

LA PINE CITY COUNCIL MEETING AGENDA

Wednesday, April 22, 2009

Work Session – 5:00 p.m.

Regular Session - 6:00 p.m.

51340 Highway 97, La Pine, Oregon 97739

South County Building Meeting Room

A. Work Session – 5:00 p.m.

1. Call to Order
2. Roll Call
3. Planning Commission – Applicant Interviews

City Council

4. Review Ordinance No.2009-02
An ordinance amending and restating Ordinance No. 2008-02, as amended by Ordinance No. 2008-04, which Ordinance created a planning commission, prescribed its powers and duties, and established the terms of its members' office.

City Attorney, Jeremy M. Green

5. City Insurance – Renewal

City Recorder, Luana K. Damerval

6. Discussion of Staff Hours, Personal Time Off, and Retirement Benefits

City Recorder, Luana K. Damerval

7. Adjourn Work Session

B. Regular Session – 6:00 p.m.

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 concerning 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. April 1, 2009 - Work Session
- ii April 8, 2009 - Work Session and Regular Meeting

6. Ordinance No. 2009-02

An ordinance amending and restating Ordinance No. 2008-02, as amended by Ordinance No. 2008-04, which Ordinance created a planning commission, prescribed its powers and duties, and established the terms of its members' office.

City Attorney, Jeremy M. Green

7. Planning Commission – Appointments

City Council

8. Discussion on Traffic Signal Stakeholders and Stimulus

City Council

9. Other Matters

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

10. Public Comments for Items not on the Agenda

11. Staff Comments

12. Council Comments

13. 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, April 22, 2009

Work Session - 5:00 p.m.

51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

A. Work Session – 5:00 p.m.

1. Call to Order

The meeting was called to order by Mayor Woodruff at 5:05 pm.

2. Roll Call

Present Were:

Mayor Ginny Woodruff

Councilor Kitty Shields

Councilor Doug Ward

Councilor Barbara Hedges (temporarily absent by prior arrangement)

Councilor Adele Moilanen

City Attorney Jeremy Green

City Recorder Luana Damerval

Admin Ass't Patricia Morgan

Quorum established.

00:01:00

3. Planning Commission – Applicant Interviews

Mayor stated that the following applicants were not able to attend the work session meeting: Judith Frey-Forsythe and Linda Maggard. The Council then interviewed applicant Renee Clark, who works for Cascade East Transit.

00:09:30

4. Review Ordinance No.2009-02

An ordinance amending and restating Ordinance No. 2008-02, as amended by Ordinance No. 2008-04, which Ordinance created a planning commission, prescribed its powers and duties, and established the terms of its members' office.

Council discussed the revisions prior to voting on the new Ordinance at the Regular Session.

00:12:25

5. City Insurance – Renewal

The Council had consensus that City Recorder Damerval obtain proposals for City insurance, which would include coverage assessment. This would not include a review of the employee medical insurance.

Councilor Barbara Hedges arrived at 5:26 pm.

00:22:55

6. Discussion of Staff Hours, Personal Time Off, and Retirement Benefits

City Recorder Damerval had prepared a Memo requesting to change the Administrative Assistant's status to full time. Mayor Woodruff stated that there would be no impact on the current Budget due to the resignation of the City Manager in December 2008. The Council had consensus to move forward to the Regular Session the issue of changing the Administrative Assistant to full time status.

00:33:50

City Recorder Damerval prepared a Memo requesting to consolidate all paid staff time off hours, vacation and sick leave, into PTO hours. The Council had consensus to direct City Attorney Green, City Recorder Damerval, Mayor Woodruff and Admin Assistant Morgan to assemble a benefits package specifically for the medical insurance, retirement, and also sick and vacation benefits and present to the Council at the next Work Session scheduled for May 13th.

00:53:30

7. Adjourn Work Session

Mayor Woodruff adjourned the meeting at 5:58 pm.

Mayor Ginny Woodruff

Attest:

City Recorder Luana Damerval

LA PINE CITY COUNCIL MEETING MINUTES

Wednesday, April 22, 2009

Regular Meeting - 6:00 p.m.

51340 Highway 97, La Pine, Oregon 97739
South County Building Meeting Room

B. Regular Session – 6:00 p.m.

1. Call to Order

The meeting was called to order at 6:08 pm by Mayor Woodruff.

2. Establish Quorum

Present Were:

Mayor Ginny Woodruff
Councilor Kitty Shields
Councilor Doug Ward
Councilor Barbara Hedges
Councilor Adele Moilanen
City Attorney Jeremy Green
City Recorder Luana Damerval
Admin Ass't Patricia Morgan

Quorum established.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Woodruff.

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. The following items were added to the Agenda.

- 9a) Discuss Staff Hours
- 9b) Discuss Sewer District Letter of Support.

00:03:00

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 concerning 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. April 1, 2009 - Work Session
- ii. April 8, 2009 - Work Session and Regular Meeting

A motion was made by Councilor Ward and seconded by Councilor Hedges to approve the Consent Agenda with correction as noted.

<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>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

Motion passed unanimously.

00:04:55

6. Ordinance No. 2009-02

An ordinance amending and restating Ordinance No. 2008-02, as amended by Ordinance No. 2008-04, which Ordinance created a planning commission, prescribed its powers and duties, and established the terms of its members' office.

The Ordinance was read by title only by City Recorder Luana Damerval.

A motion was made by Councilor Shields and seconded by Councilor Ward to approve Ordinance No 2009-02 as presented with an effective date of May 22, 2009.

<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>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

Motion passed unanimously.

00:07:10

7. Planning Commission – Appointments

A motion was made by Councilor Shields and seconded by Councilor Ward to appoint John Thomas, Gloria Fleming, Renee Clark, Linda Maggard and Virginia Classen to the Planning Commission with terms to be determined at a later date.

<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>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

Motion passed unanimously.

Training for the new Planning Commission members will be arranged in the near future.

8. Discussion on Traffic Signal Stakeholders and Stimulus

City Recorder Damerval stated that the City may qualify for stimulus monies for a project where the gas tax money could be applied. The Council gave consensus for Mayor Woodruff, City Recorder Damerval, City Attorney Green and Deborah McMahon and James Lewis from DMC Consulting to be their representatives at the first Stakeholders meeting in Bend on April 28th.

9. Other Matters

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

9a) Staff hours

Mayor Woodruff stated that changing the part time Administrative Assistant position to full time would not affect the personnel part of the Budget, due to the resignation of the City Manager in December 2008.

A motion was made by Councilor Shields and seconded by Councilor Ward to change the part time Administrative Assistant position to full time, effective immediately, with benefits to be determined later.

<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>	
<i>Councilor Adele Moilanen</i>	<i>X</i>	

Motion passed unanimously.

9b) La Pine Sewer District Letter of Support.

The Council gave consensus for staff to prepare a Letter of Support for the La Pine Sewer District to the BLM about making their land application a #1 priority.

10. Public Comments for Items not on the Agenda

Lee Smith, La Pine Industrial Group, discussed the stop light issue at Reed and Highway 97 and its impact on the Industrial Park. John Thomas, 53215 Holiday Drive, also spoke on the issue.

11. Staff Comments

There was consensus from the Council that the Mayor, City Attorney, City Recorder and Administrative Assistant Morgan meet in the very near future to prepare a benefits package regarding insurance, retirement, sick and vacation leave policies.

12. Council Comments

Councilor Shields gave a brief review of the Water District and Sewer District Meetings she had recently attended and also the water rights issue. Councilor Hedges stated that the La Pine Feed

Store is expanding and there will be increased traffic at the Reed Road & Hwy 97 intersection.

Mayor Woodruff gave an update of the EDCO meeting she attended. There was consensus from the Council for Councilor Moilanen to be the Council representative and leader for a Committee to develop a Disaster Plan for the City. There was also consensus from the Council for Councilor Moilanen to be the Council representative at the COCO meetings.

Mayor Woodruff reviewed the dates for the following meetings:

- April 28th – Traffic Signal Stakeholders
- May 5th – WJSC
- May 7th – COIC
- May 12th – COACT Rail – Water & Sewer Districts - LIGI

Councilor Ward reported on the LIGI meeting in April that he attended. He stated that everything was approved for the Housing Project for Seniors. He also said that St. Vicent De Paul is trying to obtain a one acre land donation from the County to build a large retail store.

13. Adjourn

The meeting was adjourned at 7: 49 pm by Mayor Woodruff.

Mayor Ginny Woodruff

Attest:

City Recorder Luana Damerval