



# City of Prineville

387 NE THIRD STREET ♦ PRINEVILLE, OREGON 97754

## REGULAR MEETING BRIEF

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

---

### City Council Meeting Brief December 11<sup>th</sup>, 2018

#### **Council Members Present:**

Teresa Rodriguez  
Steve Uffelman  
Dean Noyes  
Jeff Papke

Gail Merritt  
Jason Beebe  
Betty Roppe

#### **Council Members Absent**

None.

#### **Additions to the Agenda**

None.

#### **Consent Agenda**

- A. Regular Meeting Brief 11-27-18
- B. Terry's Jewelry Second Hand License Renewal

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

#### **Visitors, Appearances and Requests:**

##### **A. Department of Environmental Quality Award Presentation**

ShanRae Hawkins, Stingray Communications shared an announcement regarding another award for the Crooked River Wetlands project and shared some of the positive words she has heard in the community regarding the Crooked River Wetlands project. Ms. Hawkins read the press release for the Pisces award and introduced Alan Henning an EPA Specialist and OWEB Board member, who read a statement from Andrew Sawyers out of D.C., John Huffman USDA State Director, and Don Butcher DEQ Water Quality Manager.

Ms. Hawkins explained that they were going to do a quick photo opportunity and called Mayor Roppe down to receive the award.

**B. Public Appearances**

No one came forward.

**Council Business**

**A. Vacation of a Portion of Right of Way – Josh Smith**

Josh Smith, Planning Director provided an overview of a potential project that may require a portion of right of way vacated for development of the project.

Mr. Smith explained that he just wanted to be sure that there would not be any objections to bringing this request for vacation to council to consider if the potential project moved forward.

There were no objections by council.

**Staff Reports and Requests:**

**A. Manager’s Report – Steve Forrester**

Mr. Forrester reported: a poll will be sent out to councilors to schedule a council retreat and a council goals workshop will be scheduled; the Toys for Tots program is underway; the annual audit has come in; the holiday schedule for city hall; and there will be a Special Council meeting next Tuesday at 5:00 P.M.

**B. Abstract of Votes – City General Election Results – Lisa Morgan**

Lisa Morgan, City Recorder read the City of Prineville certified election results into the record.

**Councilor Rodriguez made a motion to accept the Abstract of Votes results. Motion seconded. No discussion on motion. All in favor, motion carried.**

**C. Committee Reports**

Councilor Rodriguez provided an update on the county Natural Resource Committee she serves on explaining that they had their first meeting after a couple of years of work, and Walton Lake has an issue with trees that have root rot.

Councilor Uffelman provided a Railroad Advisory Committee update explaining that they are exploring options to provide additional services long term.

Councilor Papke explained that he is one of ten individuals serving on a School Facilities Committee that is looking into where the school district goes from here and with what curriculum to meet student’s needs.

**Ordinances:**

None.

**Resolutions:**

**A. Resolution No. 1377 – Adopting Fiscal Policy Update (PUBLIC HEARING) – Liz Schuette**

Liz Schuette, Finance Director provided that staff report explaining that the Finance Committee had reviewed the recommended amendments and she has not received any comments back regarding them.

**Mayor Roppe opened the public hearing portion of the meeting.**

No one came forward.

**Mayor Roppe closed the public hearing portion of the meeting.**

**Councilor Uffelman made a motion to approve Resolution No. 1377. Motion seconded. No discussion on motion. All in favor, motion carried.**

**B. Resolution No. 1378 – Adopting the 2018 System Development Charge (SDC) Methodology Report and Amend Water and Wastewater System Development Charges (PUBLIC HEARING) – Eric Klann**

Eric Klann, Public Works Director and Andy Parks, GEL Oregon Inc. explained that the master plans were recently updated and the next step is to update the SDC methodology.

Mr. Parks went through a power point presentation that highlighted the noticing requirements; the process that was done to get to this point; population projection; proposed SDC chart; reduction in sewer that resulted in a combined reduction of 11% or \$895; various drivers for change in water and wastewater; and surrounding community comparisons.

**Mayor Roppe opened the public hearing portion of the meeting.**

No one came forward.

**Mayor Roppe closed the public hearing portion of the meeting.**

**Councilor Noyes made a motion to approve Resolution No. 1378. Motion seconded. Discussions on debt in wastewater and rates. All in favor, motion carried.**

**Visitors Appearances and Requests:**

Councilor Uffelman presented Mayor Roppe with an award for her years of service.

No one else came forward.

**Executive Session Pursuant to ORS 192.660 (2)(i) and 192.660 (8) – City Manager Evaluation**

Mayor Roppe read the Executive Session script into the record.

Meeting adjourned to Executive Session at 7:27 P.M.

Meeting reconvened to open session at 8:00 P.M.

There were discussions regarding the size of the budget we are operating with for the size of our city and the size of the team that manages it compared to other organizations; reasoning for bonuses and how they are determined.

**Councilor Uffelman made a motion to approve a salary of \$140,000 for the City Manager with a \$15,000 bonus to be paid after the first of the year. Motion seconded. No discussion on motion. All in favor, motion carried.**

**Councilor Uffelman made a motion to approve a bonus of \$15,000 for Eric Klann and Liz Schuette to be paid by the end of January. Motion seconded. No discussion on motion. All in favor, motion carried.**

There were discussions regarding the upcoming holiday schedule.

There being no further business, meeting adjourned at 8:14 P.M.

**Motions and Outcomes:**

Motion:	Outcome	Uffelman	Rodriguez	Beebe	Merritt	Noyes	Papke	Roppe
Consent Agenda as Presented	PASSED	Y	Y	Y	Y	Y	-	Y
Resolution No. 1377 – Adopting Fiscal Policy Update ( <b>PUBLIC HEARING</b> )	PASSED	Y	Y	Y	Y	Y	Y	Y
Resolution No. 1378 – Adopting the 2018 System Development Charge (SDC) Methodology Report and Amend Water and Wastewater System Development Charges ( <b>PUBLIC HEARING</b> )	PASSED	Y	Y	Y	Y	Y	Y	Y
Approve a Salary of \$140,000 for the City Manager with a \$15,000 Bonus to be Paid After the First of the Year	PASSED	Y	Y	Y	Y	Y	Y	Y
Approve a Bonus of \$15,000 for Eric Klann and Liz Schuette to be Paid by the End of January	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](http://www.cityofprineville.com). An electronic copy of the meeting packet is available for download at [www.cityofprineville.com/packets](http://www.cityofprineville.com/packets). A full annotated voice recording of this meeting is available at [www.cityofprineville.com/meetings](http://www.cityofprineville.com/meetings)