



CITY OF PRINEVILLE
Regular Meeting Brief

387 NE Third Street - Prineville, OR 97754
541-447-5627 ph 541-447-5628 fax

Full Meeting Recordings Available at:
<http://cityofprineville.com/meetings/>

City Council Meeting Brief
August 13th, 2019

Council Members Present:

Steve Uffelman
Patricia Jungmann
Gail Merritt
Jason Beebe

Teresa Rodriguez
Jeff Papke
Janet Hutchison

Council Members Absent

None.

Additions to the Agenda

Creekside Beer Garden Liquor License Application has been added to the consent agenda WITH copies distributed prior to meeting.

Consent Agenda

- A. Regular Meeting Brief 7-23-19
- B. Liquor License Renewals
- C. Creekside Beer Garden Liquor License Application

Councilor Papke made a motion to approve the Consent Agenda as presented. Motion seconded. No discussion on motion, motion carried.

Visitors, Appearances and Requests:

A. Prineville Disposal Annual Update – Steve Holliday

Steve Holliday, Prineville Disposal Owner provided a recycle update to council. Mr. Holliday explained that the growth and demand has increased significantly meaning more equipment and trucks to meet the demand.

Councilor Papke provided a Solid Waste Committee Meeting summary of the meeting that they had with Prineville Disposal prior to the council meeting. Councilor Papke explained that the committee spent a good amount of time going over financial statements and projections that were made for the next five years as well as percentage increases from 1 – 5 % for revenue and

expenses. Councilor Papke explained that after reviewing everything, the committee felt the 3 % increase was the best.

Steve Forrester, City Manager explained the profit margin range and checks and balances that have been put in place to review this franchise annually. Mr. Forrester said that we can review again in six months to see how this 3 % increase is working for them and their margin to keep them whole.

Discussions continued regarding rates getting too high for people to pay and end up with a garbage problem; and the landfill increasing their rates over 40% at which time an additional increase in rates may be needed. Mr. Holliday explained that he will wait on the landfill rates before notifying of his increase so that it will only be one increase.

Councilor Papke made a motion to approve a 3 % rate collection increase for Prineville Disposal. Motion seconded. No discussion on motion. Motion carried.

B. Public Appearances

No one else came forward.

Council Business

A. Intent to Award 2019 Prairie House Sewer Project – Mike Kasberger

Mike Kasberger, Assistant City Engineer presented the staff report explaining that this is an aging corrugated pipe that needs to be replaced.

Councilor Merritt made a motion to approve the intent to award the 2019 Prairie House Sewer project to Bar Seven A Companies in the amount of \$47,740.00. Motion seconded. No discussion on motion. All in favor, motion carried.

B. Intent to Award Materials Crushing Contract – Scott Smith

Scott Smith, Street Superintendent presented the staff report highlighting that this will actually be saving money by crushing existing discarded materials rather than purchasing.

Councilor Rodriguez made a motion to approve the intent to award the materials crushing contract to Taylor NW in the amount of \$92,355.00. Motion seconded. No discussion on motion. All in favor, motion carried.

C. Planning Commission Update – Josh Smith

Josh Smith, Planning Director explained that there is a vacancy on the Planning Commission, and it will be advertised in the paper and on the website.

Staff Reports and Requests:

A. Manager’s Report

Steve Forrester, City Manager reported: The League of Oregon Cities conference is coming up in September in Bend; the annual city golf tournament is August 22nd at 5:45 P.M.; there is a Facebook workshop at 11:00 A.M. here tomorrow; the splash pad is very close to opening and had a few issues to resolve; we continue to work on a biomass opportunity for forest health management; and we will be touring a biomass facility in the Eugene area on August 23rd.

B. Year End Financial Report – Liz Schuette / Lori Hooper

Liz Schuette, Finance Director and Lori Hooper, Accounting Manager went through a power point that highlighted all funds ending balances for the fourth quarter; general fund trends; non-departmental expenditures; electrical franchise fees surpassing property tax revenue; and profit and loss statements for the railroad, airport and Meadow Lakes.

C. Committee Reports

Councilor Merritt attended the Central Oregon Intergovernmental Council (COIC) Board meeting and they are re-organizing departments; and last week she had her fair hat on.

Mayor Uffelman attended a Community Renewable Energy Association (CREA) meeting to look at Sosmart Solar projects; attended the Oregon Mayor’s Association (OMA) meeting and training; attended an Ochoco Forest Collaboration meeting to negotiate a contract for staffing; and Central Oregon Association of Realtors (COAR) regarding a planning and building meeting with Economic Development of Central Oregon (EDCO).

Ordinances:

A. Ordinance No. 1253 – Clarify Land Use Process and Procedures (FIRST PRESENTATION) (PUBLIC HEARING) – Josh Smith

Mr. Smith went over the general purpose of the amendments due to everything else already being covered in the workshop.

There were no questions.

Mayor Uffelman opened the public hearing portion of the meeting.

No one came forward.

Mayor Uffelman closed the public hearing portion of the meeting.

Councilor Hutchison made a motion to approve Ordinance No. 1253 for its first presentation. Motion seconded. No discussion on motion. All in favor, motion carried.

Resolutions:

A. Resolution No. 1407 – Authorizing City to Submit for CDBG Grants – Lisa Morgan

Lisa Morgan, City Recorder / Risk Manager explained that this resolution is formalizing the Council’s previous decision to move forward with submitting two grant applications, and is required to submit with the applications.

Councilor Beebe made a motion to approve Resolution No. 1407. Motion seconded. No discussion on motion. All in favor, motion carried.

B. Resolution No. 1408 – Exercising Power of Eminent Domain – Scott Smith

Mr. Smith explained that he had ODOT representatives present to explain the eminent domain process and presented the staff report.

Caleb Stephens, ODOT Right of Way explained that this is for a temporary construction easement and is for the property owner’s protection as well as ODOT. This easement will be for a Rails to Area work area only and will only be needed approximately two weeks. This will ensure that the two property owners will receive fair compensation as well. The property owners are supportive of the project and understand the need so exercising eminent domain most likely will not be needed, but if it is they will be in place.

Councilor Merritt made a motion to approve Resolution No. 1408. Motion seconded. No discussion on motion. All in favor, motion carried.

C. Resolution No. 1409 – Exercising Power of Eminent Domain – Scott Smith

Mr. Smith explained that a separate resolution has to be done for each property.

Councilor Jungmann made a motion to approve Resolution No. 1409. Motion seconded. No discussion on motion. All in favor, motion carried.

D. Resolution No. 1410 - Approving Amendment No. 1 to Agreement No. 32422 with ODOT – Scott Smith

Mr. Smith presented the staff report and explained that one of the main purposes for this amendment is to change the ODOT agency contact for the Rails to Trails project.

Councilor Hutchison made a motion to approve Resolution No. 1410. Motion seconded. No discussion on motion. All in favor, motion carried.

E. Resolution No. 1411 – Approving Signal Maintenance Agreement with ODOT – Scott Smith

Mr. Smith presented the staff report stating that ODOT has been really good about coming out to fix the city owned signal when needed on Main Street. ODOT has always done this without an agreement in place since the city doesn't have the ability to maintain, and now we are formalizing by having an agreement.

Councilor Jungmann made a motion to approve Resolution No. 1411. Motion seconded. No discussion on motion. All in favor, motion carried.

F. Resolution No. 1412 – Approving a Professional Service Contract with Mount Hood Environmental – Steve Forrester

Mr. Forrester provided the background information and went over the qualifications for Mount Hood Environmental, and the need for these services in seeking a fish passage waiver.

Jered Reid, City Attorney went over the legal aspects of a direct award.

Councilor Hutchison asked if the county would be sharing in the costs of these services.

Mr. Forrester explained that yes they would be sharing in the costs by the county reimbursing the city for the costs.

Councilor Beebe made a motion to approve Resolution No. 1412. Motion seconded. No discussion on motion. All in favor, motion carried.

G. Resolution No. 1413 – Approving a Personal Services Agreement with Baer Consulting – Zach Lampert

Zach Lampert, Head Golf Pro / Facility Manager presented the staff report explaining that Baer has extensive experience in this area and will design the improvements and oversee the project. The construction work will actually be a competitive bid process.

Councilor Rodriguez made a motion to approve Resolution No. 1413. Motion seconded. No discussion on motion. All in favor, motion carried.

Visitors Appearances and Requests:

No one came forward.

Meeting adjourned to Executive Session pursuant to ORS 192.660 (2) (e) – Real Property Negotiations at 8:15 P.M.

Meeting reconvened to open session at 8:41 P.M.

Adjourn

Councilor Rodriguez made a motion to adjourn the meeting. Motion seconded. No discussion on motion. All in favor, motion carried.

Meeting adjourned at 8:41 P.M.

Motions and Outcomes:

Motion:	Outcome	Beebe	Hutchison	Jungmann	Merritt	Papke	Rodriguez	Uffelman
Consent Agenda as Presented	PASSED	Y	Y	Y	Y	Y	Y	Y
Motion to Approve a 3 % Rate Collection Increase for Prineville Disposal	PASSED	Y	-	-	Y	Y	Y	Y
Motion to Approve the Intent to Award the 2019 Prairie House Sewer Project to Bar Seven A Companies in the Amount of \$47,740.00	PASSED	Y	Y	Y	Y	Y	Y	Y
Motion to Approve the Intent to Award the Materials Crushing Contract to Taylor NW in the Amount of \$92,355.00	PASSED	Y	Y	Y	Y	Y	Y	Y
Ordinance No. 1253 – Clarify Land Use Process and Procedures (FIRST PRESENTATION) (PUBLIC HEARING)	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1407 – Authorizing City to Submit for CDBG Grants	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1408 – Exercising Power of Eminent Domain	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1409 – Exercising Power of Eminent Domain	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1410 - Approving Amendment No. 1 to Agreement No. 32422 with ODOT	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1411 – Approving Signal Maintenance Agreement with ODOT	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1412 – Approving a Professional Service Contract with Mount Hood Environmental	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1413 – Approving a Personal Services Agreement with Baer Consulting	PASSED	Y	Y	Y	Y	Y	Y	Y
Adjourn Meeting	PASSED	Y	Y	Y	Y	Y	Y	Y

Public Records Disclosure

Under the Oregon public records law, all documents referred to in this session are available at the City’s website. www.cityofprineville.com. An electronic copy of the meeting packet is available for download at www.cityofprineville.com/packets. A full recording of this meeting is available at www.cityofprineville.com/meetings