

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, March 11, 2009 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

2. Establish Quorum

3. Pledge of Allegiance

4. Added Agenda Items

Any matters added to the agenda at this time will be discussed during the "Other Matters" portion of this Agenda.

5. Consent Agenda

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired with respect to a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request.

a. Approval of Minutes

- i. January 7, 2009 - City Council Regular Session
- ii. January 16, 2009 - City Council Work Session and Regular Session
- iii. January 28, 2009 - City Council Work Session and Regular Session
- iv. February 4, 2009 - City Council Work Session
- v. February 4, 2009 - Board of County Commissioners/City Council Joint Session

b. Bills and Invoices

- i. Approval of Bills
- ii. Financial Report

c. Reimbursements

- i. Mileage reimbursement for Mayor meeting in Maupin, Oregon
- ii. Mileage reimbursement for City Recorder

6. Consulting Services Agreement - Little D Technology

City Attorney, Jeremy M. Green

7. First Extension to Intergovernmental Agreement - La Pine Water District

City Attorney, Jeremy M. Green

8. First Extension to Intergovernmental Agreement - La Pine Sewer District
City Attorney, Jeremy M. Green
9. Project Management Agreement - DMC Consulting Services, LLC
City Attorney, Jeremy M. Green
10. Ordinance No. 2009-01
An ordinance amending the definition of “Chief Procurement Officer” as defined in Ordinance No. 2008-01, which ordinance adopted rules and procedures relating to public contracting and was passed and approved June 25, 2008.
11. Proclamation Making March, 2009 American Legion Month
City Council
12. Appointment of Mayor Pro Tem
City Council
13. Appointment to Committees
City Council
14. Other Matters
Only those matters properly added to this Agenda under line item No. 4 (Added Agenda Items) will be discussed at this time.
15. Public Comments for Items Not on the Agenda
16. Staff Comments
17. Council Comments
18. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. The meeting is subject to cancellation without notice. The meeting is open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Luana K. Damerval at (541) 536-1432.

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, March 11, 2009 - 6:00 p.m.
51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

1. Call to Order

The meeting was called to order at 6:01 pm by Mayor Woodruff.

2. Establish Quorum

Present Were:

Mayor Ginny Woodruff
Councilor Kitty Shields
Councilor Doug Ward
Councilor Barbara Hedges
City Attorney Jeremy Green
City Recorder Luana Damerval
Administrative Assistant Patti Morgan

Quorum established.

3. Pledge of Allegiance

The Pledge of Allegiance was led by City Recorder Damerval.

00:02:20

4. Added Agenda Items

Any matters added to the agenda at this time will be discussed during the "Other Matters" portion of this Agenda.

Mayor Woodruff stated that item #14a) will be added to the agenda, under Other Matters, to consider a Tourism Committee application.

00:02:50

5. Consent Agenda

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a. Approval of Minutes

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- b. Bills and Invoices
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- c. Reimbursements
 - i. Mileage reimbursement for Mayor meeting in Maupin, Oregon
 - ii. Mileage reimbursement for City Recorder

A motion was made by Councilor Hedges and seconded by Councilor Ward to approve the consent agenda items A, B, and C as submitted.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:04:13

- 6. Consulting Services Agreement - Little D Technology
City Attorney Green stated the cap is \$4,000 for this fiscal year.

A motion was made by Councilor Shields and seconded by Councilor Ward to Approve the Little D Technology Consulting Services Agreement subject to legal review and providing authorization for the Mayor to sign the contract once legal has approved the document.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:06:38

- 7. First Extension to Intergovernmental Agreement - La Pine Water District

City Attorney Green asked to discuss both the water and sewer agreement extensions together. He said he has concerns about the Water and Sewer Districts requesting a 5 year extension.

A motion was made by Councilor Shields and seconded by Councilor Ward to Approve the First Extension to the Intergovernmental Agreement for the La Pine Water District subject to legal review and providing authorization for the Mayor to sign the contract once legal has approved the document with the caveat that document term be one year.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:16:22

8. First Extension to Intergovernmental Agreement - La Pine Sewer District

A motion was made by Councilor Ward and seconded by Councilor Hedges to Approve the First Extension to the Intergovernmental Agreement for the La Pine Sewer District subject to legal review and providing authorization for the Mayor to sign the contract once legal has approved the document with the caveat that document term be one year.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:17:50

9. Project Management Agreement - DMC Consulting Services, LLC

City Attorney Green stated it concerns the management of the comprehensive plan. He said DMC has approved the schedule.

A motion was made by Councilor Hedges and seconded by Councilor Ward to Approve the Project Management Agreement with DMC Consulting Services, LLC subject to legal review and providing authorization for the Mayor to sign the contract once legal has approved the document.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:22:33

10. Ordinance No. 2009-01

An ordinance amending the definition of “Chief Procurement Officer” as defined in Ordinance No. 2008-01, which ordinance adopted rules and procedures relating to public contracting and was passed and approved June 25, 2008.

A motion was made by Councilor Shields and seconded by Councilor Ward to Approve Ordinance No. 2009-01 An ordinance amending the definition of “Chief Procurement Officer” as defined in Ordinance No. 2008-01, to become effective April 10, 2009 subject to legal review and providing authorization for the Mayor to sign the contract once legal has approved the document.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously

00:25:42

11. Proclamation Making March, 2009 American Legion Month

A motion was made by Councilor Hedges and seconded by Councilor Shields to approve the proclamation making March 2009 as American Legion Month as presented.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:27:18

12. Appointment of Mayor Pro Tem

Councilor Hedges nominated Councilor Ward for Mayor Pro Tem. Councilor Ward declined due to being too new to the Council. Councilor Hedges then nominated Councilor Shields for Mayor Pro Tem. Councilor Shields stated she would accept the nomination. Councilor Shields then nominated Councilor Hedges for Mayor Pro Tem. Councilor Hedges declined because she said she was too new to the Council.

A motion was made by Councilor Hedges and seconded by Councilor Ward to appoint Councilor Shields to Mayor Pro Tem for a term of 22 months.

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:31:12

13. Appointment to Committees

Councilor Ward stated he would like to be involved with the TAG committee. Councilor Shields stated she could attend the TAG meetings. The Council decided not to join COCO at this point in time. Mayor Woodruff stated she will stay on COIC with Councilor Hedges, and also the Small Cities Network. She said that she would like City Recorder Damerval to attend the Wickiup Junction Steering Committee Meetings. She also requested the City Recorder to make a list of questions for ERT at the next meeting with them.

A motion was made by Councilor Ward and seconded by Councilor Shields to make the following appointments to attend the following committee meetings: COACT Councilor Ward, COACT/RAIL City Recorder Damerval, COCO will have none representation at this point, COIC Mayor Woodruff and Councilor Hedges, LIGI Councilor Ward and City Recorder Damerval, Small Cities Network Mayor Woodruff and Councilor Hedges, Wickiup Junction Steering Committee City Recorder Damerval, TAG Councilor Ward and Councilor Shields, Water and Sewer Councilor Ward and Councilor Shields

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

00:49:26

14. Other Matters

Only those matters properly added to this Agenda under line item No. 4 (Added Agenda Items) will be discussed at this time.

14a) Tourism Committee Member Application – Lupita Lewis

Mayor Woodruff reviewed the current committee members, Art Uecker, Linda Johnston, and Gina Wearin. She said there are currently two openings on the committee. City Attorney Green said the term that Lupita Lewis would be filling would expire on April 29, 2011.

A motion was made by Councilor Hedges and seconded by Councilor Shields to approve the Tourism Committee Applicant Lupita Lewis to the remainder of a three year term to finish on April 29, 2011.

Vote as follows:

	<i>AYE</i>	<i>NAY</i>
<i>Mayor Ginny Woodruff</i>	<i>X</i>	
<i>Councilor Kitty Shields</i>	<i>X</i>	
<i>Councilor Doug Ward</i>	<i>X</i>	
<i>Councilor Barbara Hedges</i>	<i>X</i>	

Motion passed unanimously.

01:00:11

15. Public Comments for Items Not on the Agenda

Gloria Fleming, who lives at 50662 Deer Forest Drive, thanked the Mayor and Council for their support of the troops and veterans. She also thanked the Mayor for being at military functions.

John Taylor, who lives at 51375 Riverland Drive, asked if the City gets regular information from Community Development about the IGA regarding things they are considering for La Pine. He said, regarding the stimulus package, that he believes that the roads in La Pine would have probably qualified as “shovel ready.”

01:05:02

16. Staff Comments

City Recorder Damerval stated she has passed out the March and April meeting calendars:

- March 23; the Comp Plan Technical Advisory Committee will be meeting from 3 to 5 pm; a goal work session with DMC will be meeting from 5 to 6:30 pm and from 7 to 9 pm there will be a community meeting for the Comp Plan at the Midstate Electric building since the Senior Center was not available.
- March 31st EDCO is meeting from 3 to 5 pm. She said the ERT Meeting is set up on April 2nd from 10 to 2 pm and attendees will need to bring something for lunch.
- She also said that on April 15th the Board of County Commissioner’s work session with the City is from 5:30 to 7:30 pm and is tentatively scheduled at the Senior Center.

01:10:07

17. Council Comments

Mayor Woodruff stated that the budget meeting will be held on March 18th at 5:00 pm. She also said the first budget meeting for the new fiscal year will be in May. Mayor Woodruff welcomed new Administrative Assistant Patti Morgan.

Councilor Shields stated that St Vincent would be a big advantage to the City and they can also perform job training. City Attorney Green suggested that it be brought up at a joint meeting with the county. Mayor

Woodruff reported on the meeting she and Councilor Hedges attended for Small Cities Network. She said that she and Council Hedges attended a COIC meeting and they have made plans to respond to one of the stimulus project lists for rural general public application. She said the proposal includes funds for the La Pine South County Building Transit Shelter and Pad with solar lighting for around \$10,000. It also includes funds for the Wickiup Park & Ride Lot Enhancement to pave the lot and solar lighting and that is around \$60,000. She said COIC is getting a grant for a special software program for Census 2010.

18. Adjourn

The meeting was adjourned at 7:29 pm by Mayor Woodruff.

Mayor Ginny Woodruff

Attest:

City Recorder Luana Damerval