

CITY OF PILOT ROCK

REGULAR COUNCIL MEETING

APRIL 6, 2010

7:00 PM

A. CALL TO ORDER

The meeting was called to order by Mayor Virginia Carnes at 7:00 PM. Council members present were John Standley, Nancy Lankford, Michael Baleztena, Kacie Moss and Shawna Kirk. Also present were City Recorder Jackie Carey, Chief Darren Richman, Public Works Supervisor Steve Draper, Loraine Greene, Pastor Harley Jeffers, Jim Carey, Jim Hinkle, Samantha Tipler, Sam Byrnes, Brad Baird, and Randy Zeigler.

B. INVOCATION

Pastor Harley Jeffers gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS

Jim Hinkle addressed the Council regarding the water line being placed in the wrong place. Hinkle stated it is not placed in the easement location that he signed. Hinkle advised he told a city employee prior to the water pipes being placed. Hinkle said surveyor Steve Haddock told the city employee it was in the wrong place. Hinkle stated Haddock had marked the easement.

Councilor Standley suggested gathering all the facts and research what happened.

Brad Baird from Anderson/Perry stated it is not in the right place. Baird stated they did not receive the easements until July 2009, after they gave the design to the contractors. Baird advised they did not know it was in the wrong place until after it was installed. Baird stated the City was responsible for getting easements.

On a motion by Kirk and seconded by Standley the Council directed staff to come back with a staff report regarding Hinkle's easement. All members present voted yes.

Baird advised the water contractor is requesting his final payment. Baird is going to send them a letter asking them if they have paid all their subcontractors prior to the City paying the final payment.

F. ACTION ITEMS

F-1. ANNUAL CLEAN UP

Mayor Carnes asked to table this until the next meeting. Councilor Kirk advised the Downtown Association is trying to find a way to fund it.

F-3. BYRNES OIL ANNEXATION

Byrnes annexation was moved ahead of Hatley's because Hatley was not present for the meeting. Jim and Sam Byrnes signed a Consent to Annex into the City of Pilot Rock. The area they want to annex is the bulk plant located on NW Cedar Street. The applicants are purchasing additional property to the north side of their property to construct mini- storage units. The property on the north side of the property is already annexed into the City. Since the City does not have a Planning Commission, at this time, this request goes directly to the Council.

On a motion by Standley and seconded by Baleztana the request for Annexation of the subject property into the City of Pilot Rock and the Request for Zoning of the subject property continue as M-2 Heavy Industrial be recommended for approval based on the information, findings and conclusions set forth in Section I through IV and subject to the condition of approval set forth in Section VII of the staff report. All members present voted yes.

F-2 HATLEY ANNEXATION

Jim, Evelyn and Jerry Hatley signed a Consent to Annex into the City of Pilot Rock. The subject property is located off Stock Drive Road. If approved, this action will result in the Annexation of 7.35 acres of land into the City of Pilot Rock, and the zoning of the property will be R-2 Limited Residential. The subject property is designated as Assessor's Map 1S3208D, Tax Lots # 300 and 302.

Steve Draper stated the county road would need to be improved before the City will want to annex it into the City. On a motion by Kirk and seconded by Lankford the request for Annexation of the subject property into the City of Pilot Rock and the Request for Zoning of the subject property be zoned R-2 Limited Residential be recommended for approval based on the information, findings and conclusions set forth in Section I through IV and subject to the condition of approval set forth in Section VII of the staff report. All members present voted yes.

G-1. DEPARTMENT HEAD REPORTS

The Council liked the idea of Rollie Winks at the Pilot Rock Hardware giving out a key to the burn pile on the weekends.

G-2. MARKETING INDUSTRIAL PROPERTY

Draper would like to have a work session with the Council regarding marketing the industrial property. The Council agreed upon April 16th at 10 am.

G-3. COUNCIL CHAMBERS GUIDELINES

The Council asked the City Recorder to prepare guidelines for renting the Council Chambers. We received copies from other cities rental guidelines, which we used as a template for our draft provisions.

Recorder Carey advised that Mayor Carnes has some good comments in regards to including Group 2 in with Group 1. Carey asked the Council to review the draft and advised at the next council meeting what changes they would like to see.

Councilor Standley stated it is a taxpayer's building and it does a lot of good for the community. Councilor Lankford does not feel it is a conflict with the Community Center. Councilor Kirk would like to combine group 1 and 2. Carey stated she would like to require that the room be returned back to the way they found it. The Council suggested a diagram be posted explaining where the tables and chairs should be located.

G-4. TRUCK SCALES

Councilor Kirk declared a conflict. The City received a letter from Bill Woodfin regarding an agreement that he made with Paul Koch regarding the scales. Paul Koch agreed it would be advantageous for both parties to continue allowing Kinzua Lumber the use of the electronics and computer weigh system as long as Kinzua Lumber maintained the mechanics.

Councilor Standley would like to see the gates locked at night. The facility cannot be left opened at night. Draper will contact Kinzua Lumber and report back to the Council regarding securing the area.

G-5. SWIM PROGRAM

Staff has compiled figures regarding the costs and revenues for the swim program from last year's swim program. Last year the total net expenses were \$1828. We averaged 28 children a day. We sold a total of 89 passes last year, which ranged from 7 days to 21 days. We had 12 children that took swim lessons.

Councilor Standley suggested contacting Cascade Natural Gas, Charter, Wildhorse, Boise Cascade and Wal-Mart for some grants to help pay for the program.

G-6. RESEARCH FUNDING

Draper contacted State of Oregon regarding the funding of the water project. He was told it has to be done prior to project being done.

Councilor Standley would like to know what the \$250,000 loan was spent on. Carey stated the City was short \$256,000 because Kinzua did not renew their lease. Councilor Kirk would like a breakdown on the water project, where the money came from.

Carey advised she had an appointment with the City auditor, who advised we needed to make some changes to the budget this to be in compliance. Carey stated she still needs some further assistance from the auditor on the supplemental budget. Councilor Lankford stated she would like the Council to give Carey permission to get the help she needs.

H. CONSENT CALENDAR

Councilor Kirk had a question regarding a physical for an employee. Staff advised it was for his CDL license. Kirk also asked why an employee didn't use the city car to do city business instead of their personal car. Carey stated she didn't even think about it. On a motion by Kirk and seconded by Lankford the consent calendar was approved. All members present voted yes.

I. COUNCIL COMMENTS

Councilor Moss asked if the City has received the insurance policy from the Bike Pit for their dinner. Staff advised they had not received it yet, but the City will receive it prior to the dinner.

J. EXECUTIVE SESSION

The Council went into executive session under ORS 192.660 (2)(e) Real Property at 8:40 PM. Councilor Kirk declared a conflict of interest and left the building. The Council came out of executive session at 8:58 PM. Kirk came back to the meeting.

On a motion by Standley and seconded by Lankford the Council instructed staff to contact Mautz & O'Hanlon to proceed with collections of delinquent payments. Standley, Lankford, Baleztena, Moss voted yes. Kirk abstained.

K. ADJOURNMENT

On a motion by Baleztena and seconded by Moss the meeting adjourned at 9:00 PM.

All members present voted yes.

APPROVED _____

ATTEST _____