

Minutes of the Veneta City Council
November 26, 2007

Council

Present: Mayor T. J. Brooker, Thomas Cotter, Darrell Carman, Sharon Hobart-Hardin and Marion Esty

Others: Ric Ingham, City Administrator; Darci Henneman, Assistant City Recorder; and Jeneca Jones, West Lane News

Mayor Brooker called the Veneta City Council meeting to order at 7:00 p.m.

1. PUBLIC COMMENT

None

2. CONSENT AGENDA

MOTION: Sharon Hobart-Hardin made a motion to approve the consent agenda as presented. Thomas Cotter seconded the motion.

Vote: Marion Esty, aye; Thomas Cotter, aye; Mayor Brooker, aye; Darrell Carman, aye; and Sharon Hobart-Hardin, aye.

The consent agenda as approved included Bills Paid for November 2007 and the Civic Calendar for December, 2007.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

- (1) Law Enforcement Activities Report, Sgt. Harrold (LCSO)
Sgt. Harrold said probation officer, Christina Doolittle, has settled in the Veneta office as a full time parole officer. He said she has been working with deputies to identify residents she, as well as the deputies, need to be aware of. He said having her here is working very well.

In response to a question from Mayor Brooker, Sgt. Harrold is confident the patrols will be prepared for the Light Parade and crowd on December 6, 2007.

In response to a question from Mayor Brooker, Ric said the parade participants increase every year. He said the Veneta Elementary parking lot will be the check in area and Jack Kelley Drive will be the staging area. The route and entrance into Ray's Shopping Center will stay the same.

4. STAFF REPORTS

a. CITY ADMINISTRATOR RIC INGHAM

- (1) **Ordinance 477 - AN ORDINANCE GRANTING COMSPAN COMMUNICATIONS II, LP A DELAWARE LIMITED PARTNERSHIP, A NON-EXCLUSIVE FRANCHISE AND RIGHT TO CONSTRUCT, OPERATE AND MAINTAIN A FIBER-BASED SERVICE FACILITY; TO OCCUPY CITY RIGHTS-OF-WAY; AND TO PROVIDE FIBER-BASED SERVICES IN THE CITY OF VENETA, OREGON. Second reading by title only and final enactment.**

Ric reviewed Ordinance 477 for the second reading and final enactment. He said Comspan representatives have been out measuring pole heights. They are working on finalizing their agreements with EPUD and Lane Electric Coop in order to install wiring. If approved, the franchise

agreement will be effective tomorrow.

MOTION: Thomas Cotter made a motion to approve Ordinance 477 for the second reading and final enactment. Sharon Hobart-Hardin seconded the motion, which passed with a vote of 5-0.

- (2) **Ordinance 478 - AN ORDINANCE AMENDING SECTION 2 OF ORDINANCE 442, VENETA'S ORDINANCE GRANTING A FRANCHISE FOR THE COLLECTION OF GARBAGE WITHIN THE CITY LIMITS.** First reading by title only.

Ric said Ordinance 478 will grant a five year continuation of the current franchise agreement between the City of Veneta and County Transfer & Recycling (CT&R). On May 29, 2007, the City Council requested staff to move forward to renew the existing franchise agreement with CT&R. Since that time the franchise agreement terms were negotiated. Ric said Scott Johnson of CT&R provided information on upcoming services they will be providing to their customers. The first reading of Ordinance 478 will be tonight. The second reading and final enactment of Ordinance 478 will on December 10, 2007. Ric said the rate fee schedule will be adopted at that meeting under a separate Resolution.

Scott Johnson of CT&R provided an outline of their upcoming services for 2008. He is hopeful a curbside cart recycling program will be implemented in the Spring of 2008. He wanted the Council's input on the size of cart to use to ensure customers have the most favorable option. They are also proposing a month-long yard debris pick up in the Spring rather than a bi-weekly program. They would also like to add new garbage receptacles to the City Park. He said the new receptacles keep the garbage secure and may deter people from placing household garbage in public trash cans. He said CT&R would also like to implement a monthly needle pick up for elderly or diabetic residents. Scott said he would like to negotiate a 3.5% increase to the franchise agreement renewal at the December 10, 2007 City Council meeting. He said the increase is needed to cover costs of the additional programs and higher fuel costs. Scott said CT&R will be participating in the Santa program again this Christmas.

In response to a question from Sharon Hobart-Hardin, Scott said hopefully his educational school recycling programs will encourage kids not to litter.

Ric said we would continue with the educational outreach with recycling programs included in the past contracts. He said with the City's population continuing to grow, we are hopeful the recycling numbers will continue also. He said the Department of Environmental Quality (DEQ) and other agencies will continue to expect the recycling numbers to increase. Scott said those numbers may already be met with the curbside recycling cart program.

Sharon Hobart-Hardin thanked Scott Johnson and his employees for doing a tremendous job working with the community and the City and thanked them for the volunteer work they do.

In response to a question from Mayor Brooker, Ric said Ordinance 478 grants a five year renewal to the franchise agreement. He said any changes to the rate structure will be brought to the Council as a resolution on December 10, 2007.

MOTION: Thomas Cotter made a motion to approve the first reading of Ordinance 478, Marion Esty seconded the motion.

Darrell Carman said at the May 29, 2007 City Council meeting the Council agreed to award the garbage franchise agreement to CT&R rather than complete a request for proposal (RFP) process. He said two Councilors objected to the motion but voted to award the franchise agreement to CT&R. Darrell Carman was not in attendance at the May 29 meeting and said he would have objected. He said he would encourage the City to pursue the RFP process for garbage service providers.

Marion Esty said at the May 29, 2007 City Council meeting many of the audience members who objected to the franchise agreement being awarded to CT&R lived outside the City limits and weren't effected by the Council's decision. She felt the City couldn't sustain two providers and didn't need the extra truck traffic in the City.

Darrell Carman said a good time to review a contract is at the contract renewal date. He agreed the City's size doesn't warrant two providers but the contract should still be put out for bid. He said CT&R does an outstanding job but there are other providers who would like the opportunity to bid for the contract.

Mayor Brooker said it made sense to send the garbage franchise out for bid but the other garbage service provider didn't want to provide service to the entire City, just certain areas.

Darrell Carman agreed one criteria of the RFP should require a contract to include service for the entire City. He said if CT&R was the only provider willing to service the entire City then they should be awarded the contract.

Mayor Brooker said Councilors decided to go with CT&R because of the costs of the RFP process and staff costs. They both agreed it is now a moot point.

MOTION: Thomas Cotter made a motion to approve the first reading of Ordinance 478, Marion Esty seconded the motion, which passed with a vote of 4-1. Darrell Carman voted against Ordinance 478.

(3) 2007 Needs and Issues

Ric provided a 2007 Needs and Issues Inventory of the City's priority projects requested by the legislature. He said the lists will assist legislators in determining what level of dollars should be allocated for specific projects in the next biennium. Ric apologized for not giving Councilor more time to review or add to the list. He said staff would like to see the City apply for the Community Development Block Grant (CDBG) in the next three to six months to provide a portion of the funding for updating the senior center/community center. Ric said the design elements of the collection lift station will be part of the Wastewater Facilities Plan along with the evaluation for Level 4 treatment.

In response to a question from Marion Esty, Ric said the needed assistance figures were determined by Brian, Kyle and Ric after reviewing SDC charges and capital improvements projects.

In response to a question from Mayor Brooker, Ric said the 2.7 million dollar figure is for a pool replacement only. He said this is just a guideline for the legislature.

In response to a question from Sharon Hobart-Hardin, Ric said the projects were based on previous goals set and staff observations. He said legislators reduced the OECD budget to zero. Ric said in order to get a CDBG project approved, it needs to be on the list. Ric continued to review the Needs and Issues list with Councilors.

5. OTHER

Ric provided a letter from Jerry Elliott with revisions to his proposal for the Wastewater Facilities Master Plan and Capital Improvement Plan Revisions. Ric said staff recommended the Wastewater Facilities Master Plan contract be awarded to Weber Elliott. Staff reviewed the three submitted proposals but felt they didn't provide adequate information to complete the analysis. Staff consulted another firm to complete an analysis on the proposals. Ric said portions of Weber Elliott's bid were negotiated down to a contract price of \$96,511 to include the SDC update. Ric said even though one bid came in lower it didn't include the SDC update. Ric said getting that SDC information from Jerry Elliott would require consulting fees from Weber Elliott and would likely be more costly to the City.

MOTION: Darrell Carman made a motion to award the Wastewater Facilities Plan contract to Weber Elliott Engineers, P.C. Sharon Hobart-Hardin seconded the motion.

In response to a question from Mayor Brooker, Ric said the budgeted amount for the project was \$110,000 to include a portion of the rate analysis and the SDC update. He said the remaining funds would be used to hire a consulting firm to conduct the rate analysis.

MOTION: Vote of 5-0.

Ric said staff will work with Jerry Elliott to get a draft of the facility plan out by March or April, 2008. Ric said Jerry Elliott should deliver the final Wastewater Master Plan in June, 2008.

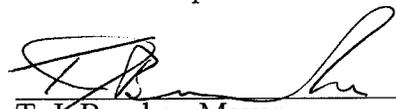
Ric said City Hall Day is at 7:00 p.m., December 12, 2007 at the Cottage Grove Community Center. Incumbent legislators will be there for community discussions.

Mayor Brooker, Ric and possibly Marion Esty will be attending.

Ric said December 13, 2007 will be the LCOG meeting and the final public hearing on the coordinated population study. He said because of some uncertainty with the numbers, staff requested Carrie Connelly to follow up with the coordinated population figures provided by LCOG. He said it is legal counsel's opinion that once the figures are decided on, they cannot be appealed (to LUBA). He said some entities are threatening to appeal. He said he will keep Councilors up to date on this situation.

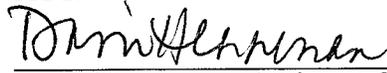
7. ADJOURN

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



T. J. Brooker, Mayor

ATTEST:



Darci Henneman, Assistant City Reorder
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