

# Notice of Council Meeting for the City of La Pine, Oregon 97739

A public meeting of the City Council for The City of La Pine, Oregon will be held on Tuesday, January 2, 2007 at 6:00pm in the Circuit Court room in the South Deschutes County Services building. Located at 51430 S Hwy 97, La Pine, Oregon 97739

The agenda will include:

- A) Election of Mayor
- B) Report by League of Oregon Cities attorney of County fillings with the State of Oregon, regarding Incorporation. Receipt by Council of official copies. Brief discussion regarding public meetings and records requirements.
- C) Authorization to obtain post office box; selection of bank and authorization to approve the necessary bank account forms to enable opening City bank account.
- D) Designation and approval of office location for City. Approval of agreement with county for use of county building. Acceptance of offer of donation of office furniture from the City of Sisters.
- E) Appointment of Councilor or committee to prepare budget for council's review and adoption for remaining fiscal year.
- F) Approval of regular meeting dates, times, and places.
- G) Delegation of authority for person to purchase office supplies and other immediate necessities on behalf of the City.
- H) Provisions for obtaining liability and casualty insurance.
- I) Discussion of COCIB grant application.
- J) Approval of request for proposals for City attorney.
- K) Discussion regarding status of county transient room tax, state revenue sharing, and gas, tobacco and alcohol taxes.
- L) Discussion regarding county franchises, law enforcement, land use planning and city boundaries.

Note: Some items may be added or postponed

**The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 24 hours before the meeting by calling 536-9771**

## Minutes of La Pine City Council meeting Tuesday January 2<sup>nd</sup> 2007

Meeting called to order 6:02 - by Councilor **Kitty Shields**

Roll call present: **Attorney Paul Nolte** – **Councilors Ann Thomas, Kitty Shields, Jesse Daggett,**

**Stu Martinez, Luana Damerval, recorder Gloria Fleming**

Kitty stated that since minutes of meetings were required, she had asked Gloria Fleming to do that. Gloria agreed on a temporary basis. No objections

Bernie Roberts took a moment to credit and thank Jerry Baumgartner for the nameplates and gavels he made for the City Councilors as requested by LPAC

**First order of business- Election of Mayor** – Councilor Luana Damerval nominated Councilor Stu Martinez & Councilor Ann Thomas nominated Councilor Jesse Daggett- Votes- Councilor Stu Martinez received 3 (Martinez, Damerval, Shields) Councilor Jesse Daggett received 2 (Thomas, Daggett)

**Mayor: Stu Martinez**

Nominations for Mayor Pro Tem -Councilor Luana Damerval nominated Councilor Kitty Shields and Councilor Ann Thomas nominated Councilor Jesse Daggett Votes –Councilor Jesse Daggett received 2 (Thomas, Daggett) Councilor Kitty Shields received 3 (Damerval, Shields, Martinez)

**Mayor Pro Tem: Kitty Shields**

**Mayor Stu Martinez** again called meeting to order

**Guests: Deschutes County Commissioners Mike Daly, Tammy Baney, Dennis Luke**

No prior minutes, bills or old business to address

### **New Business:**

**A** Attorney -Paul Nolte reported he received a certified copy noting incorporation documents had been filed. He also submitted a bill to the council for elections costs. He then thanked Laurie Craighead for her help and asked her to make a presentation regarding the boundaries and existing agreements with County, State and Federal agencies. She referenced Oregon Revised Statutes, stating that several projects were in process and while the city could not change at this point they would require the council to “sign off”. Currently County “regs” are the only ones existing until city develops it’s own. Councilor Shields stated she did not feel law was clear – Mayor Martinez stated it would be relinquishing some authority and wanted to know how long it would take to prepare a plan. (at least a year) Councilor Daggett said it sounds like the law doesn’t allow Council any control for now. Lawyer recommends Council to sign for now since it means the developers must conform to county plot rules for now.

Councilor Damerval made a motioned to adopt resolution – City of La Pine 2007 – 001 Councilor Daggett 2<sup>nd</sup>. **VOTE: Ayes 4 (Damerval, Daggett, Martinez, Shields) No 1 Thomas resolution passed**

Laurie Craighead asked that resolution be signed at end of meeting

Attorney Paul Nolte addressed public meetings and records regulations. He stated anytime 3 councilors are at meetings together it is a quorum. Public notice must be given. Telephone conference calls and emails also included– emails and all correspondence are public. Exceptions only for litigation, personnel issues & negotiating property purchases

Appointed committees are not exempt and they must take minutes. The exception is a committee of one. Anyone has access to those records.

**B 1** The County Commissioners requested a discussion of the Biomass plant request they have for the sale of 28 acres in the Industrial park- Lee Smith manager of LIGI (La Pine Industrial Group Inc.) has a request to combine 24 lots for Silvan's proposal. It would bring many \$ into town and provide jobs. Commissioners want approval from the city Council before they allow a sale to proceed

Several concerns were expressed- Traffic (40 trucks during 24 hour period) water usage (480,000 gals)

How many jobs? (20-30 + 80 in forest) How long a contract? (at least 10 years)

County Commissioners Mike Daly and Tammy Baney both asked for input from community and Commissioner Dennis Luke asked for an answer by the end of the month.

If the sale is approved it will still allow time for many meetings and input before final approval of any agreements

Dennis Luke stated several lots in Industrial park had recently been sold and 26 new operations had been approved.

Dennis Luke also said they are looking for a citizen to represent the area on a Transportation Committee that meets in Redmond every other month.

**B 2 Councilor Damerval** stated she had met with Susan Ross from the Deschutes County office before the meeting to discuss the COCIB grant and will have a report on that next meeting.

**C Councilor Damerval** stated she will check into getting a post office box and report back at the next meeting.

**Councilor Shields** stated she will contact local banks and ask for proposals to be discussed at the next meeting

**D** County has approved use of current facilities for meetings and also the conference room. Councilor Damerval said she had received a letter from Eileen Stein of Sisters offering to donate office equipment to our city.

It must be picked up and stored until City location is established. **Councilor Damerval moved to accept the donation from Sisters Councilor Shields 2<sup>nd</sup> Aye votes unanimous motion passed**

Mayor Martinez will arrange pick up – Some can be stored at So. County bldgs. temporarily.

Councilor Damerval stated she would prepare a thank you card... **Councilor Daggett** will look into finding a permanent office space and report back to the council

**E Councilor Shields** stated that she had asked **Jayne Benner** if she would be willing to help prepare a budget for the remainder of the fiscal year and she accepted- **Councils members all approved.** Next year's budget to be discussed once census figures are in

**F** Next meeting will be on Friday 1/12 at 7PM in the So. County Bldg. courtroom. After that meetings will be every Tuesday at 7PM in the same place until further notice

**G** Water/Sewer districts donated office supplies to help the city get started – Councilor **Thomas** agreed to check with the District to see what they have and what is still needed

.The Council members agreed to **authorize Councilor Thomas to make necessary purchases** once the City has an account .

**H Councilor Shields** agreed to contact local insurance companies and asked for proposals from them. Bancorp & La Pine insurance had representatives present. Proposals will be submitted and reviewed by the City before the next meeting so a decision can be made then.

**I Councilor Damerval** stated the cost for a town to join League of Oregon Cities would be approx. \$1,246 for city of 2000 population. L.O.C. is checking to see if this could be prorated to \$623 for the remainder of the year. Council could submit letter of intent in order to join before funds to pay available. Representative will be present at next meeting.

**J Councilor Damerval & Attorney Paul Nolte** prepared a proposal to send to City attorney candidates... **Mayor Martinez** will send out to any local firm that qualifies and advertise on internet. Paul will ask Oregon League of Cities to post on website. Deadline for replies is set as Feb. 1<sup>st</sup>.

**K** Until census is done City is unable to collect any taxes from state revenue sharing.

**Rose Alsbury** from La Pine Chamber of Commerce, presented a request that Transient room taxes be given to the La Pine Chamber of Commerce. She also gave the council a copy of the Chambers tourism marketing plan for the city of La Pine. **Councilor**

**Daggett** stated he would prepare proposal for next meeting and that there are 2 options. If Portland State Univ. does complete job it will cost \$5,000-\$10,000. It would be \$ 1,000 if based on existing data.

**L** Number and names of franchise in city unknown at this time – **Attorney Nolte** will check with the County. There will be no changes in the delivery of law enforcement services at this point. **Attorney Nolte** also offered to initiate talks with Laurie Craighead on land use issues.

**M. Attorney Nolte** stated that since Sewer and Water district are not coterminous, they are not automatically absorbed into city. **BarbeAnn Nelson** spoke on behalf of the districts and suggested that everything remain the same for the next 6 months. That would give all a chance to look at and revise any rules and regs if needed before adopting. **Councilor Damerval** moved to allow Water & Sewer District to remain as Special Districts until July 1<sup>st</sup>. **Councilor Shields 2<sup>nd</sup> Aye votes unanimous motion passed**

##### **5. Special meetings/workshops**

**Councilor Ann Thomas** reported that she had attended a COCO meeting in Redmond. She was very impressed and relayed they voted to include La Pine. They would welcome us and would waive any fees. She encouraged an immediate acceptance of their offer. Stu responded that he would like more information before joining and would call them.

##### **6. Public input**

**John Taylor**-Suggested sites for City Offices, and said that Bernie Roberts was willing to go to Transportation Board meetings. Asked how long Mayor term was (2yrs)

**Vic Russell**- Suggested Damascus as a resource for developing Charter also said Oregon League of Cities has a model charter for 2004

**Robert Metcalf** – Suggested OSU Social Science Dept. as resource for census.

**Rose Alsbury** - suggested sending requests, questions and agenda items to City Council via email.

**Doug Ward** – question re: Water district – Mayor Martinez referred him to Water Dist.

**Fred Boyd** – Suggested possible cogeneration effort between water reclamation and Biomass.

##### **7. No executive session needed**

**8. Good of the Order**

**Councilor Damerval** thanked the following for their help with the swearing in ceremony - Ray's market (cookies), Wilderness Garbage, NJROTC, County, City of Redmond, La Pine Chamber of Commerce, Ann Thomas, All those who supplied cookies, Roxy Rutherford, Newberry Eagle, Rose Alsbury, Jim & Gloria Fleming, Kathy & Tony DeBone

**9. Next meeting Friday, January 12, 2007 – 7PM- So. County Bldg**

**Meeting adjourned: 8:49 PM**