

Minutes of the Veneta City Council

April 11, 2016

Present: Sandra Larson, Tim Brooker, Thomas Cotter, Victoria Hedenstrom and Thomas Laing

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kay Bork, Community Development Director; Kyle Schauer, Public Works Director; Darci Henneman, City Recorder; Anthony Clemons; Alex Lanham, Laurette Garner, Lane Arts Council; and Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 6:29 p.m.

2. PUBLIC COMMENT

Anthony Clemons, Veneta, OR

Mr. Clemons said he is concerned about the curve in Pine St. between Hunter Rd. and E Bolton Rd. He said there are no yellow stripes along that curve and drivers can't tell where the center of the roadway is. He said it's just a matter of time before there's a car accident there.

Joan Mariner, Veneta, OR

Ms. Mariner commented on the Sanipac annual report that was presented to the Council at the March 28, 2016 meeting. She said she's concerned about low hanging utility lines that can cause problems for the large Sanipac trucks. Eco Systems's trucks are smaller and they hire local people. She said its not complicated but it requires a lot of tradeoffs. She said if we want a community rich in diversity, we need to foster local businesses. Bigger companies can produce slick products but small, local businesses pay local wages and are committed to their communities. She said we need people doing business that care about Veneta, she feels it's an oncoming concern.

In response to a question from Mayor Larson, Hartz said the high number of building inspections is a good thing – meaning there is a lot of construction happening in Veneta.

3. CONSENT AGENDA

MOTION: Thomas Cotter made a motion to approve the consent agenda as presented. Thomas Laing seconded motion.

VOTE: Thomas Laing, aye; Thomas Cotter, aye; Sandra Larson, aye; Victoria Hedenstrom, aye; Tim Brooker, aye.

The consent agenda as approved included Accounts Payable - To be Paid – Payable through April 5, 2016, Temporary OLCC Liquor License for St. Thomas Becket Academy, and Banner Permit from N.E.W. PTA/Elmira Elementary for Talent Show & Auction.

4. COUNCIL BUSINESS AND REPORTS

a. Business

(1) Appointment to the Veneta Park Board (Position 4)

This agenda item was postponed until later in the meeting.

(2) Appointment to the Veneta Budget Committee

With no objections, Mayor Larson appointed Carolyn Heckler to the Veneta Budget Committee.

(3) Request from Lane Arts Council to Reduce the Community Center Rental Fee

MOTION: Thomas Cotter made a motion to reduce the Community Center rental fee by \$380 for the Lane Arts Council All About Art Summer Camp program. Tim Brooker seconded the motion which passed with a vote of 5-0.

Mr. Alex Lanham from Lane Arts Council and Laurette Garner arrived after the Council approved the waiver.

Mr. Lanham provided a brief background of the program. He said originally the City started the art program in 1996 and in 1998 Lane Arts Council received a grant from the Ford Family Foundation to continue with the program and when the grant went away, another group was formed to continue the program. He said last year's program included a bat study which resulted in kids making ceramic tiles and bat mobiles, and they studied insects and focused on local wildlife. He said they constructed an 8 ft. bat house which is now located at the Oregon Country Fair (OCF). He said in the second session kids made clay stamps to stamp T shirts, canvas tote bags and a large canvas. They studied tad poles, salamanders, toads, a ferret, cats and turkeys and made art projects with beads, buttons and pipe cleaners. He said 43 kids stayed for the entire program and Lane Arts Council was able to provide 10 scholarships and 10 kids attended unfunded. He said many of the kids came from the Triangle Lake area. He said it was a full program and he thinks there will be twice as many kids next year.

In response to a question from Mayor Larson, Mr. Lanham said this year's theme will be music and animals. He said Amy Humphrey, a retired music teacher from the area, will talk about the music and then move into the art portion of the class. He said there will be a three week program this year.

Mayor Larson and the Council thanked Mr. Lanham and said they appreciate the program and would like to do more.

Laurette Garner, Lane Arts Council, Art Education Program Assistant, said she likes having a program in Veneta and said Lane Arts Council is requesting \$1000 to subsidize this year's scholarships.

Ingham said this item will be placed on the April 25th agenda.

In response to a question from Thomas Laing, Ms. Garner said there will be three-one week sessions and each session will be \$25 per week. She said they received a \$2500 from OCF and they are asking the City for \$1000 to cover the cost of the instructors.

(4) Donation Request from Mid Lane Cares for Benefit by the Glass Fundraising Event

MOTION: Thomas Cotter made a motion to donate a family 10 visit swim pass to Mid Lane Cares at a not to exceed amount of \$100. Tim Brooker seconded the motion which passed with a vote of 5-0.

b. Council/Committee Liaison Reports

Tim Brooker said due to some medical issues, he has stepped down as the liaison to Lane ACT. He said Ingham is the official alternate and hopefully it's a temporary situation for the next couple of months.

Victoria Hedenstrom said at the April 6th Park Board meeting, members discussed the non-performance of duty of one Park Board member and the Parks and Recreation Master Plan. She said they will survey the conditions, equipment, and ambiance of each park and then review the survey results at the May meeting. She said Earth Day is at Veneta Elementary this Friday April 15th from 11:00 a.m. to 2:00 p.m. with set up at 10:30 a.m. She said there will be 16 booths and the bird feeder kits will be handed out but without pine cones. There was some talk that the pine cones should be included but they decided to wait and see how that turns out. She said Robert volunteered to be the bird feeder instructor again. She said 337 kids attended the Easter Egg Hunt and there will be an event recap at the May meeting.

Mayor Larson said the Mr. Falcon contest was very successful, entertaining and raised \$17,000. She said Levi Hanson is the ultimate Falcon and his agent was Josie Hedenstrom. Mayor

Larson said James Monegan did a remarkable job on the filming. She said the Oregon Battle of the Books state finals were held last Saturday and Fern Ridge Middle School took the championship. She said it was an amazing contest.

J. STAFF REPORTS

a. Community Development Director.....Kay Bork

(1) Transportation Utility Fee Ordinance No. 527 – First Reading

i. Agenda Item Summary

Bork said the City Council held a work session on September 28, 2015 to set policy direction on specific elements of the TUF and in March 2016 the Council gave direction on the actual fee. The Ordinance being presented reflects the policy recommendations by City Council. She said the fees are not included in the ordinance but will be brought forward in a resolution at a later date. She outlined the policy elements.

Anthony Clemons said he was unaware he could comment because the topic was on the agenda.

In response to a question from Mr. Clemons, Bork said the rate will be set in a Resolution that will come before the Council for approval at a later date.

Ingham said the Council talked about the rate at the March 28th meeting and approved a \$3 per month residential rate and \$6 commercial rate with no proposed step increases. The Council will reevaluate the rate after each year and there is no sunset clause.

ii. **Ordinance No. 527 - AN ORDINANCE ADOPTING A TRANSPORTATION UTILITY FEE FOR THE CITY OF VENETA.** For first reading by title only.

MOTION: Thomas Cotter made a motion to adopt Ordinance No. 527, an Ordinance Adopting a Transportation Utility Fee for the City of Veneta, for first reading by title only. Thomas Laing seconded motion which passed with a vote of 5-0.

Ordinance No. 527 was read into the record for first reading by title only.

Ingham said we'll wait for a full month for the second reading.

b. Public Works Director.....Kyle Schauer

(1) Engineer's Local Improvement District Report for 8th St. Sewer Improvements

Schauer said the Council discussed the 8th St. sewer improvements at the March 13th work session when he told the Council he felt it needed more work. He spoke with a couple of residents and rewrote the material which he is providing tonight. He said 12 properties in the 8th St. and McCutcheon Ave. area were initially identified as not having sewer connections. It was found that tax lots 5500 and 5600 have access to existing sewer facilities on 7th St. and tax lots 7800 and 7501 have access from Dunham Ave. and Hunter Ave. Additionally, the owner of tax lot 100 has been working with the owner of tax lot 7501 towards providing a private easement for tax lot 100 to connect to existing sewer facilities on Hunter Ave. He said all five of those properties have been removed from the sewer project so the proposed project provides service to the remaining seven properties. Staff is asking the Council to authorize the engineer to prepare a LID report so we can determine what the total cost will be, how the effected property owners would be assessed and for how much. Schauer said authorizing the City Engineer to prepare the LID report does not trigger the LID.

In response to a question from Mayor Larson, Schauer said tax lots 7501 and 100 can only be served through tax lot 7501 so they'll connect to Hunter Ave. on their own and would not be included in the LID.

In response to a question from Thomas Cotter, Schauer said a pump station will not be required.

In response to a question from Tim Brooker, Ingham said the two large lots will see a substantial cost. He said there may be a couple of things we can do but we wouldn't subsidize the actual sewer connection work. He said because the condition of 8th St. is very bad it is included in the pavement preservation plan for complete replacement. He said if we patched it, it would only be temporary.

In response to a question from Thomas Cotter, Ingham said this area is not included in the Urban Renewal Area.

MOTION: Thomas Cotter made a motion to direct the City Engineer to prepare a report for the 8th St. Sewer Improvement LID in accordance with Veneta Municipal Code 3.10.020. Victoria Hedenstrom seconded motion which passed with a vote of 5-0.

c. City Administrator.....Ric Ingham

(1) Removal of Park Board Member for Non-Performance of Duty

Ingham said this is a request to remove a Park Board member from the Veneta Park Board. He said this member was initially appointed to the Park Board in September 2015. While she was very enthusiastic, she only attended the October and November 2015 meetings and has not attended a meeting since. Ingham said he and Park Board Chair Craig Soderberg have attempted to contact her several times by email and phone but have not received a response. He said the Park Board Bylaws include a non-performance of duty clause that allows the Board, through the Council, to remove a member for non-performance of duty. He said an unsolicited application for the Park Board was received last month and in order to keep the board as full as possible, staff would like to appoint this person to this Park Board position.

MOTION: Thomas Cotter made a motion to remove Desiree Rhodes as a member of the Veneta Park Board under the Non-Performance of Duty clause. Victoria Hedenstrom seconded motion which passed with a vote of 5-0.

With no objections, Mayor Larson appointed Marie Pickett to position 4 on the Veneta Park Board.

(2) Filling Council Vacancy

Ingham said at the last meeting, Councilor Hedenstrom announced that she would likely be leaving the area and wanted to let staff know that her position would become vacant in the next couple of months. He said in order to have a full Council and Budget Committee, we went ahead and advertised that vacancy which came out in last week's paper and will run again on April 20th. He said the deadline to apply is April 22nd. He said we will likely know by the 25th Council meeting if there is any interest to fill Ms. Hedenstrom's position.

(3) Questions from Councilors

None

6. OTHER

Ingham said Planning Commissioner Calvin Kenney, has sold his house more quickly than he anticipated. He said Mr. Kenney is planning on constructing a new home in Veneta but while that's being done, he will be moving to Springfield and will lose his residency for a three to four month period of time which means he will have to step down from the Planning Commission and Budget Committee. His wife is also a member of the Veneta Park Board. However, the residency requirements are not as stringent so we are hoping she will remain on the Park Board. He said staff has not talked to the Planning Commission Chair on whether we should immediately try to fill the position or wait to see if Mr. Kenney reapplies for his position.

Ingham said he received a call from Dr. Storm, Fern Ridge School District Superintendent, regarding construction of the plaza project at Veneta Elementary. He said as the Council may recall, the Tree Lighting event has outgrown the plaza at the West Lane Shopping Center and the School District is working with their engineer and architect to complete the bus turn around and improvements on the north side of the building. He said the design and engineering for the plaza which would include the tree site and hardscape for choirs is \$8200. He said from the beginning, the City's commitment was to fund 50% of the project costs with the School District covering 50% as well. He said the Council has provided a verbal approval but he wanted to confirm that. He said a construction estimate for the tree stand, placement and hardscape was a little over \$22,000 – again with the City and School District each covering 50% of the cost. He was remiss when he talked about Veneta Elementary being included in the Urban Renewal Area – which it is not but staff agrees this would be an appropriate park related project so we would take it from the Parks and Recreation Fund. He said other contingencies would cover the \$4100 (half of the \$8200 engineering and design costs) in this fiscal year and the construction would take place in the next fiscal year and we would budget for the additional expenses. He said Dr. Storm has already signed the agreement.

In response to a question from Mayor Larson, Ingham said we would pay the \$4100 this fiscal year and next year we would pay 50% of the \$22,000 in construction costs.

In response to a question from Tim Brooker, Hartz said the Council would pass a resolution to move that contingency appropriation up to materials and services in the Park Fund.

In response to a question from Thomas Cotter, Ingham said we've used the Veneta Elementary site for the past several years to hold the Easter Egg Hunt and for several years the holiday bizarre has been held in the school gymnasium. He said we've been very secular.

Thomas Cotter said he's concerned that down the road, the School District may say that we can't use the plaza because it's used for a Christmas celebration.

Ingham said the City cannot obligate the current School Board to certain actions much like the current City Council cannot obligate a future Council to specific actions.

Dr. Storm said the School Board is fully committed to the plaza and she can't see that going away.

Mayor Larson said Veneta Elementary School is located in the heart of the community.

After a brief discussion, it was the consensus of the Council to direct staff to bring this back as a full agenda item.

In response to a question from Victoria Hedenstrom, Ingham said the project should be completed this summer.

Hartz reminded the Council that the ordinances amending Veneta Municipal Code regarding utility billing will be on the next agenda so it will be a large packet.

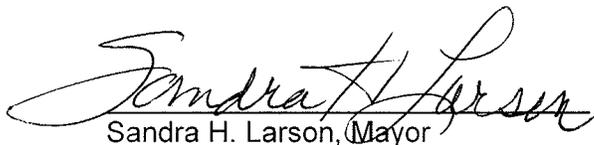
In response to a question from Victoria Hedenstrom, Schauer said he and the Veneta Post Master have talked about the yellow no parking strips and fire hydrants which provide for very little parking on her street. He said it's quite a process to either move the mailboxes to the opposite side of the street or the yellow no parking strips to the other side of the street. He said either scenario would require agreement from all the residents. He said the Post Office sets the routes and we really don't have a say about it. He said the Post Master agreed it would be easier to relocate the mail boxes and replace individual boxes with the multiple box stands.

In response to a question from Thomas Laing, Schauer said about a dozen residents on that street have complained. He said the entire Perkins Country Estate subdivision is set up that way and the residents on that street are really the only people that have complained about this situation.

Ingham said the Fern Ridge Neighborhood Watch open house and pot luck is tomorrow at 7:00 p.m. in the upstairs meeting room at Lane Fire Authority. He said the Distinguished Service Award (DSA) ceremony will be April 21st at Applegate Elementary in Crow. He said he and Mayor Larson felt it was appropriate to thank that organization by acknowledging it as the City's DSA nominee for resurrecting the Neighborhood Watch Program throughout Veneta.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 7:40 p.m.



Sandra H. Larson, Mayor

ATTEST:



Darci Henneman, City Recorder
(Minutes prepared by DHenneman)