



City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

MEETING BRIEF

Full Annotated Recordings Available at:
<http://cityofprineville.com/meetings/>

City Council Meeting June 10th, 2008

Council Members Present:

Gordon Gillespie
Steve Ilk
Mike Wendel

Jack Seley
Betty Roppe
Dean Noyes

Council Members Absent:

Steve Uffelman

Additions and Changes to the Agenda

Councilor Seley requested that a discussion of the Fee Schedule be added to Council Business.

Consent Agenda

Councilor Roppe noted a correction to the minutes of the May 27th, 2008. Councilor Ilk and Seley noted misspelling in their last names in the minutes of May 27th, 2008. The Council briefly discussed the method of taking minutes and deferred the discussion to council business. The consent agenda was approved recommending OLCC grant a liquor license to Mazatlan Restaurant and correcting the minutes of May 27th, 2008.

Visitors Appearances and Requests

- A. Jason Carr, Prineville Economic Development** – Mr. Carr gave the council a brief update on EDCO activity in Prineville. He introduced the Economic Profile fact sheet and provided copies to the Council. Fontana Wood Products is now fully operational in Prineville recognizing their \$900,000 infrastructure commitment to the community. Mr. Carr also briefly discussed a startup company he is working with, which is considering locating in Prineville and potentially providing 600 jobs within 5 years.
- B. Scott Smith, Public Works** – Scott introduced the ODOT bridge team who will be responsible for overseeing the constructing the Knowledge Street bridge. The bridge team addressed concerns regarding traffic flow and school crossings. *The intersection of NE 3rd and Knowledge will close the week of June 23rd and remain closed through October.* Staging will allow 2-way traffic flow east to west on NE 3rd.

- C. **Don Wood, 327 NE Elm St** -- Mr. Wood spoke regarding Ordinance 1153 (Water Ordinance). He recommended that language incorporating DHS water quality standards be added.
- D. **Jim MacDonald, 1145 N Main St.** -- Spoke regarding the termination of former City Manager Robb Corbett.
- E. **Kristi Steeber, Crook County Foundation** -- informed the council that she will be in the audience if there are any questions regarding the CCF funding request.
- F. **Elva Madden, 1422 NW Murphy Court** -- invited the City Council to a ribbon cutting ceremony for the Habitat for Humanity on *Saturday, June 28th, 2008 at 2:00 pm at 255 SE 4th St.*

Council Business

- A) **Crook County Foundation Request for Financial Support:** The Council discussed the feasibility of committing to sustained funding, noting that future budget committee's and council's could choose not to continue funding. Kristi Steeber discussed their funding request and answered questions regarding directed giving. Mayor Wendel discussed the Council's self imposed limit of giving contributions in excess of \$2,000. Motion was made to contribute \$5,000 to the Crook County Foundation in FY 08 – FY 09.
- B) **Airport Grant Approval:** Frank Porfily briefed the Council on the FAA grant in the amount of 226,240.00 which will extend the runway at the airport. No City funds are needed for this project, just approval of the grant. The Council moved to approve the grant request.
- C) Mayor Wendel briefly discussed the City Manager Hiring process. Councilor Roppe discussed concerns that we are already receiving applications. It was determined that nothing has officially been solicited or posted and these inquiries are coming in on their own. The Council decided to hold a work session and explore the option of using the League of Oregon Cities for the process.
- D) **Fee Schedule Discussion:** The Council discussed the fee schedule and the procedure for establishing fees and whether the fee resolution needs to be passed prior to adopting of the budget. City Attorney Dutli clarified the process and indicated that they could occur at the same meeting, but the fees are generally passed by resolution. The Council recommended to staff that the fee schedule incorporate the 50% Community Development Cost Recovery Strategy. It was decided that the Public Safety Surcharge should be prepared as an ordinance and be addressed after the budget has been adopted. The budget, as approved by the budget committee, includes the Public Safety surcharge, however, the council can change the budget within 10% of the fund appropriation.
- E) The Council discussed changing the procedure for keeping minutes to meeting briefs and digital recordings. A written document will be prepared that summarizes the discussion and the digital recording will be made available on the website. These two

items are sufficient to comply with statute regarding public meetings. An ordinance amending code section 30.08 will be brought to the next council meeting which will amend City Code to clarify the “reading” of the minutes.

Staff Reports

- A) Bonding City Employee's – Ricky Sites provided a staff report detailing the procedure for bonding City employees. JBL&K Risk Services provides bonding for all City employees. Notaries carry their own errors and omissions policy.

Workshop – Railroad & Freight Depot Update

Dan Lovelady and Dale Keller briefed the Council on the status of the Freight Depot and Railroad and the Connect Oregon I & II grants. The freight depot was designed to provide customers to the railroad and allow for businesses located in and around Prineville access to the advantages of rail freight services which otherwise would not have been possible. The Freight Depot has successfully secured Connect Oregon I funds to begin the build out of the facility and is in the final stage of approval for Connect Oregon II funds. Cost cutting measures have been implemented in the Railroad and Freight depot operations including a reduced staffing and cross training of employees. The outlook for both entities is still positive despite the downturn in building material supply shipping and Burns LP mill closure.

Committee Report: Prineville Disposal Franchise

The Public Works Committee met to discuss contract language in the Prineville Disposal Franchise as it relates to commercial haulers of industrial and residential construction debris. City Attorney Dulti has received communication from Prineville Disposal with clarified language the franchise operators would like to see in the agreement. Staff will prepare an amendment to the ordinance to return to Council at a later meeting. *UPDATE: On June 11th, 2008, City Attorney Dulti received correspondence from Prineville Disposal that they do not wish to peruse an amendment to the franchise at this time.*

Ordinances

- A. Ordinance 1153 – Water Ordinance: The Council considered input regarding adding reference to DHS standards for water quality. Ordinance 1153 passed for its 2nd reading with the amendment to add reference to DHS water quality standards.

Visitors, Appearances & Requests:

- A. Jeff Jernstead, Sun Forest Construction spoke regarding planning fees.
B. Anne Porter, 1109 NE Hudspeth spoke regarding the termination of former City Manager Robb Corbett
C. Mary Pine, 1070 NW 10th Street spoke regarding public records requests and city policy.
D. Jason Carr, EDCO, spoke regarding community development fees.

The Council convened in Executive Session under ORS 192.660(2)(e) Real Property and ORS 192.660 (2)(h) Legal, and then returned to open session at 8:55 pm.

Council Business

- A. Councilor Roppe moved that the Railway enter into a voluntary letter of agreement with DEQ.

Meeting was adjourned at 9:51 PM

Motions and Outcomes:

Motion:	Outcome	Uffelman	Gillespie	Ilk	Wendel	Seley	Roppe	Noyes
Consent Agenda	PASSED	--	Y	Y	Y	Y	Y	Y
Contribution to the Crook County Foundation in the amount of \$5,000.00 in FY 08/09	PASSED	--	Y	Y	N	N	Y	Y
Approval of the Airport Grant in the amount of \$226,240	PASSED	--	Y	Y	Y	Y	Y	Y
Ordinance 1153 – Amended to add language referencing DHS water quality standards.	PASSED	--	Y	Y	Y	Y	Y	Y
Railway Voluntary letter of agreement with DEQ	PASSED	--	Y	Y	Y	Y	Y	Y

Public Records Disclosure

Under the Oregon public records law, all documents referred to in this session are available at the City’s website. www.cityofprineville.com. An electronic copy of the meeting packet, is available for download at www.cityofprineville.com/packets. A full annotated voice recording of this meeting is available at www.cityofprineville.com/meetings