

CITY OF PILOT ROCK

COUNCIL MEETING

APRIL 19, 2011

7:00 PM

A. ROLL

The regular meeting was called to order by Mayor Virginia Carnes at 7:00 PM. Council members present were Kacie Moss, Annie Tester, Glen Snively, George Hall, and Shawna Kirk. Also present were City Recorder Jackie Carey, Chief Darren Richman, Public Works Supervisor Steve Draper, Mary Lue Slabik, Samantha Tipler, Katie Weinke, Mark Street, Tracy Suttle, Lynette McEntire, Buck McEntire, David Allstott, Scott, Waggoner, Mark Dickey, Aaron Hadden, Sandra Suttle, Billy Jones and Mike Nelson.

B. INVOCATION

Mike Nelson gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

Mary Lue Slabik asked where the PA system was. Slabik asked the Council for the reasoning behind the water and sewer increase since both funds had a cash carryover. Mayor Carnes asked Recorder Carey to explain the reason behind the rate increases.

Carey stated each fund should always have a cash carryover. The cash carryover is part of the revenue source for the next year. The sewer fund is spending more money each month than it receives in revenue. The water and sewer funds should be treated like a business. You cannot stay in business if you spend more than you take in. The water and sewer rates have not been increased for 3 years. The cost of living has increased which includes the materials and supplies each fund needs to purchase. The employee wages have not increased for two years.

E. PRESENTATIONS

No presentations.

F-1 HIRING A CITY RECORDER

Councilor Kirk advised the Council is still in the review process. Kirk would like to set up another special Council meeting to discuss the hiring of the city recorder. The Council set Wednesday, April 27, 2011, at 6PM as the next special meeting.

F-2 FUTURE BIKE PIT EVENTS

Mark Street and Tracy Suttle from the Bike Pit Board addressed the Council regarding 4 annual bike pit events. They would like permission to have the following: their annual dinner, with camping and races, 2 other races with camping and on Community Days races and camping. The specific dates have not been established yet.

Councilor Hall requested a copy of the events and so they can be posted at City Hall.

Councilor Tester asked about insurance coverage. The Board purchases additional insurance for the races when they charge a fee. The City of Pilot Rock is listed as the additional insured on the additional insurance for events.

The Board stated they would have a list of events by the next council meeting to present to the Council for their approval.

Councilor Hall would like the City to send the event calendar to CIS to see if there are any changes to the policies regarding coverage.

The Council requested that the Board come back before the Council 60 days prior to an event and provide them with proof of insurance.

Councilor Hall asked about the nonprofit 5013c application. Mark Dickey, CPA, stated he will start the 5013c process now that tax season is over. He advised it would be completed this year. Dickey thanked the Council for all their help. Dickey invited the Council to call them about the process.

F-3 PURCHASE GATOR OR GOLF CART

For the past 10-12 years the City has used a golf cart around town for day to day operations such as meter reading and replacement, weed eating, maintenance at the park, plus several other day to day activities throughout the community. The City's golf cart went to golf cart heaven on November 2, 2010. Draper asked permission to replace the golf cart with a good used gator or golf cart with expenditures not to exceed \$10,000.

Councilor Kirk would like more information first before she wants to make a decision. Draper advised he would bring back to the Council the information on a specific item before he purchased it. He has gotten a cost of a new gator for \$9500, which would last 20 years and get 20-30 mph. It would pay for itself in the savings on fuel by using the gator instead of the 1-ton. Aaron Hadden stated to replace the 1-ton would cost \$50,000. Draper estimated the City could save 70% of the time on the 1-ton if they had a gator.

Councilor Hall asked Draper to look at a diesel gator. Draper stated he talked to staff at Wildhorse Resort that used diesel gators and they had problems because of all the start and stop is hard on the diesel.

On a motion by Kirk and seconded by Hall the Council asked Draper to continue research on a gator or golf cart and bring back the information at the next meeting. All members present voted yes.

F-4 PARK & RECREATION DISTRICT AGREEMENT

This is a renewal agreement with the Pilot Rock Park and Recreation District (Community Center). The current agreement has expired. Staff suggested a couple of changes to the past agreement. The City does all the reservation and collecting fees for the rental of the Community Center. This takes additional staff time and the City is not reimbursed for this time. We suggested exchanging 2 free rentals for the time spent on the Community Center rentals.

We gave the draft copy of the agreement to the Park and Recreation District for their review. They changed the Agreement to read 2 free meetings, *but not for meetings where food is to be served.*

Katie Weinke, board member of the Park and Recreation District, gave the Council some history of the Community Center. She stated the reason for no food on the two free rentals was the cost to the District for the collection of the garbage. Staff suggested that the City remove the garbage since the City does not have to pay for garbage collection. Draper stated the City mows and sprays the weeds at the parking lot.

Councilor Hall suggested that Carey, Draper and Richman negotiation the terms of the agreement with the Park and Recreation board and then come back to the Council with the agreed terms. The next Park and Recreation Board meeting is April 25th at 7:30 PM.

G-1 DEPARTMENT HEAD REPORT

See the attached Department Report # 33.

Chief Richman advised that the Crown Vic has an oil leak. The cost for repairs is \$243.99.

Chief Richman stated there were several changes to the codes that he would like direction from the Council. He would to change where it states Management Team to Department Heads. He also would like to change the abandon vehicle and nuisance ordinances to include residential and commercial not industrial for violations to the ordinances.

On a motion by Snively and seconded by Kirk the Council adopted the changes as outlined by Chief Richman to the codes. All members present voted yes.

Hall would like the codes brought back to the Council after the changes for approval.

G-2 REVIEW ORDINANCE NO. 519

Kirk asked the Council to review Ordinance No. 519, Council Rules. On a motion by Kirk and seconded by Tester the Council approved deleting Section 2C, Council Vice-President. All members present voted yes.

All information needs to be brought back to the entire Council. There was some discussion regarding individual council members contacting staff. Hall states it is not black or white. Council needs to be able to communicate with staff. You cannot limit contacting staff.

Kirk stated that was not the intent that Council could not contact staff. It was referring to written information. All members need to receive the same written information.

Snively feels left out as a council member, that he is not receiving the same information as some of the other members.

The Council took a recess from 8:16 PM to 8:20 PM.

Hall asked the Council for permission to talk another 5 minutes. The Council gave their approval.

The reason for limiting contact with staff is to slow down the information received from City Hall to use it as an advantage on a specific topic. It was not for eliminating conversation with staff for decision making. A single council member cannot make a directive to any employee.

On a motion by Kirk and seconded by Tester the Council will put Ordinance No. 538 on the May 3rd agenda for review. All members present voted yes. Moss advised she did not receive Ordinance No. 519 electronically. Carey advised she would look into the matter.

H. CONSENT CALENDAR

On a motion by Tester and seconded by Kirk the Council accepted the consent calendar as presented. All members present voted yes.

I. COUNCIL COMMENTS

None

J. EXECUTIVE SESSION

The Council went into executive session under ORS 192.660 (2)(b) Discipline of Public Officers and Employees (Virginia Carnes and Steve Draper) at 8:30 PM. The Council came out of executive session at

On a motion by Kirk and seconded by Hall the Council requested all agreements between the Bike Pit and City be provided for the second council meeting in May. All members present voted yes.

K. ADJOURNMENT

The meeting was adjourned.

APPROVED _____

ATTEST _____