

Minutes of the Veneta City Council

September 8, 2014

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

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

1. CALL TO ORDER

Mayor Sandra Larson called the Veneta City Council to order at 7:10 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 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 June 23, 2014 Work Session, Minutes for August 11, 2014, Accounts Paid through August 26, 2014, Accounts Payable through September 2, 2014, Public Works Activity Report for July and August, 2014, Employment Agreement for Shauna Hartz, and Countryside Pizza & Grill Liquor License – Change of Ownership.

4. COUNCIL BUSINESS AND REPORTS

a. Business

(1) League of Oregon Cities Designation of Voting Delegate

Ingham said this is an annual delegation for the upcoming conference. He said Mayor Larson and Thomas Laing will be attending this year's event.

MOTION: Thomas Cotter made a motion to appoint Mayor Larson as the 2014 League of Oregon Cities Delegate and Thomas Laing as the Alternate Delegate. Thomas Laing seconded motion which passed with a vote of 5-0.

b. Councilor/Committee Liaison Reports

Brittany Boothe said she attended last week's Park Board meeting. She said the Park Board will not have a booth at the Harvest Festival on September 13th but several Board members will be involved with other clubs' booths. She said the Park Board also acts as the City's Tree Board and on October 11th from 10:00 to 1:00 p.m. the Board is hosting a Tree City USA tree planting event. She said booths and presentations will be set up at the community center from 10:00 a.m. to 12:00 p.m. and then everyone will go to Territorial Park to plant shade trees near the playground equipment.

Ingham said the itinerary will be finalized and the Council will receive a full agenda.

Bork said Matt Horowitz, a certified arborist, has planned workshops on tree pruning, types of trees, etc. and Heather from the Library will have a book booth and read a book. She said it won't be a huge event but organizers are hoping to expand it over the years.

Mayor Larson suggested organizers contact the schools to make sure they're aware of the event. Brittany Boothe said the Park Board will be reviewing the 2014-15 event and activity calendar to determine what events it wants to host or be involved with.

Victoria Hedenstrom said the Chamber Board is meeting tomorrow and the luncheon is on Wednesday at noon at Our Daily Bread Restaurant. She said the person who has been volunteering with the Wineries without Walls (WwW) program has moved on. She said things are very slow at the Chamber and at the last meeting there were discussions about several things; 1) whether or not the WwW program is still viable; 2) Do they still want to pursue the program, 3) Should Norm from Plough Monday step in. She said the Chamber was asked if it wanted to be a sponsor on a sports card but after a thorough discussion, it was determined it wouldn't be worth the cost. However, other possibilities were discussed to get the Chamber's name on something to hopefully create some positive exposure. She said the chili cook off will take place at the Harvest Festival.

In response to a question from Mayor Larson, Victoria Hedenstrom said activity at the Chamber has been very slow and there have also been times that the Chamber is open but the volunteer didn't have any lights on. She said the Board has been struggling to look welcoming. She said it's very discouraging.

Mayor Larson said when Vicki was volunteering the emails were sent regularly. She said unfortunately, she has tried to attend Chamber events but has had conflicts.

In response to a question from Brittany Boothe, Ingham said the amount of traffic in and out of Ixtapa alerted the Board members that the lights were off and the volunteer was there but wasn't manning the tasting bar.

Thomas Laing said Mid Lane Cares is very busy getting ready for the Harvest Festival and Kismet Design has volunteered to design a website for free. He said Mid Lane also passed its budget.

In response to a question from Mayor Larson, Ingham said Mid Lane Cares has a website but it hasn't been updated for quite some time.

Mayor Larson said school has started. She said last week Nancy Golden, Oregon's Chief Education Officer provided a wonderful presentation at the school district. Mayor Larson said she was not able to attend but she did watch the video recording of the event and it was done very well.

5. STAFF REPORTS

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

(1) Veneta Land Development Ordinance

i. Agenda Item Summary

ii. **ORDINANCE NO. 514 - AN ORDINANCE AMENDING SECTION 4.05 THROUGH 4.09 AND SECTION 13.02 OF THE VENETA LAND DEVELOPMENT ORDINANCE NO. 493. For Second Reading by Title Only and Final Enactment.**

Bork wanted to include additional information and clarification regarding mixed use zones. She said at previous work sessions the Council discussed changing the meaning of "mixed use" in Veneta's zoning code, which was intended to prevent dispensaries from locating in the City's mixed use zones. It was the consensus of the Council that changing the meaning of "mixed use" for that sole purpose could undermine the goals of having mixed use zones. She said the Council also agreed not to pursue additional regulations to limit dispensaries within the allowed zones but instead focus on regulations to create a 1000 ft. park buffer.

MOTION: Thomas Cotter made a motion to approve Ordinance No. 514 for second reading by title only and final enactment. Victoria Hedenstrom seconded the motion which passed with a vote of 5-0.

Ordinance No. 514 was read into the record for second reading by title only and final enactment.

(2) Abatement of Dangerous Building – Downtown

In response to a question from Mayor Larson, Ingham said the property was for sale at the time City staff started the abatement process.

Bork said this is follow up from several months ago when the Council reviewed Rachel Sykes' downtown blighted property power point presentation. She said based on direction from the Council at that time, staff directed the City Inspector to determine if the Tootle building and Front Row Video on McCutcheon were dangerous buildings. She said the inspector's report was included in the Council packet which, based on his investigation, the inspector determined the Tootle building to be a dangerous building. He has not made a final determination on Front Row Video building yet. Bork said if the Council chose to pursue the abatement process on the Tootle building, the first step is to hold a public hearing and declare the building as dangerous. She said that would trigger the abatement process which would require the property owner to bring the building out of the dangerous building status or there is the possibility of demolition. She said notice of the public hearing would be published in the Fern Ridge Review.

In response to a question from Mayor Larson, Bork said the inspector would have to determine if it's possible to remodel the building enough to make it not dangerous. She said it's possible that demolition may be the only option.

MOTION: Thomas Cotter made a motion to direct staff to set a public hearing on October 13, 2014 to determine the Tootle House accessory structure a dangerous building per Veneta Municipal Code 15.05. Thomas Laing seconded the motion which passed with a vote of 5-0.

In response to a question from Mayor Larson, Bork said the City inspector has not completed the investigation on the Front Row Video building.

Thomas Laing said the realtor for the Front Row Video building is a relative of his and he had an opportunity to go into that building. He said the concrete floor is broken and sinking, the electric is not up to code and the roof and ceiling is caving in and leaking.

Bork said it's going to be looked into again. In response to a question from Victoria Hedenstrom, Bork said the Building Inspector's letter included in the packet only deemed the Broadway building as dangerous.

Mayor Larson said the building is secured, so people can't enter it. She said even if the building is deemed safe, it's still considered blight and the only thing we can do if it isn't a dangerous building is work with the owner to bring it up to code so it's not considered blighted property.

In response to a question from Victoria Hedenstrom, Bork said the property owner did respond to the City.

Brittany Boothe said the building was locked so the inspector couldn't complete his inspection.

Ingham said we can't require the property owner to allow our inspector in a building to deem it as dangerous.

Thomas Cotter said if we want to determine whether or not the building is considered dangerous, we may not need permission to enter the building.

(3) Baker Lane Street Name Issue Recommendation

Bork said this is a follow up to direction from the Council after an emergency response failed to go to Baker Lane in Veneta but instead went to Baker Rd. in Elmira. She said after researching Lane County Deeds and Records, staff determined that Baker Lane was deeded to the City for road

purposes but there was no formal naming process and all legal documents refer to Baker Ln. as E. Hunter. Also the five homes on Baker Ln. all have E. Hunter addresses and the mailboxes are located on E. Hunter. Bork said Lane County road naming guidelines prohibit duplicate street names for emergency response reasons and since Baker Rd. exists in Elmira, an alternative street name is required. Staff recommends property owners meet with Chief Ney to discuss renaming the street so that it complies with Lane County road naming guidelines.

In response to a question from Mayor Larson, Bork said Baker Ln. needs to be changed because the Baker Rd. in Elmira is recognized by Lane County as the official Baker.

Bork said Chief Ney said he would be happy to work with the property owners to rename the street.

In response to a question from Brittany Boothe, Ingham said about a year ago Lane County Fire District merged with Lane Rural Fire to become Lane Fire Authority. He said many of the volunteer fire personnel are not familiar with the area. He said if the GIS information through Lane County is used for an emergency, it will take the emergency response team to Elmira. He said that makes it a life or death situation.

Bork said emergency response teams and 911 rely on Regional Land Information Data (RLID) which only acknowledge Baker Rd. in Elmira. She said the Lane County road naming committee reviews names for that particular purpose so there's no duplicate road names.

Ingham said the fear is a resident on Baker Ln. will call dispatch and the emergency personnel are sent to Baker Rd. in Elmira. Again, he said the official system doesn't acknowledge Baker Ln. in Veneta. He said any new road that gets named in Lane County is approved by the naming committee.

Ingham said if it's the desire of the Council to go to the Lane County road naming committee, staff can forward the appeal but the City can't fight the decision.

Mayor Larson said it seems the best input would be to get residents' opinion.

Ingham said Chief Ney can much better articulate the process and it's up to the residents to determine the best direction.

Thomas Cotter said could it be changed to E. Hunter Way.

Schauer said all the existing homes have E. Hunter addresses so even if you do rename Baker Ln. to E. Hunter, the addresses will need to be changed. He said the address numbers would be off.

In response to a question from Brittany Boothe, Bork said both Lane County and RLID don't reference Baker Ln. in Veneta other than with the street sign.

Ingham said the street sign should never have gone up.

In response to a question from Brittany Boothe, Bork said Chief Ney said he would prefer it change but the street sign could show the specific addresses. She said there are options.

Ingham said that is an option as long as the neighbors don't give a Baker Ln. address to a 911 dispatcher during an emergency. He said Baker Ln. in Veneta does not come up in the 911 system, only Baker Rd. in Elmira. Ingham said we also know that Greg Demers and ATR Development has been proposing a very large assisted living facility at the end of Baker Ln. If and when that comes in, Mr. Demers will do road improvements giving him first choice at naming that road. As part of his development, do we want the City and the neighbors to be proactive or wait until the developer comes in and takes the lead on naming the road?

In response to a question from Victoria Hedenstrom, Bork said generally roads are dedicated to the City through a partition or subdivision process. A partition was not done in this case.

Ingham said it's a City owned parcel for a street.

Victoria Hedenstrom suggested we could remove the Baker Ln. street sign and erect a sign listing the addresses then meet with the residents to ask them what they want to do.

Bork said a process needs to happen but we just can't take the sign down. It would be worthwhile to discuss the options with Chief Ney and the Baker Ln. residents.

In response to a question from Brittany Boothe, Mayor Larson said a resident that had just moved to Baker Ln. called 911 because of a car fire. She said even when she explains where she lives whether its' an emergency or not, she refers to "the gravel road turning south off of E. Hunter" because she has an E. Hunter address but lives on Baker Ln. It's very confusing.

MOTION: Thomas Cotter made a motion to direct staff to meet with property owners and Chief Ney to rename street and readdress properties.

Bork suggested including direction to discuss the issue with neighbors and then it could come to Council and share what staff found out.

MOTION: Thomas Cotter amended his motion to give staff direction to pull a meeting together and give staff direction on the possibility of renaming Baker Ln. Victoria Hedenstrom seconded the motion which passed with a vote of 5-0.

b. City Administrator.....Ric Ingham

(1) Questions from Councilors

In response to a question from Brittany Boothe, Schauer said ODOT determined there were not safe stopping distances or sight distance to require a stop sign for Eight St. southbound traffic at the intersection of W. Broadway and Eighth St.

Brittany Boothe said she was traveling north on Eighth St., turning left into the City Hall parking lot when a car was traveling southbound on Eighth St. wanting to turn left on W. Broadway. She said it seems odd that southbound traffic is not required to stop at the intersection but northbound traffic is.

Schauer said all traffic control devices at the intersection of Eighth St. and W. Broadway have been in place since City Hall was built. He said when the Eighth St. Overpass was constructed, it was determined that southbound traffic from Highway 126 would not have adequate stopping and sight distances to allow for a stop sign. He said because of the amount of traffic going to City Hall, a stop sign was erected for the Eighth St. northbound traffic. He said placement of all traffic control signs are mandated by the State of Oregon.

Mayor Larson suggested including this in the street survey.

In response to a question from Mayor Larson, Ingham said in the 10 years he's been City Administrator, he is not aware of any accidents from drivers not realizing southbound traffic is not required to stop. He said the more signs that are installed, the more they will be ignored. He said it's shocking to see how many northbound drivers don't stop at the stop sign even with deputies in the parking lot. He said the important sign is the stop sign and unless there's been a number of instances, he felt it doesn't warrant putting up more signs. He said some people are oblivious to any kind of signage.

Victoria Hedenstrom said she became aware of a young resident in Veneta who has a pigmy goat. She said when the girl and her family moved to Veneta from Eugene, they thought because Eugene allows pigmy goats that it would be allowed in Veneta. She asked the Council if it was interested in opening the subject up for discussion. She said she would rather have the pigmy goat than chickens. She said the goat is not any bigger than a dog and asked the Council to consider allowing goats in Veneta.

In response to a question from Brittany Boothe, Victoria Hedenstrom said the family got turned in from a neighbor.

Mayor Larson said there's a distinction between keeping pets versus livestock.

Joan Mariner said she has three neighbor pigmy goats and they are very noisy. She said if the Council were to consider allowing pigmy goats, they will hear from many residents because they make a lot of noise.

Ingham said modifying our animal control ordinance took staff and the Council a good six months to complete. He said if you're asking planning staff to do that again it would be more than 20% of their time.

Mayor Larson said she's felt some urgency when it comes to kids and pets but she's not sure that we can embark on that kind of change on the basis of one situation. She said as sympathetic as she is, she doesn't see the urgency in this case.

In response to a question from Brittany Boothe, Ingham said we could go through the Veneta Municipal Code and highlight 200 things that we could tell new residents when they call to connect water service.

Thomas Cotter said if people are truly interested in living in a community, they should be proactive, and be personally responsible for their families and pets. He said that kind of information is available on the City's website or by telephone. He said staff can't guess what information they may need. He said it's not the City's responsibility to inform residents unless they request it.

Ingham said staff could put something together like that but inevitably there would be another scenario the next day and then the next day and before you know staff would be putting a lot of hours into it.

In response to a question from Mayor Larson, Ingham said City staff gets phone calls with questions like that every day and residents are always given a response.

In response to a question from Thomas Laing, Schauer said we do not have surveillance cameras at the Four Corners intersection.

Ingham said there's electricity to the area.

Thomas Laing said over the Labor Day weekend the VFW lost five more flags.

Schauer said eight sprinkler heads were kicked off and destroyed along W. Broadway.

Thomas Laing said they filed a report with Lane County Sheriff's Office after it happened.

Ingham said he will ask the deputies to watch the area over those holiday weekends.

In response to a question from Victoria Hedenstrom, Ingham said those vandalism events usually happen in the early morning hours between 2:00 a.m. and 5:00 a.m. and 99% of the population is not out and about at that time of day and not paying attention.

In response to a question from Victoria Hedenstrom, Thomas Laing said we didn't find the flags; however, they were able to recover the ones stolen over the Memorial Day weekend.

6. OTHER

Ingham said the City will participate in the "National Drug Take Back Day" on September 27th at BiMart. He said staff will distribute the posters throughout town.

Ingham said the Register Guard posted a correction on its website about the medical marijuana facility in Veneta that was closed down. He said the article was originally published in Sunday's paper and indicated that a medical marijuana facility in Veneta was shut down. The correction said "near Veneta".

Mayor Larson said the person who does the headlines usually doesn't write the article and the person that writes the headlines creates it after reading the article.

Ingham reminded everyone that Cottage Grove is hosting "City Hall Day" on Wednesday at 5:00 p.m. He said he has room for four in his vehicle if anyone would like to carpool. Mayor Larson and Thomas Laing are attending. He said Thomas Cotter will be attending the Lane Area Commission on Transportation meeting that evening.

Victoria Hedenstrom said she would also like to attend and that she will be judging the chili cook off at the Harvest Festival.

Thomas Laing said the VFW will provide smoothies at the Harvest Festival and the Lions Club will have burgers, hotdogs, and corn on the cob.

Ingham said the League of Oregon Cities conference is around the corner. He said the City will be receiving a CIS safety award on Friday at 5:30.

Mayor Larson said she is interested in attending the Rural Development Initiative and prosperity summit but she's not sure if the timing is good for staff to attend. She said many issues are relevant to Veneta.

Ingham said if she and Victoria Hedenstrom are interested in attending, staff will register them for the event in Silverton at the Oregon Garden.

Ingham said the deadline to run for elected office passed on August 26, 2014. He said two candidates completed the election process; Thomas Cotter and Tim Brooker.

In response to a question from Thomas Laing, Ingham said a total of four packets were provided. He said one of the potential candidates made an offer on a house outside Veneta City limits, so she chose not to submit her signature sheets.

Ingham said Bork wants to talk about the Economic Opportunity Analysis (EOA) and how the Planning Commission would play a role as a technical committee along with the City Council and three to five community stakeholders to participate as a Joint EOA Committee.

Bork said originally as part of the Comprehensive Plan update the Planning Commission was going to be the technical review body for the entire process but because the economic portion (visioning and policy setting) that Bob Parker and the University of Oregon (U of O) students are working on, is more involved, staff didn't feel that the Planning Commission should be the only members on the committee because the visioning and policy setting effects the greater community. Based on that, she would like to schedule four joint meetings with the City Council, Planning Commission and three to five community stakeholders

between now and the end of December. The Joint Committee meetings would be held from 5:30 p.m. to 7:00 p.m., prior to the Council meetings. Staff will outreach to three to five community stakeholders to sit on the Committee.

Ingham said Mr. Parker and his team had some Planning Commission meeting dates so the first meeting would keep with his schedule of October 7th, at 5:30 p.m. prior to the next Planning Commission meeting. He said the other three meetings would be prior to regular Council meetings; October 27th, November 17th, and December 8th. He said each meeting will run 90 minutes to two hours so some of the regular meetings will not start until 7:30. He said this is an opportunity for the Planning Commission and City Council to assist with setting the vision and determine Veneta's focus on economic development; how do we pursue it and roll up into a broader vision. He said the outcome of the meetings is to produce Veneta's next economic strategy.

Mayor Larson said the economic summit conflicts with the October 27th meeting.

Ingham said he and Bork will come up with three to five community stakeholders and with Mayor Larson's approval, the stakeholders will be involved in the entire process. He suggested Jason Alansky from Siuslaw Bank, a Chamber member, and Herb Vloedman who attends Council meetings on a regular basis and provides a lot of good input. He suggested keeping the stakeholders to less than five. Ingham said he will see that information about the meeting dates gets confirmed and distributed as soon as possible.

Ingham said Thomas Cotter has been asked to participate on the Lane Economic Committee. He said if you would like to provide any input please send questions or concerns to him and he will pass them on to Thomas Cotter or you can send them directly to Thomas Cotter. Ingham said the Lane Economic Committee is asking all rural cities for assistance with an Economic Plan for all of rural Lane County.

Ingham said on behalf of the grant application that Babits submitted for the HEAL Cities program, the City of Veneta was awarded \$7000 to complete the conceptual design for the multi-purpose path from Veneta and Elmira. He said no award was funded for the first project; the agreement with the school district regarding Veneta Elementary.

In response to a question from Mayor Larson, Ingham said if the Council directs City staff to pursue the agreement with the school district, staff will continue with that project.

In response to a question from Brittany Boothe, Ingham said the City put in a sizable match of \$20,000 for the multi-purpose path so Schauer has started the conversation with the City Engineer. He said it will take \$20,000 to \$35,000 just to cover the preliminary engineering report. He said there are some huge challenges with that project.

In response to questions from Victoria Hedenstrom, Ingham said we didn't go to Lane County for a financial contribution but we got a letter of support from Commissioner Bozievich. He said there's no way we could get a match out of Lane County that quickly. He said now that we know we have a deliverable to meet, we'll get the cost proposal back from Branch Engineering. If we can't "find" enough money, we'll have to scale the scope of the project back and/or look for other money. He said it's a reflection of the good work that Babits did and that the Council focused in on the right project.

Bork said another way we partner with Lane County is to make sure the path project gets included in Lane County's Transportation System Plan which likely they'll do. She said because it's a project outside City limits, it needs to be in their Plan.

In response to a question from Thomas Laing, Ingham said he made the request to Commissioner Bozievich to waive the rental fee for camping at Zumwalt when he and Mayor Larson met with the new County Administrator, stressing the need for that. He said we will continue to push the subject with Commissioner Bozievich.

Ingham said there is a Chamber luncheon on Wednesday which Thomas Cotter will be attending.

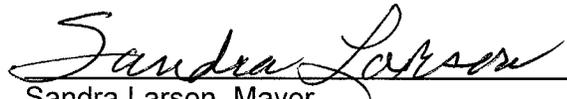
Mayor Larson said the Oregon Mayor's Association "If I were Mayor" contest will be going out soon with the same deadline date.

Hartz said the auditors will be here September 25th and 26th.

Schauer said the Request for Proposals is closing on the poplar plantation. He said he is expecting two but hasn't received anything to date.

7. ADJOURN

Mayor Larson adjourned the Veneta City Council at 8:42 p.m.


Sandra Larson, Mayor

ATTEST:


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