

CITY OF PILOT ROCK

Council Meeting

May 6, 2014

7:00 PM

A. Called to Order

The Regular meeting was called to order by Mayor Carnes at 7:00. Council members present were Kacie Moss, Ray Corwin, Raymond Doherty, Michael Baleztena and Jim Hinkle. Also present were City Recorder Teri Porter, Steve Draper and Chief Richman. Citizens present were Mary Lue Slabik, and Pastor Harley Jeffers.

A. INVOCATION

Pastor Harley gave the invocation.

B. PLEDGE OF ALLEGIANCE

C. APPEARANCE OF INTERESTED CITIZENS

None

D. PRESENTATIONS

None

E. ACTION ITEMS

F-1 Community Days

In Jackie Careys absence, Mayor Carnes asked Council to allow the City to sponsor the annual Community Days event. There was a breif discussion that by the City sponsoring the event the event would be covered under the City's insurance at no additional cost. **On a motion by Councilor Corwin and seconded by Councilor Moss, Council agreed to do the annual sponsorship for community days. All present voted yes.**

Councilor Baleztena phoned earlier to let us know he would be late to this meeting. Due to Raymond Doherty's abstention from his brothers annexation issue and Councilor Corwin's abstention from his variance issue, F-2 and F-3 were table until Councilor Baleztena was present.

F-4 Ordinance No. 562 Amending the M-2 Zoning Ordinance

Teri explained to Council the need to amend the Zoning Ordinance for the Heavy Industrial Zone. The way it is currently stated it would not allow for any development other than an expansion of an existing building. Teri presented Council with the amended ordinance and asked them to pass the ordinance. Teri read Ordinance No. 562 in title only. **On a motion by Councilor Hinkle and seconded by Councilor Moss, Council agreed to approve the first reading of Ordinance No. 562. All present voted yes.**

F-5 Resolution No. 557, Transferring Funds in the Library Fund.

Teri explained that the Librarian line item of the Library fund is short due to the payout of vacation when Cheryl Lopez left. She is requesting that we move the needed money out of the contingency line item of the

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library contingency fund. **On a motion by Councilor Moss and seconded by Councilor Hinkle, Council approve Resolution No. 557 transferring funds in the library. All present voted yes.**

F-6 Approval to Upgrade Springbrook Accounting Software

Teri explained that Springbrook, the accounting software, has not been upgraded in many years, there have been 17 new releases since the last time we were upgraded. We are falling behind and really need this upgrade. The cost of the Upgrade/ migration and training is \$13,670. Steve explained that as much as he hates to spend money, Springbrook is the best program for Utility Billing, and accounting for municipalities. Councilor Corwin suggested looking into a maintenance contract with Springbrook that we could pay on a yearly basis that would automatically upgrade our system. **On a motion by Councilor Corwin and seconded by Councilor Moss, Council agreed to approve the cost of the upgrade to the Springbrook Accounting software and look into an annual fee that would pay for upgrades when they occur. All present voted yes.** Teri explained that she will present a resolution to transfer the money from contingency at the next meeting.

F-2 Annexation on NW Cedar

Teri Porter reminded Council that we have already held the public hearing for this matter on November 19, 2013. At the time of the hearing Mr. Doherty stated that he might be trading some property with Mr. Clauson, which would change the legal description of the property being annexed. While Council was in favor of the annexation they decided to table the decision until after the legal description issues were resolved. Mr. Doherty states that the land swap will not happen so the existing legal description is accurate. Teri asked Council to consider the "Consent to Annex" that was included in their packet. There was discussion regarding the condition of the consent to annex, that the property owner would be responsible for extending city utilities. It was decided that since Mr. Doherty would be tying into the water line across from Pacific Pride and run across his neighbors property, there would be no need to extend the water line to his property at this time. Mr. Doherty pointed out that the City intends to run the line all the way up the street, at that time he can tie in directly to the City line. There was discussion about what size line he would need to satisfy his insurance company, future partitioning of the property and extending services at that time. Teri also explained that were he to partition that property into several lots, once in the City limits he would have to come before council and ask permission. There was discussion to amend the Consent to Annex that Mr. Doherty would receive a meter, for a fee, the water line from the meter on would run on private property. No one else is allowed to hook on to that line without permission from the Council. Councilor Raymond Doherty abstained from any vote on this matter as he is Mr. Doherty's brother. **On a motion by Councilor Baleztena and seconded by Councilor Corwin, Council agreed to approve the Consent to Annex with the amendments. All present voted yes.**

Mr. Doherty stated that the building will be shipped the first week of July and asked what the next step is to get the services. Steve explained that he will start looking into what supplies are needed. Teri explained that if the first reading of the Ordinance is approved today and the second reading approved on May 20, 2014, then it would be in effect and she would have it recorded by the 21st. Steve said he could have the prices

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ready by the same time. Teri read the Ordinance in title only. **On a motion by Councilor Baleztena and seconded by Councilor Hinkle, Council agreed to approve the first reading of Ordinance No. 561. All present voted yes.**

F-3 Variance at 988 SW Cedar

Teri explained that the Planning Commission held a public hearing on April 12, 2014, to hear testimony regarding the variance. The Planning Commission deliberated and made the decision to allow the variance. Per the Planning Commission Ordinance, Council must approve the decision. Councilor Corwin abstained from any vote as he is the owner of the property in question. **On a motion by Councilor Baleztena and seconded by Councilor Moss, Council agreed to approve the variance at 988 SW Cedar. All present voted yes.**

G INFORMATION ITEMS, REPORTS AND PRESENTATIONS

G-1 Department Head Report

CITY HALL:

1. Working on the budget that was approved by the Budget Committee, preparing for public hearing on May 20, 2014.
2. Planning Commission held a Public Hearing on April 21, 2014, to consider a variance.
3. American Tower is now current on all payments. They had an error in their system and we were not receiving the additional revenue from the addition of Verizon onto their tower.
4. Have moved out of the file room in the Council Chambers and into what was the Police Dept. Its nice having all my files close at hand.
5. Preparing for upcoming elections.
6. Darren and I are working on putting together the deed for the Bike Pit property. Have contacted Steve Haddock to draw up the legal description with the needed easements.

Teri added to her report stating that in addition to the Mayor we have 3 Council seats coming up for re-election. Those Councilors are Deno, Moss and Hinkle. Teri provided them with an elections packet and informed Council that notices will be posted in town, on the website and in the EO.

POLICE DEPARTMENT:

1. Have moved into the new Police Dept. by the Council Chambers. Just working on putting stuff away.
2. Working on ordinances.

PUBLIC WORKS:

1. Remodel of the new Police Dept. offices are complete.
2. Set new flag pole forms.
3. Community clean up is next weekend. We will have 4 dumpsters sat and sun at the City shop.
4. Would like to ask the citizens to please weed and clean up in front of their properties to the street.

Steve Draper added to his report, stating that he had attended a meeting with DEQ and the City engineers regarding DEQ's requirement of the City to do a feasibility study to determine options to upgrade the lagoons. It was very helpful to find out in what direction we would need to go. It helps in the cost of creating the feasibility study as it weeded out

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options that are not viable.

H. CONSENT CALENDAR

On a motion by Councilor Corwin and seconded by Councilor Baleztena and seconded by Councilor Hinkle, Council agreed to approve the consent calendar. All present voted yes.

I. CITY COUNCIL COMMENTS

Councilor Moss announced that she is expecting. All were happy to hear the news. Councilor Moss also appreciated Michelle Casady (who was present at the meeting) along with the entire Planning Commission for taking on the planning issues, it's not an easy task, she appreciates their efforts.

Councilor Corwin, also appreciated the Planning Commission, for holding a special meeting for the public hearing to consider the variance at his property.

Councilor Baleztena asked for an update on the stairs. Steve stated that he has met with John Fenton the property owner of the duplex , who would be willing to purchase the property next door, but feels the price is too high. Steve is trying to get in contact with Greg Smith the owner of the property next door to see if he is willing to come down on the price. Once the property is acquired, Steve suggests that the City approve allowing him to tear down the old house, removed the debris, level it and gravel it, in exchange for Mr. Fenton paying for hauling off the debris and granting the City an easement for a path to the stairs.

Councilor Doherty asked where we are on the Koch payments. Michelle Casady was also curious why this has dragged on so long. Council was reminded that Mrs. Koch refused to meet with Councilors Moss and Baleztena and preferred to have all communications regarding the issue done through her attorney. A letter was then sent to her attorney, we have not heard back. Council asked that the item be put on the agenda for the next Council meeting in Executive session.

Mayor Carnes reminded everyone that tomorrow is the City's annual clean up day and kids from the high school will be helping to clean up.

Mayor, Teri and Michelle, commented on what a wonderful event the First Citizen Banquet was this year.

J. EXECUTIVE SESSION: None

K. ADJOURNMENT

On a motion by Councilor Baleztena and seconded by Councilor Corwin , Council agreed to adjourn at 8:02 pm. All present voted yes.

APPROVED _____

ATTEST _____