

# LA PINE UTILITIES COMMITTEE MEETING AGENDA

Thursday, June 17, 2010 - 4:00 p.m.  
51340 Highway 97, La Pine, Oregon 97739  
South County Building Meeting Room

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Approval of Minutes  
May 20, 2010 - Utilities Committee Meeting Minutes
5. Added Agenda Items  
Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the Utilities Committee.
6. Update on Insurance and Legal Fee Costs (*Tentative*)  
  
Art Uecker, La Pine Insurance Center
7. Update on the Intergovernmental Agreement between the City and the Special Districts  
  
Adele McAfee, Councilor
8. Update on the Water and Sewer Districts and Biogreen
9. Timeline for Committee Duties  
  
Adele McAfee, Councilor
10. Report on Rural Community Assistance Corporation Conference in Pendleton  
  
Ted Scholer, Chair
11. Public Comments for Items Not on the Agenda
12. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
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 Utilities Committee 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 UTILITIES COMMITTEE MEETING MINUTES

Thursday, June 17, 2010 - 4:00 p.m.  
51340 Highway 97, La Pine, Oregon 97739  
South County Building Meeting Room

1. Call to Order

Chair Ted Scholer called the meeting to order at 4:02 pm.

2. Pledge of Allegiance

None

3. Introductions

The following persons introduced themselves:

Patti Morgan – Admin Ass’t City of La Pine  
Donna Zigler - Water & Sewer Districts  
Councilor Hedges – City of La Pine  
Ted Scholer – Chair, Utilities Committee  
Councilor McAfee arrived at 4:04 pm

Jake Salcone – Rural Communities Assistance Corp  
Vicky Jackson - Realtor  
Jayne Benner – Vice Chair, Utilities Committee  
Ken Mulenex – Committee Member  
Virginia Classen – Planning Commissioner

4. Approval of Minutes

May 20, 2010 - Utilities Committee Meeting Minutes

**A motion was made by Vice Chair Benner and seconded by Planning Commissioner Classen to Approve the May 20, 2010 Meeting Minutes.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Ted Scholer</i>	<i>X</i>	
<i>Vice Chair Jayne Benner</i>	<i>X</i>	
<i>Ken Mulenex</i>	<i>X</i>	
<i>Virginia Classen</i>	<i>X</i>	

**Motion passed unanimously.**

5. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the Utilities Committee.

Jake Salcone brought copies of ORS (Oregon Revised Statutes) 222.51 and 222.52 pertaining to annexation and extinguishment of the Districts.

6. Update on Insurance and Legal Fee Costs (*Tentative*)

Art Uecker, La Pine Insurance Center

Vice Chair Benner stated that she had received the information regarding the comparison of insurance costs from Art Uecker because there was no need for him to attend this meeting. She said that with information 8/25/10

from Donna Zigler, Mr. Uecker was able to put together numbers for employee benefits. Vice Chair Benner said once she has the new fiscal year approved budgets from the Districts and City she will put together a Performa budget based on that information.

00:06:00

7. Update on the Intergovernmental Agreement between the City and the Special Districts

Adele McAfee, Councilor

Councilor McAfee stated that City Attorney Green had said that the Agreement is currently in the District's hands. Donna Zigler said that she talked with the District's attorney today and the Agreement had just been forwarded on to City Attorney Green. She said that she believed the Agreement is for a 32 month time period.

8. Update on the Water and Sewer Districts and Biogreen

In response to a question from Chair Scholer, Donna Zigler stated that pending the District's legal review, the Board's have already made a motion to approve the Agreement with Biogreen.

9. Timeline for Committee Duties – This agenda item was discussed after Item #10.

Adele McAfee, Councilor

10. Report on Rural Community Assistance Corporation Conference in Pendleton

Ted Scholer, Chair

Jake Salcone, RCAC (Rural Communities Assistance Corp) stated this was a training workshop presented about water and wastewater infrastructure financing. He said various agencies spoke about the types of loans they had available for infrastructure. Chair Scholer discussed the one stop shop when all the funding agencies and the applicant have a telephone conference and discuss the various programs available. He also discussed the House Bill 3619 regarding City absorption of Special Districts. Jake Salcone stated that HB 3619 pertains to Cities that have not yet incorporated.

00:21:20

The committee had consensus for City Manager Allen to request, from City Attorney Green, the legal analysis on the absorption of the Districts for the next meeting. Jake Salcone stated that since the District's hold debt with rural development, the City would have to show that they could afford to take on that debt. He said that security for the debt is usually done with a general obligation bond or a revenue bond.

Vice Chair Benner said that she will work with Pam Swires of USDA (United States Dept of Agriculture) so that the Performa budget will be done in compliance with the USDA. Jake Salcone said that a general obligation bond would be assessed to everyone in the City and would have to go to vote. He said a revenue bond does not have to go to vote but it can be contested.

00:38:20

9. Timeline for Committee Duties – moved to come after Item #10

Adele McAfee, Councilor

Councilor McAfee stated that she went through the Resolution for the committee and broke down the duties based on that Resolution. Vice Chair Benner suggested doing research on revenue bonds based on the timeline. Chair Scholer suggested a committee be formed specifically for absorption of the Districts if the Council decided to pursue it after this committee had completed their duties. Vice Chair Benner suggested another Town Hall meeting be held after this committee submits their report to the Council. Planning Commissioner Classen suggested that residents affected by the absorption should be informed about the positive benefits of this occurring. Ken Mullenex stated that as the committee covers each duty they will get a better feel for both the positive and negative sides of the absorption.

11. Public Comments for Items Not on the Agenda

Vicky Jackson, 17346 Mink Court, asked if everyone in the City limits was on the District’s water and sewer lines. Ken Mullenex stated that Glenwood Acres and the Cagle Subdivision were not serviced by the Special Districts. Donna Zigler said the Districts are getting ready to annex those two areas in addition to some other areas. She said the process is that the Districts go to Deschutes County and request annexation of the areas.

12. Other Matters

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

None

13. Adjourn

Chair Scholer adjourned the meeting at 5:13 pm.

---

Chair Ted Scholar

Attest:

---

City Recorder Luana Damerval