

Minutes of the Veneta City Council

October 24, 2016

Present: Sandra Larson, Thomas Cotter, Tim Brooker, Thomas Laing, Laura Ruff

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Kay Bork Community Development Director; Kyle Schauer, Public Works Director; Steve Dobrinich; Community Development Specialist; Darci Henneman, City Recorder; Joan Mariner, Fern Ridge Review

1. CALL TO ORDER THE VENETA CITY COUNCIL

Mayor Larson called the Veneta City Council to order at 6:38 p.m.

2. PUBLIC COMMENT

None

3. CONSENT AGENDA

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

VOTE: Thomas Laing, aye; Thomas Cotter, aye; Sandra Larson, aye; Laura Ruff, aye; Tim Brooker, aye.

The consent agenda as approved included Minutes for September 26, 2016 Joint Work Session, Minutes for September 26, 2016, Minutes for October 10, 2016, Accounts Payable To be Paid – Payable through October 18, 2016, Civic Calendar for November 2016, Annual Light Parade and Banner Permits.

COUNCIL BUSINESS AND REPORTS

a. Business

(1) Lane County Sheriff's Office Activity Report

Sgt. Denham asked the Council if they had any questions.

Ingham said a few years back Sgt. Denham was one of Veneta's contract deputies for four or five years. He said Sgt. Denham has built a good relationship with the community and was the first deputy to make an appearance at the skate park.

In response to a question from Laura Ruff, Sgt. Denham said activity in Veneta has shifted. He said the amount of calls and case numbers were the same, meaning deputies are making self-generated contacts. He said as cases and calls for property crimes go down, vehicle offenses and crimes against the state increase. He said we may see the same amount of calls but many are self-generated.

In response to a question from Mayor Larson, Sgt. Denham said he's received a lot of calls about kids in the Library parking lot using a bong to smoke marijuana but deputies have been patrolling the area and no bongs or kids smoking marijuana were located. He said there's a natural flow from the Skate Park along Territorial Rd. to the Library.

In response to a question from Thomas Laing, Sgt. Denham said the Veneta contract deputies have been asked to track active patrols at the skate park, meaning they don't track the drive-bys but they do track when they get out and walk through the park and talk to people. He said those stops are actually logged as calls.

Sgt. Denham said Deputy Rich Glessner was selected to replace Deputy Blake Dornbusch, who left the Veneta patrol and went to dune patrol in Florence. He said Deputy Glessner wanted to

work on community policing. Sgt. Denham said he's doing a lot of good stuff and he brings a little more experience to Veneta. He said Deputy Jesse is training a night deputy for about three weeks and then he will move to the main office. He said he's trying to provide coverage when deputies are in training or off the clock. He said they are also working with the community neighborhood watch program to hopefully expand that program. He said the Council will get a report soon from the Veneta Neighborhood Watch group.

b. Council/Committee Liaison Reports

Thomas Laing said Mid Lane met on September 20th and they received a \$5000 grant from FEMA for emergency assistance planning. He said Mid Lane usually receives \$10,000 from United Way but to date they've received nothing. He said Mid Lane has raised about \$8500 for the kiddie pool and he provided a flyer to purchase a tile. He said a new fundraising event, March-Toberfest, will be on March 11, 2017 from 2:00 p.m. to 6:00 p.m. at the Service Center. He said Project Community Connect will be November 12th with the dental van from 11:00 p.m. to 2:00 p.m. at the Olivet Baptist Church and November 6th will be the thank you dinner at Deep Woods Event Center. He said they also plan to build a wooden fence around the community garden beds and will plant eight ft. tall arborvitae to cover a new type of fencing.

Ingham asked Thomas Laing to encourage the Mid Lane Board to please talk to City staff before they purchase any fencing materials for the community garden. He said we've asked them to submit a plan for fencing the garden.

Thomas Cotter said the new Chamber of Commerce sign is up, their computer is fixed, and the Light Parade applications have been submitted. He said as a member of the Economic Development Committee (EDC) the Work Force Development subcommittee had a good discussion but there's still a lot more work to be done. He said many local employers are somewhat frustrated with our current work force and they talked about how to make jobs more attractive. He said many local business owners felt high school aged kids don't seem to be prepared to work after high school to take over the job market due to a perceived lack of work experience. He said the subcommittee will meet again in November and are looking at getting more feedback from the other groups.

Mayor Larson said if there is an issue with career readiness, the school district should be involved.

Thomas Cotter suggested before we talk to the School District, we should wait until we have something concrete to act on and quantify what it is local employers want to see.

Thomas Cotter said he and Ingham met with Kristina Payne, Executive Director at Work Force Lane County (WFLC) and Krystina Keeney from Worksource Lane. He said they were very knowledgeable about programs that are available for Veneta residents and how WFLC applies their programs to help educate would-be workers through the Work Force program.

Ingham said the discussions around Work Force Development identified that local employers are saying that 19 to 20 year olds don't have any experience or work ethic. He said there was a lot of discussion about today's teens don't really get that true work experience before graduating from high school. He said teens today are busy with sports, clubs, and getting into college. He said it's not so much that they're not ready to work but they just haven't been exposed to work at a younger age like older generations were.

Tim Brooker said the Council has been informed that he will be submitting his letter of resignation from the City Council. He is planning to stay on through the first meeting in November. He said he and his wife are sorry to have to leave Veneta after contributing so many years of community service but it's necessary for them to move to Eugene. He said hopefully the Council can find a qualified replacement.

Mayor Larson said she is very sorry to see them leave but she's very glad that the Brookers are able to do what they're doing.

Laura Ruff said the October 15th Fall Arbor Day event was cancelled due to bad weather but it has been rescheduled for this Saturday, October 29th at the same location. She hopes to see everyone there.

Mayor Larson said she is a SMART (Start Making A Reader Today) volunteer at Veneta Elementary. She said she was reading to students during the Great Shake Up drill that took place last week. She said the kids were very prepared and it was a good exercise. Mayor Larson said the School District Bond is on track and Gary Carpenter seems to be doing an excellent job as interim superintendent and principal at the high school. She said the District has started a wellness program for staff and the average class size at Elmira Elementary is 25 students and Veneta Elementary averages 24 students per class. She said enrollment is up 19 students from the projected budget figures but down 8 students from this time last year.

5. STAFF REPORTS

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

- (1) **Ordinance No. 540** – AN ORDINANCE AMENDING THE VENETA COMPREHENSIVE PLAN DIAGRAM AND VENETA ZONING MAP FROM RURAL R-RURAL RESIDENTIAL AND L-LOW DENSITY RESIDENTIAL TO M-MEDIUM DENSITY RESIDENTIAL PLAN DESIGNATION AND FROM RURAL RESIDENTIAL(RR) AND SINGLE FAMILY RESIDENTIAL (SFR) TO GENERAL RESIDENTIAL (GR) ZONE DESIGNATION for Second Reading by Title Only and Final Enactment.

Bork said tonight Ordinance No. 540 is before the Council for second reading and final enactment. She said unfortunately, the copy of Ordinance No. 540 that was included in tonight's packet was the old version that did not include legal counsel's recommended changes. Staff provided the Council with the correct version. Bork read the following two sections aloud that legal counsel added to the Ordinance on October 10th, prior to the first reading.

Section 2 The Veneta Comprehensive Plan Diagram is hereby amended as follows: Assessor's Map 17-05-31-00, Tax Lots 00400, 00501 are re-designated from Rural Residential to Medium Residential and Tax Lot 00602 is re-designated from Rural Residential and Low Density Residential to Medium Residential.

Section 3 The Veneta Zoning Map is hereby amended as follows: Assessor's Map 17-05-31-00, Tax Lots 00400, 00501 are re-zoned from Rural Residential to General Residential and Tax Lot 00602 is re-zoned from Rural Residential and Single Family Residential to General Residential."

MOTION: Thomas Cotter made a motion to adopt Ordinance No. 540, an Ordinance amending the Veneta Comprehensive Plan Diagram and Veneta Zoning Map from Rural Residential and L-Low Density Residential to M-Medium Density Residential Plan Designation and from Rural Residential (RR) and Single Family Residential (SFR) to General Residential (GR) Zone Designation for second Reading by Title Only and final enactment. Tim Brooker seconded the motion which passed with a vote of 5-0.

Ordinance No. 540 was read into the record for second reading by title only and final enactment.

- (2) **Transportation System Plan Update**
Bork said the Oregon Dept. of Transportation (ODOT) has agreed to fund an update to the City's Transportation System Plan (TSP). She said ODOT contracted with DKS Consultants to provide assistance with the update. She said DKS has worked on the Fern Ridge Highway Corridor Plan and Lane County's TSP project. She said staff is also advertising for volunteers to serve on a

Citizen Advisory Committee (CAC). Staff asked the Council to consider appointing one or two Councilors to serve on the Committee and will also request the Planning Commission appoint two members. She said staff is hoping to recruit at least three to five citizens for a seven to nine member CAC. She said CAC members will not be appointed until December.

Thomas Cotter suggested waiting until after the election to see what happens and hopefully by then Tim Brooker's Council position will be filled.

In response to a question from Thomas Cotter, Bork said staff thought a seven to nine member committee would be a good fit. She said with one to two Councilors and Planning Commissioners that would leave five or so citizen positions.

Ingham said transportation means a lot of things; freight, passenger, commercial, pedestrian and bicycle and hopefully we can get community members with some of those transportation views to serve on the committee.

In response to a question from Mayor Larson, Bork said she's working on possibly recruiting one or more Park Board members and she plans to outreach to the school district.

Mayor Larson said it would be nice to see a student representative on the committee.

Ingham said we'll get the information to Veneta Elementary and maybe a teacher or staff person would be interested in serving on the committee.

Bork said it would also be nice to have a senior perspective; someone from the Service Center and/or with an Americans with Disabilities Act (ADA) perspective. She said she will be outreaching to those groups as well.

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

(1) Award of Contract for the City of Veneta 3rd St. Water Line Project

Schauer said originally this was the water part of the 2nd and 3rd St. project that went out for bid last summer but only one very high bid was received. Based on direction from the Council, he split that project into the water part and the street part. Schauer said on October 6th the bidding closed for the water portion of the project to install a water line from Broadway Ave. to Hunter Rd. He said this water project was also included in the Water Master Plan to provide for better circulation. Schauer said we received seven bids on this project, ranging from \$167,403 to a low bid of \$117,528 from Durbin Excavating. He said Branch Engineering reviewed the bids and determined that Durbin's bid was the most responsive and they recommended we award the contract to Durbin. He said we contracted with Durbin to excavate the Service Center site and they also worked on the recent remodel at Veneta Elementary. Schauer would also like to include a 10% contingency in the contract for a total amount not to exceed \$130,000.

MOTION: Thomas Cotter made a motion to authorize City staff to enter into contract with Durbin Excavating, Inc. to construct the 3rd St. Water Line Project for an amount not to exceed \$130,000. Thomas Laing seconded motion which passed with a vote of 5-0.

In response to a question from Mayor Larson, Schauer said this project is considered a capital improvement because it is bringing current service to today's standards by improving flow. He said the service lines in this area are very long and round-about and the last Master Plan included increasing the flow capacity in the center of town. He said this area is considered underflow as far as fire flow standards go. He said this project will also increase the reliability of the water flow and make the water lines shorter.

(2) Update on Wastewater Treatment Plant

Schauer said he has nothing new to report since the last Council meeting. He said a lot of flow came in from the storms as well as a small concentration of contaminant. He said he's not sure how much contaminant came in nor how it's affecting us but the ponds are currently stable. He said there's still room for improvement and he will continue to work on keeping the system stable. He said for the last couple of weeks, he hasn't seen anything like previous contaminant levels.

In response to a question from Mayor Larson, Schauer said while he was protecting the good pond and public works cleaned the bad pond, the water was ran back through the plant and, so far, both ponds are handling it fine. He said he is seeing traces of something but it could be from bypassing the water. He said it may be there for a while until we decrease the level of the surge pond but for now, nothing is really hindering us.

Schauer said we had enough dilution with almost 8 inches of rain, we had to run water from the surge pond because it was at a high level.

Ingham said we were invited to submit an application to Infrastructure Authority (IFA) for a \$20,000 reimbursement grant for additional testing. He said Mayor Larson signed the application and it's being routed through the process. He said its difficult to do any testing with the water levels so high.

In response to a question from Laura Ruff, Ingham said the dilution would eliminate the ability to test for specific contaminates.

In response to a question from Mayor Larson, Ingham said the \$20,000 grant from IFA is a reimbursement grant – meaning, if we need to incur any testing costs we would use City money and then be reimbursed with grant funds.

In response to a question from Tim Brooker, Schauer said as the flows diminish, if we start seeing the contaminant again, we will use those grants to the fullest extent to track it down and trace the contaminant to hopefully find out what it is. He said as far as long term, the technology isn't out there to identify the contaminant if it stops coming in. He said the last time he thought he saw it coming back, they turned up the air to the pond and that seemed to work.

In response to a question from Mayor Larson, Schauer said he's not sure what long term effect, if any, turning up the air has on the ponds. He said he saw a few issues, which may be due to the air but he can't be certain of that.

In response to questions from Ingham, Schauer said we can adjust the blowers a little bit to change the air flow from one pond to the next. He said the good pond is low on air and it seems to be doing fine, so he doesn't want to fiddle with it. Schauer said the new piping system was installed last year and if we were operating under the old system, this likely would have been a bigger issue; any extra air would not have been possible.

Mayor Larson said many people may not realize how important it is to know how the system can be effected.

Ingham said staff spoke with Sanipac and they are willing to do a hazardous material collection day in Veneta. He said we have a couple of months to figure that out.

c. City Administrator.....Ric Ingham

- (1) Questions from Councilors
None

(2) Update on Wastewater Treatment Plant

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6. OTHER

Ingham said the Council has been informed that staff has been working on a broadband demand survey to gauge the level of interest residents have in additional internet providers and what residents would be willing to pay for that service. He said recently staff met with a broadband company that is looking at a unique wireless project and they felt this information would be helpful to develop their business model. He said we'll make this available to anyone that is considering expanding their broadband services. He said we've talked in the past about LCOG's offers to all members a free survey tool – the MindMixer tool. He said staff felt this was the right project and survey. He said Steve Dobrinich worked through the format and LCOG was pleased with how the survey was formatted, the nature of the questions, etc.

Dobrinich reviewed how to take the survey, what the survey is for, and why the City is conducting the survey.

In response to a question from Laura Ruff, Ingham said hard copies of the survey will also be provided.

In response to a question from Thomas Cotter, Dobrinich said currently there are nine questions on the survey.

In response to a question from Thomas Cotter, Ingham said information about the on-line survey and where hard copies can be found, will be in the upcoming City newsletter, included at the bottom of the water bill, and we'll provide a display at the library to show how to take the survey on-line or fill out a hard copy.

Tim Brooker said he felt most people that are interested in better broadband, would take the time to take the survey on-line.

Ingham said the on-line survey would collect the demographic information and is intended to identify who is taking it; the demand from inside City limits as well as outside City limits.

In response to a question from Mayor Larson, Ingham said LS Network's broadband relies on existing infrastructure, cable, etc. They heard today about some amazing things that are out there using wireless connections.

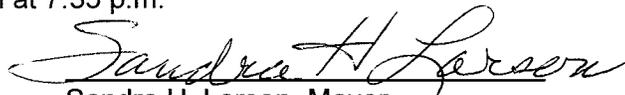
In response to a question from Thomas Cotter, Dobrinich said generally on-line surveys are a very useful tool and are very good at culminating the information and creating some good graphics. He said it would be a good test to learn more about the demand of the community.

After a brief discussion, it was the consensus of the Council to use the MindMixer on-line survey and also provide hard copies of the survey to be completed.

Ingham said staff would like to get the Wastewater Master Plan to the Council for adoption at the November 14th meeting. He said because the second Council meeting falls on the Monday after Thanksgiving, the Council will likely only have one meeting in November and that schedule would likely repeat in December, with one meeting on December 12th.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 7:35 p.m.


Sandra H. Larson, Mayor

ATTEST:


Darci Henneman, City Recorder
(Minutes prepared by DHenneman)
Minutes of the Veneta City Council
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