

CITY OF PILOT ROCK

CITY COUNCIL MEETING

October 4, 2011

7:00 PM

A. ROLL

The regular meeting was called to order by Mayor Virginia Carnes at 7:00PM. Council Members present were Kacie Moss, Annie Tester, Michael Baleztena, George Hall, and Shawna Kirk. Also present were City Recorder Teri Porter, Public Works Supervisor Steve Draper and Police Chief Darren Richman, Steve Haddock, and Pastor Harley Jeffers.

B. INVOCATION

Pastor Harley gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

Public comments will be limited to 3 minutes as per ORS. #519, Sec. 8:B,D,E. Must sign the Roster to speak.

E. PRESENTATION

F-1 City Park / Mr. and Mrs. Slabik Time Line

Because this issue is going to be discussed in Executive Session, Council chose to review the time line at that time.

Mayor Carnes stated that there were two additional items to be added to the agenda. On a motion by Councilor Kirk and seconded by Councilor Hall Council agreed to add Chief Richman's staff report about the CIS grant cameras as F-4 and Teri Porters staff report about the land partitioning as F-6.

F-2 Resolution to accept Cascade Natural Gas Agreement

Teri Porter stated that Council now has the completed and correct ordinance before them. This Ordinance has been discussed in the last few meetings and now requires a vote by Council. On a motion by Councilor Kirk and seconded by Councilor Hall Council agreed to accept Ordinance No. 551 renewing the Cascade Natural Gas Franchise Agreement. All present voted yes.

F-3 Steve Draper Vacation Request

Steve Draper asked Council to approve his vacation to be taken October 24 through November 1, 2011. On a motion by Councilor Baleztena and seconded by Councilor Tester, Council agreed to approve Steve's vacation request. All present voted yes.

F-4 Administrative Staff Job Description

Chief Richman addressed Council regarding the Administrative Staff guide lines that was presented to Council during the Work Session on September 20, 2011. At the regular Council meeting on September 20th Council asked that the Administrative Staff guidelines be included on the next meetings agenda for approval. On a motion by Councilor Tester and seconded by Councilor Kirk, Council accepted the Administrative Staff Guidelines as presented. All present voted yes.

F-5 CIS Grant Cameras

Chief Richman stated that we had applied for and received a grant for \$4000 from CIS to be used for the security of the City. The Chief is requesting to spend \$3630 as shown in the quote presented to Council. This is a 10 camera system and it will run on the internet school system, so we can look at it online. There will be very limited access to the system. The Chief discussed the other bids that were presented to Council but felt that for the money the Super Circuits was the most reliable for the money. Super Circuits will guarantee the system for 3 years. Everything that we need should be included but is asking for approval to spend the full \$4000 for anything else that might arise relating to these cameras. Councilor Hall asked questions regarding to who has access to view what is being filmed. Chief Richman said that the monitor is in a closed office and you would need a password to access it. Councilor Hall also suggested calling CIS to check if there are any issues that might arise from recording people and that we should have a policy in place. Chief stated that there are signs coming with the system to warn people that they are under surveillance and he has already talked with Gordon at the school. On a motion by Councilor Kirk and seconded by Councilor Hall Council agreed to approve the request to purchase the cameras not to exceed the \$4000. All present voted yes.

F-6 Land Partitioning

Teri Porter stated that we are now in a situation where the City needs to do a tax lot split at the Industrial Park property. Doing this will help move the process of partitioning the land along and the County will be more receptive to the plan. On a motion by Councilor Hall and seconded by Councilor Kirk Council approved the permit to do a tax lot split of the property. All present voted yes.

G-1 Department Head Report

Chief Richman stated that he was contacted by the students who want to have a noise parade on the 21st starting about 5:30 starting on Cherry heading down Main St down the Hwy to the football field. On a motion by Councilor Kirk and seconded by Councilor Baleztena Council agreed to approve the noise parade. All present voted yes.

Teri Porter stated that she had a fender bender while she was in Portland attending the City Records Conference. She was parallel parking and there was a short wrought iron something that she could not see in her mirror and hit it leaving marks on the underside of the rubber part of the rear bumper. An incident report was filled out. Teri also stated that the auditors have completed their field work, there are still some items she has to research for them but the bulk of it is done. She stated that they were very respectful and pleasant to work with.

Mayor Carnes asked the Chief if he had anything to report on the hiring of a new officer. Chief Richman stated that the amount of applications is disappointing and he would like to run the ad again this weekend and see if we can get a few more.

Councilor Tester asked Steve Draper about the note in his report regarding the work on the John Deer. Steve clarified it is the lawn mower that is needing the work.

H. CONSENT CALENDAR

On a motion by Councilor Kirk and seconded by Councilor Tester Council agreed to accept the consent calendar. All present voted yes.

I. CITY COUNCIL COMMENTS

Councilor Kirk stated that a concerned citizen asked her to bring it to the City's attention that the bridge just below the Community center heading toward the mill needs repair. Steve Draper said that would be a pretty costly repair so he does not see it getting done this year and will have to budget it in the future.

Councilor Kirk also asked for an update regarding combining the 3 personnel policies into 1. The Chief and Steve stated that that is what we just did, but there are still items in it that need review.

Councilor Hall asked what is the maximum amount staff can spend without bring it to Council. Steve replied..\$1000. Councilor Hall asked that if item purchased even under \$1000 but have the potential of causing more expense in the future that those items be brought before Council as well.

J. EXECUTIVE SESSION ORS 192.660(2) (e) Real Property

Council went into executive session at 7:24

Council came out of Executive session at 8:10

On a motion by Councilor Kirk and seconded by Councilor Tester Council directed staff to continue talking with the attorney and CIS regarding their decision. Staff was also directed not to initiate contact with Mr. and Mrs. Slabik until after we have spoken with CIS and the Attorney and returned to Council with that information.

On a motion by Councilor Kirk and Seconded by Councilor Tester Council asked staff to come back to Council with options regarding the Mary Koch payments.

K. ADJOURNMENT

On a motion by Councilor Kirk and seconded by Councilor Tester Council adjourned at 8:12 all present voted yes.

APPROVED _____

ATTEST _____