

# Minutes of the Veneta City Council

## September 23, 2013

Present: Sandra Larson, Thomas Cotter, Brittany Boothe, Thomas Laing, and Victoria Hedenstrom

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Chris Workman, City Recorder/Human Resources and Risk Management Administrator; Darci Henneman, Assistant City Recorder; Sgt. Doug Osborne, LCSO; and Michelle Ossowski, Fern Ridge Review

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### 1. CALL TO ORDER

Mayor Larson called the City Council to order at 7:00 p.m.

### 2. PUBLIC COMMENT

None

### 3. CONSENT AGENDA

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

**Thomas Laing seconded the motion.**

**Vote: Thomas Laing, aye; Thomas Cotter, aye; Sandra Larson, aye; Victoria Hedenstrom, aye; Brittany Boothe, aye.**

The consent agenda as approved included Minutes for September 9, 2013, Accounts Payable through September 17, 2013, Civic Calendar for October 2013, and the Elmira High School Homecoming Parade Permit Application.

### 4. COUNCIL BUSINESS AND REPORTS

#### a. Business

#### (1) Lane County Sheriff's Office Activity Report

Sgt. Osborne provided an update on the vandalism occurring since last April and enforcement of the curfew. He said a good portion of the vandalism was solved in terms of identifying two 17 year olds who were taken to John Serbu Juvenile Justice Center for prosecution. One individual cooperated and was placed on juvenile probation and the other was lodged at the Center on two separate occasions. He was released just a few hours after being placed there and was returned based on his identification to a second set of crimes; arson at Central Little School, a fire set in a garbage can at the skate park, and unsold items left from a garage sale that were lit on fire. The prosecution of this young man is ongoing and restitution may be sought based on the \$8000 in damages from the tire slashing. Sgt. Osborne said he is confident LCSO can identify those responsible for the vandalism at the Service Center and the Dari Mart but there are no leads to the window smashed and stolen meat from Ho Ho Restaurant. He said the publication of the curfew was moving in the right direction. He said deputies have been patrolling after midnight and stopping any minors violating curfew that parents can be cited for. Since school started, no one under 18 has been stopped. Sgt. Osborne said Veneta patrols are short one deputy because Dep. Jahn is out on long term disability. He said the contract was covered but other competing resources out of the main office or backfill for the contract have prohibited adding a fourth deputy. He has been working on an interim alternative with the main office. He said on a positive note, over the next four weeks, the main office will be looking seriously at returning to a 24 hour patrol for the County. He said that no matter when a property call comes in the response time would be a matter of minutes.

Ingham said staff is somewhat frustrated that the District Attorney's office will not prosecute the two young men because they are both 17. He said management has asked Workman and his staff to work with Judge Leiman to see if we can bring these types of cases into our

Municipal Court. He said he's not sure what it will take but the process will take some time to work through and staff will provide the Council with an update next month.

Sgt. Osborne said he would like to see restitution by way of community service for the City of Veneta.

Thomas Laing said his insurance company wants to recoup some of what it paid out for his claim for his tires that were slashed.

Sgt. Osborne said the court would order restitution but without jobs the kids have no way to pay restitution. He said community service is really the only way restitution could be paid.

Mayor Larson said even though most of the young people stopped are over 18, presence of the deputies lets them know patrols are out there.

Sgt. Osborne said other crimes in the City are being committed by both male and female kids. He said two nine year old females unlawfully entered a home by crawling through a doggy door.

In response to a question from Victoria Hedenstrom, Sgt. Osborne said he believed the majority of the vandals of the Dari Mart and Service Center were under 18. He said parents need to take some responsibility and know that they will be held responsible for damages.

In response to a question from Thomas Cotter, Workman said the curfew ordinance states parents can be held responsible for damages caused by their children.

- (2) Community Center Rental Fee Waiver Request from Sexual Assault Support Services  
Ingham said staff is following City policy which requires all fee waiver requests come before the Council for approve or denial. He said Darci talked with the coordinator who submitted the fee waiver but staff did not follow up to ensure that this organization has a non-profit status.

Victoria Hedenstrom said this would be a good service to provide to our residents.

**MOTION: Thomas Cotter made a motion to waive the Community Center rental fee for Sexual Assault Support Services for October 22, 2013. Brittany Boothe seconded the motion which passed with a vote of 5-0.**

**b. Councilor/Committee Liaison Reports**

Victoria Hedenstrom said the Chamber had a successful Labor Day event and won first prize at the Harvest Festival chili cook-off. Unfortunately, Wineries without Walls received its second OLCC violation for misreading the birthdate on a patron's driver's license. The Board discussed how it would address this. The first offense was a \$500 fine and the second offense was a \$1000 fine and required the tasting room be closed for a week. She said Gina Haley-Morrell is stepping down as Chamber president. President nominations are due by October 1<sup>st</sup> and ballots need to be returned by November 1<sup>st</sup>. She said the Chamber would like to keep the presidential position internal and also act as a Chamber Board Co-Chair. She said Ms. Haley-Morrell stressed that being president is a full time job. The next board meeting will be October 8<sup>th</sup>.

Thomas Cotter said there is an LCOG Board meeting on Thursday, September 26<sup>th</sup>.

Mayor Larson said the School District continues to hold open house events at all the schools to showcase the Facilities Plan. The Facilities Plan is also on the District's website along with a community survey. She encouraged everyone to fill out the survey.

**5. STAFF REPORTS**

a. City Recorder/HR & RM Administrator.....Chris Workman

(1) Revised Schedule and Activities for Council Retreat

Workman said due to scheduling conflicts, the October 12<sup>th</sup> Council Retreat has been cancelled. Staff would like to hold two sessions, the first would be a review on Monday, October 28<sup>th</sup> from 5:00 p.m. to 6:45 p.m. prior to the regular Council meeting. The second session would take place Wednesday the 30<sup>th</sup> from 9:00 a.m. to 2:00 p.m. or on Saturday, November 2<sup>nd</sup> from 11:00 a.m. to 4:00 p.m.

Ingham suggested scheduling the two-day Retreat for some time during the week.

Victoria Hedenstrom has a conflict for Wednesday, October 30<sup>th</sup>.

Workman suggested holding the first session on October 28<sup>th</sup>, prior to the regular Council meeting and the second session on Tuesday, the 29<sup>th</sup> from 11:00 a.m. to 5:00 p.m. with a lunch break. He asked Council members to please return the issue identification forms on or before the October 14<sup>th</sup> Council meeting. He said he has more survey forms if needed.

(2) League of Oregon Cities Conference

Ingham said hotel accommodations have been made but travel to and from Portland should be discussed. He said staff provided information on taking the train or suggested Council members try to car pool to and from Portland.

Workman said the train station is very close to the MAX line which stops at the hotel.

In response to a question from Victoria Hedenstrom, Workman said the schedule he provided is a train schedule.

Ingham said he is driving and has room for two or three but will be leaving early Saturday morning to make the OSU football game.

Workman said he is going up Friday morning and returning late Saturday so he has room on the returning trip. He suggested those interested in carpooling could ride up with Ric and return with him.

In response to a question from Victoria Hedenstrom, Ingham said conference materials are available on line or staff can print materials beforehand.

In response to a question from Thomas Laing, Ingham said Mayor Xavier of Florence is planning the inter-governmental dinner at Beaches Restaurant. He said the City will cover Council member's dinner but cannot pay for spouses' dinner or any alcohol.

Ingham said he would like to work a full day on Wednesday but he is happy to leave anytime on Wednesday for those who would like to ride with him.

Mayor Larson said the train would be delightful but it makes more sense to ride up with Ingham and return with Workman, and it was agreed final arrangements could be made after the Council meeting.

b. Finance Director .....Shauna Hartz

(1) **RESOLUTION No. 1134 - A RESOLUTION ACCEPTING A SPECIFIC PURPOSE GRANT AND UNFORSEEN CONTRIBUTION AND APPROPRIATING EXPENDITURES**

Hartz said when staff prepares the budget they try to make every effort to foresee possible future events or needs that the City may have to include in the budget. But every once in a while something comes up unexpected. She said if it's not time sensitive, she will usually hold the information for the next year's budget. If it is a time sensitive matter, Oregon Budget Law allows for some changes to be made to the budget after adoption – including increasing appropriations. Two circumstances are when a city is awarded a specific purpose grant or a city receives a request for services when the costs will be paid by another entity. She said with the fiber optic project both of these circumstances apply. Lane County will donate \$6000 for the project and we were awarded the \$30,000 grant from the IFA for installation of the fiber optic line. The Council can accept the donation and award and increase the appropriations by resolution. Resolution 1134 will allow us to accept the donation and grant funds and allows Hartz to increase the appropriation in both the materials and services and capital outlay categories in the general fund a total of \$36,000 for that project.

**MOTION: Thomas Cotter made a motion to approve Resolution 1134. Thomas Laing seconded the motion which passed with a vote of 5-0.**

c. City Administrator.....Ric Ingham

(1) Veneta Fiber Optic Project Update

Ingham provided Council members with the award letter from Infrastructure Finance Authority (IFA) indicating the City was awarded the \$30,000 grant. Initially IFA indicated it could be several weeks before the contract would be finalized. However, the contract arrived in today's mail so he included it as a handout and requested the Council authorize Mayor Larson to execute the contract and not wait until the October 12<sup>th</sup> Council meeting. Ingham said First Call Resolution has hired a contractor and the building permit process has been initiated. Also the contractor hired by the City to install the fiber optic line will begin installation by October 1<sup>st</sup>.

**MOTION: Thomas Cotter made a motion to approve the Special Public Works Fund contract and authorize Mayor Larson and staff to sign the contract on behalf of the City. Victoria Hedenstrom seconded the motion which passed with a vote of 5-0.**

(2) Acceptance of Public Utility Easement for Fiber Optic Project

Ingham said legal counsel drafted the easement agreement which Mr. Hammer has signed. Staff is requesting the Council authorize acceptance of the easement and authorize Ingham to sign the easement agreement on behalf of the City.

**MOTION: Thomas Cotter made a motion to allow the Council to accept the Utility Easement and authorize the City Administrator to sign the Utility Easement. Thomas Laing seconded the motion which passed with a vote of 5-0.**

(3) 2015-2017 State Transportation Improvement (STIP) Update

Ingham said since January 2013 the Lane Area Commission on Transportation (LACT) has been working through what projects will be selected and forwarded on to the Oregon Transportation Commission (OTC). LACT solicited, screened, and ranked the projects that would be forwarded on to the Region 2 Super ACT. He said the good news is that Veneta received funding for both of its projects on the list. He said the Oregon 126 spot improvement project received \$2.6 million. When he says received, it really means the projects were recommended to OTC for final adoption of the lists. Also we received recommendation to have the multi-use path's National Environmental Policy Act (NEPA) study and design completed as well.

(4) 2017-2020 STIP Request for Projects

Ingham said as we often see as the legislature wraps up one session they want to start on the next. He said as part of that, the state would like to package a much larger transportation funding package for this next legislative session. He said the legislatures asked OTC and ODOT for a fairly comprehensive list of what could be funded as part of the 2017-20 STIP process. He said its gets somewhat complicated because the STIP years overlap by one year. Ingham said he would like to review some of the projects that we're likely to propose. He said he didn't do the math but there's \$500 to \$600 million worth of projects here which is beyond what can be provided. He said the Oregon 126 NEPA is already listed which means the environmental planning process would be funded for the entire Highway 126 project. He said the NEPA planning would be a three year process then construction dollars would be sought after that. He said funding will continue for spot improvements.

In response to a question from Thomas Laing, Ingham said spot improvements for the Fern Ridge Corridor Plan would include creating some passing lanes, improvements for transit stops and maybe improvements to major intersections like Fisher and Central Rds., potential lighting in and around the transit stops, shoulder widening, rumble strips; improvements that will address safety and preservation issues.

In response to a question from Thomas Laing, Ingham said ODOT has a pretty specific idea of what those first spot improvements will be. He said ODOT was somewhat vague in the Corridor Plan but it's up to Region 2 staff to come up with a specific list, including costs. He said spot improvements will be along Highway 126 between Greenhill to Huston Rd. He said the \$10,000,000 listed for spot improvements also includes construction of the multi-use path. Staff would like to see funding for multi-use path stripped out as a separate project. He said staff has also been discussing with Lane County construction of bike lanes along Greenhill Rd. He said our multi-use path ends at Greenhill and there's not a path system from Greenhill to the Fern Ridge Overlook area where the path begins. Ingham said if there's something the Council would like staff to advocate for, he is happy to include it. He said the only other project staff would like to see realized is a Safe Routes to School project from Veneta to Elmira. We pushed hard on that project a number of years ago and Army Corps of Engineers and ODOT pushed back but the City now owns most or all of the west side property along that stretch of Territorial Rd.

In response to a question from Thomas Cotter, Ingham said a very small stretch of land between the Long Tom River and Suttle Rd. is privately owned.

Mayor Larson said since ODOT did such a wonderful job with the sidewalk improvements in Elmira, it may want to continue the project.

Ingham said that sidewalk project was funded with Safe Route to Schools Fund.

In response to questions from Victoria Hedenstrom, Ingham said LACT will not likely be asked to review the full applications for two or more years so we'll go through the previous process where all the projects go before the ACT and members whittle down the projects to a few. He said there is still a lot of review that will take place. Ingham said if you go back to the 2015-18 list, the multi-use path received the highest number of priority votes but because the list was done alphabetically it dropped us down to the bottom of the list. He said they didn't really want to talk about it other than we'll get all the money we requested.

In response to a question from Mayor Larson, Ingham said funding for the Safe Routes to Schools program is not funded separately. He said funding use to come from separate

sources; bike, pedestrian, safe route, and now the funding is lumped together in the "Enhancement Program". He said its likely funding will return to separate sources in the next two funding cycles. Ingham said we should spend some time talking about our own transportation schedule and what we would like to pursue funding for.

In response to questions from Thomas Laing, Ingham said each area commission creates its own list and then the four area commissions come up with a comprehensive list and of that list, those projects get funded. He said the listing was done alphabetically and not by priority.

(5) Questions from Councilors

Mayor Larson thanked staff for all their hard work on the Service Center. She said the City has accomplished so much and the Service Center dedication and ribbon cutting ceremonies were both great events. She asked staff to please pass on her thanks to other staff members that assisted with the events.

Staff thanked the Council as well for attending the ribbon cutting ceremony.

Thomas Cotter said Ingham and Workman did a good job with coordinating the ceremonies and Mayor Larson did a great job hosting the event.

Victoria Hedenstrom said the article in the Register Guard was good but she was disappointed that they didn't have any good photos of the ribbon cutting or the dedication ceremony, and the photo of the name of the building was cut off.

Mayor Larson said the photo of the Service Center taken by Irene Jasper from the fire truck ladder was great.

In response to a question from Thomas Cotter, Ingham agreed that the "Fern Ridge Service Center" lettering is not very visible because it blends in with the concrete background. He said unfortunately the architect quizzed staff on so many finishing details but not on that. He agreed the lettering would have stood out had it been done in bronze. However, in the future a sign will likely be installed.

In response to questions from Thomas Cotter, Ingham said the public works crew started cutting into the E. Broadway water tank last Friday so we were using EWEB water from Wednesday on. He said we received a number of complaints about "milky" water which was a result of four million gallons of water rushing through the pipe. He said that high volume of water created massive air bubbles which created the "milky" water. If left standing the water would clear in a matter of seconds. He said those trillion bubbles activated a lot of iron clinging to the pipes and essentially scrubbed out our system. He said the EWEB water and City water will soon be co-mingled into the two million gallon tank. Ingham said in hindsight, there should have been automatic relief valves to release the air every mile or so instead of requiring the valves to be manually released.

Ingham said well 10 gave us the most trouble because of the high iron content. Kip was able to get the system running so well that we were relying primarily on Wells 4 and 12 which ran directly into the tank without filtration. He said Well 9 was brought on line last summer but we saw some iron issues start to change once we took off Well 10 and 11 and reduced the flow from Well 9.

In response to a question from Thomas Laing, Ingham said the pipeline dedication ribbon cutting ceremony will be October 17<sup>th</sup> at 10:30 a.m. He said staff will work through the details with Mayor Larson. The Rural Development folks will also be attending. He asked everyone to save the date.

Mayor Larson said the pipeline dedication will be at the E. Broadway Public Works yard on Thursday, October 17<sup>th</sup> at 10:30 a.m. She said Veneta Elementary students will also participate in the event.

**6. OTHER**

Ingham said it has been a busy couple of weeks. Staff is excited about the call center and John Hammer confirmed that O'Reilly's Auto Parts will be moved into its space at the West Lane Shopping Center by December 1<sup>st</sup>.

Thomas Laing said someone is looking at the restaurant space vacated by McKenzi's Two in the same shopping center.

Victoria Hedenstrom said a realtor is moving into the office space next to Capelli's Salon.

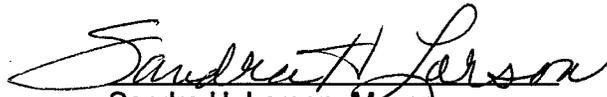
In response to a question from Victoria Hedenstrom, Ingham said he thought the large fenced compound south of Veneta is a dog breeding or dog kennel facility.

Hartz informed the Council that on September 19<sup>th</sup> we received the bond funding from Rural Development and the next day she completed the wire transfer to Cashmere Bank from the City's Siuslaw Bank account to pay off the interim financing. She said the pipeline project is winding down and the only large outstanding bill is a payment to Pacific Excavation of about \$800,000. She said the field work for the audit will take place on October 3<sup>rd</sup> and 4<sup>th</sup> here at City Hall.

Workman thanked Council members for being so patient with getting new email accounts set up. He said as far as we know everything is up and running and everyone should be able to access their email from any location. He asked that if Council members have any problems, to please let him know.

**7. ADJOURN**

Mayor Larson adjourned the Veneta City Council at 8:15 p.m.

  
Sandra H. Larson, Mayor

ATTEST:

  
Darci Henneman, Assistant City Recorder  
(Minutes prepared by DHenneman)