5.415 regarding livestock and fowl regulations. Councilor Cook seconded the motion, which passed unanimously.

The Ordinance will go into effect on May 18, 2019 and residents already possessing fowl or rabbits will have until July 18 to come into compliance with the new regulations.

b. *Ratification of Water Purchase Agreement with MWL*

Administrator Polasek reviewed the change to the agreement that was requested by MWL after the Council had approved the agreement. The new language requires the City to pay for any changes to the project that are requested by the City, which is a reasonable condition.

Councilor Cook moved to ratify the water purchase agreement with MWL dated March 20, 2019 and including a new provision, section 4.13. Councilor Brungardt seconded the motion, which passed unanimously.

c. *Increase Contract Authorization for Additional Street Repairs*

Administrator Polasek stated that the winning bid for the original project came in substantially under the amount budgeted for the project, therefore the City could expand the scope somewhat to address other problem areas. He added that the amount requested in this item exceeds the amount needed, allowing him to address any additional needs that may crop up during the construction work.

Councilor Harper moved to authorize an increase in contract amount to \$135,000 to H&H Paving for CIP project no. 3, and authorize the City Administrator to execute these increased services through the change order process. Councilor Cook seconded the motion, which passed unanimously.

12. DISCUSSION ITEM:

a. *Preliminary Official Statement for Fire Station Bond Sale*

Administrator Polasek stated that the Preliminary Official Statement is largely a marketing tool to sell the City's bonds. It contains information about the City, its finances, and its economic information. Council was asked to review the document and provide any comments to him or to Assistant City Administrator Perkins. No formal action by the Council is necessary.

13. DEPARTMENT REPORTS:

a. *Public Works*

Mayor Sproul asked about the vehicle maintenance entry on the report and Administrator Polasek stated that the City takes its vehicles to an outside mechanic for nearly all of its maintenance needs.

• *Water Consumption*

Administrator Polasek briefly touched on several water related projects, including the replacement of the line at the Bluebird Springs and installation of new meters at several points on the system.

Mayor Sproul asked about the ASR and Councilor Cook confirmed that the ASR has only injected about 8.5 million gallons. Councilor Harper added that it took until January for the water flow to increase to the level that the City could begin injecting into the ASR.

• *Wastewater Treatment Plant*

b. *Fire*

c. *Administration*

Administrator Polasek reminded Council of the upcoming Budget Committee meetings on April 22 and 29; noted the upcoming ODOT project that will close part of Highway 18; updated the Council on the Community Development Clerk recruitment; and stated that the

RFP for the intertie with MWL has been issued and the award date is expected to be May 21, 2019

- Accounts Payable

14. COMMITTEE REPORTS

Veteran's Park Committee: President Witherspoon discussed the committee's activities and distributed the results of the survey that they conducted with Wascher Elementary, Patton Middle School, and McMinnville High School students.

Councilor Harper suggested putting funds into the FY2019-20 budget to develop the park. President Witherspoon added that a survey, based on the feedback from the students, will be sent to all households in the upcoming water bills.

Administrator Polasek confirmed that the drawing for \$100 will be a credit on the utility account and there will be three prizes, one per household and City staff and Council are not eligible. In response to a question from Councilor Harper, he discussed the process going forward, which includes receiving the recommendations from the Committee, then engaging a consultant to create a plan with cost estimates. Unfortunately, at present there is not funding available for construction. In the future there could be dedicated funding from SDC's or other sources yet to be defined.

15. COUNCILOR'S REPORTS

None.

16. MAYOR'S REPORT

None.

17. ADJOURNMENT

Councilor Cook moved to adjourn the meeting. Councilor Paulsen seconded the motion. There was no discussion and the motion passed unanimously (6-0).

Minutes approved on 9th day of May, 2019.

CERTIFIED:

ATTESTED:


Marie Sproul, Mayor


Kevin Perkins, Assistant City Administrator