

**Minutes of the Veneta City Council &
Joint meeting with the Lane County Commissioners**

APPROVED 1/2/02

November 26, 2001

Council Members Present: Mayor Tim Brooker, Thomas Cotter, and Marion Esty

Council Members Absent: Fred Miller

Lane County Commissioners: Anna Morrison, Bobby Green, Bill Dwyer, and Cindy Weeldreyer

Others: Jan C. Wellman, City Administrator, Sheryl L. Hackett, City Recorder, Bill VanVactor, County Administrator; Tom Stinchfield, Lane County Public Works; Jerry Elliott, City Engineer; Ken Jones, City Attorney, Sgt. Byron Trapp, Lt. Dennis Ewing, and Capt. Brett Freeman, Lane County Sheriff's Office; Andy Smith; and Christena Hansen, West Lane News

Mayor Brooker called the Veneta City Council to order at 7:04 p.m.

Anna Morrison called the Lane County Commission to order at 7:04 p.m.

1. **PUBLIC COMMENT:** None

2. **CONSENT AGENDA**

MOTION: Marion Esty made a motion to approve the consent agenda as presented. Thomas Cotter seconded the motion.

On voting: Marion Esty, aye; Thomas Cotter, aye; and Mayor Brooker, aye

The consent agenda as approved included minutes for November 13, 2001, bills paid and payable for October/November 2001, cancellation of the December 24, 2001 Council meeting, and Civic Calendar for December 2001.

3. **DEPARTMENT REPORTS**

a. **FROM MAYOR/COUNCILORS**

(1) Joint meeting between the Lane County Board of Commissioners and the Veneta City Council.

The Council thanked the County Commissioners for a check in the amount of \$89,498.55 presented to the City by Anna Morrison for the cities share of the O & C funds.

Jan Wellman reported on the major projects the City has been working on. The City is nearing completion of the new sewer treatment facility which will allow the City to double in size. The sewer facility is a \$7.23 million dollar project which was jointly funded with OEDD dollars and Rural Utility Service dollars.

Jan said the City is now beginning to move forward with a major water project which includes a new well, new water reservoir, and new treatment facility which will be funded through the Urban Renewal District. The City provided financial assistance to relocate the Applegate Pioneer Museum to a city-owned lot on W. Broadway. The City has received a grant from

ODOT to extend 8th Street to Hwy 126. Jan thanked Commissioner Bobby Green for his efforts in helping the City obtain the ODOT grant. It is hoped that the relocation of the Applegate Pioneer Museum and the 8th Street connector will help to revitalize W. Broadway. He said the County has been very generous in providing additional grant funding for a frontage road along Highway 126 to connect Territorial Hwy to 8th Street. On Wednesday he will attend the CAP public hearing and present the City's request for funds. He thanked the Commission for their favorable consideration of both of the City's CAP projects which will help the City to grow and develop. Jan said the City has also received a grant from ODOT to construct enhanced sidewalks on W. Broadway and improve the pedestrian crossing for Veneta Elementary. He said the City will work towards other improvements along W. Broadway to create an old town environment to bring back the traditional main street. Jan thanked the Commissioners for sharing the O & C money which has helped with street projects.

Jan said the City has successfully located two cell towers in Veneta. The City is also a member of the Fiber Optics South Consortium and early next year the City will apply for a grant from Rural Utilities Initiative to extend the fiber optic line for the BPA line south of town, north through Veneta and Elmira, to serve public agencies and businesses. He said both the cell towers and fiber optic line will help attract business and industry to Veneta.

The City has also undertaken development of a 2.5 acre city-wide park on Territorial Road. The City has committed to developing the first phase which will include a skateboard park, basketball court, walk/jog path, and large play structure. The City Council will use Urban Renewal Funds for phase one in the hopes of generating interest in the community to raise funds for the second phase of the project which will include a teen center.

A new BiMart Store is under construction. Oregon Domes manufacturing has relocated to Veneta from Eugene and another wood products manufacturing company has submitted an application for site plan approval. Since the City's sewer moratoria was lifted, the City has nine new subdivisions underway.

Anna Morrison said Bob Maxwell is one of the new builders in Veneta. She said he developed a subdivision in Florence and builds affordable homes which should help to increase Veneta's school enrollment.

In response to a question from Anna Morrison, Jan said the City's initial sewer facility report to DEQ was approved; however, at the end of the project DEQ informed the City that an additional 62 acres of land needed to be acquired. Mayor Brooker said the City is currently negotiating with a neighboring property owner and hopes to have the issue resolved soon. In response to a question from Anna Morrison, Jerry Elliott said the City will hire a professional forester to evaluate and determine when the poplars need to be harvested.

Mayor Brooker said the sewer plant is operating at peak efficiency, better than anticipated. He invited the Commissioners to call Public Works Director Jerry Shanbeck if they would like to arrange a tour of the facility.

Anna Morrison introduced Captain Brett Freeman of the Lane County Sheriff's Office. Mayor Brooker said the City has a good relationship with the Sheriff's Department and they are happy with the Sergeants and deputies assigned to the contract. He said the City cannot afford full coverage and it will be difficult to absorb anticipated cost increases. He asked for some ideas on how the County could help to hold down the costs. In response, Bill Dwyer said a new six year contract with the federal forest service will provide more police presence as the deputies assigned to that contract will be traveling on County roadways. In response to a question, Captain Freeman said they haven't seen a definite increase or decrease in crime over the past few years; however, fatal traffic accidents have increased and are the highest in the State of Oregon. Bill Dwyer said the Sheriff is looking at various funding options for law enforcement. Cindy Weeldreyer said she read a study that said cell phones have been shown to be a crime deterrent because more people are reporting crime at the time they see it, resulting in quicker police response.

Tom Stinchfield, Lane County Public Works, said the public hearing for the CAP funds will be held at Harris Hall on Wednesday at 1:30 p.m. The final decision will be made on December 12, 2001. He said the annual cycle for Capital Improvements will begin after the first of the year and will provide an opportunity to discuss improvements needed for the County road system. In response to a question from Jan Wellman concerning the future of the Road Partnership Funds, Bill Dwyer said it is a five year program. Jan thanked the Commissioners for bringing the CAP funds back to Lane County. He said the funds are very important for small cities.

Anna Morrison said now that the West Eugene Parkway vote has taken place, it should help to move the Hwy 126 Corridor forward; however, the funds ODOT will be paying LCOG to do the work were cut considerably. A meeting will be held the end of January and they will see what has been paid for up to this point and what can be done. Bill Dwyer said project bids for capital improvements have been coming in at about 30% over budget. Cynthia Weeldreyer said the problem is that most of the projects are on a fast track and the ballpark figures have fallen short. Bobby Green said they have had meetings and are coming to some agreements to revise the process to come up with more accurate costs.

Bobby Green commended the City Council and staff for embracing growth. Anna Morrison said the Commission is open to any conversations that may help Veneta. She thanked Marion Esty for her work on the Lane County Planning Commission.

Anna Morrison adjourned the Lane County Board of Commissioners at 7:57 p.m.

b. **FROM COUNCIL/COMMITTEE LIAISONS**

Marion Esty (Region 2050) - Marion said she will be attending the policy board meeting on Thursday night.

Marion Esty (Community Partnership) - The Partnership met November 14, 2001 and will meet again this Wednesday. A parent discussed the Freedom Row prisoner program for teens. She said the program helps teens to see what can happen to them if they get into trouble. There has been some talk of establishing a group in the Eugene/Springfield area. A recreational advisor working for Camp Wilani talked to the group. The group is branching out and their budget is growing. Marion said they are getting a lot of help from Springfield City Councilor Christine Lundberg who has been talking to Lane County Commissioners about Veneta's park project to get help with the Dietrick match grant. She thanked Jan for putting together a packet of information about the teen park.

Sgt. Byron Trapp (Lane County Sheriff's Office). Sgt. Trapp said he has no new issues but would entertain questions. He invited the Councilors to e-mail him with any of their concerns. Marion asked Sgt. Trapp to pass on information that there has been some suspicious activity in the Perkins Road area near Central, she asked them to keep an eye on the mailboxes. The Council reminded Sgt. Trapp that the Chamber will hold their tree lighting ceremony at 7:00 p.m. on December 6, 2001.

4. **STAFF REPORTS**

a. **FINANCE OFFICER**

(1) YTD Expenditure & Revenues through July 2001: No questions or comments.

b. **CITY ENGINEER**

(1) Progress and financial report on the sewer expansion project. Jan provided a new financial summary which shows an unspent balance of \$133,411.71. The report contains an estimate of what will be spent for miscellaneous and additional engineering. It also contains \$44,177.71 earmarked for legal fees and permits. The actual costs for the estimates should not reduce the unspent balance below \$125,000. Any unspent legal and permit fees would then be added to that amount.

Page 2 of the detail summary shows \$1,622 which has to be returned to OEDD because there was nothing that it could be charged against. The OEDD grant was specifically for design engineering and couldn't be used for anything else. Jan said he feels comfortable with the numbers. He said the remaining funds can be used for land acquisition.

Jerry Elliott said things are slowly being completed. Paul reviewed the as-built record drawings the contractor delivered last Friday and made a note of 70 corrections that need to be made. Jerry said the drawings will be rejected until the corrections are made. Jerry said the contractor has flushed the irrigation system and is doing some final assembly today. A malfunctioning valve in the Biolac System was replaced last week. Jerry prepared an estimate of \$34,020 for things needed to finish the project.

The contractor will receive a \$37,000 credit for I & I work they didn't do.

In response to a question, Jan said the City's backup system worked during the recent power outage and no problems resulted. He also said the City lost 1.5 million gallons of water as a result of a break in a ten inch water line on Jeans Road.

- (2) Presentation and discussion of remaining anticipated change orders in regard to the sewer expansion project.

Jerry said over two months ago he gave the contractor change order 9 but has had no response with the exception of a letter saying there are \$50,000 in claims. The I & I work is done. The City talked about assessing liquidated damages for November which would be \$6,250 through Sunday. The last payment to the contractor was for \$390,000. There are still about \$243,000 in subcontractor claims to be paid. The contractor has been told no more payments will be made until they get lien releases from subcontractors. Jerry said there are three main issues to be resolved: (1) final documentation and close out for I&I with credit for work taken out of the project, (2) testing and certification of the irrigation system, and (3) payment of subcontractors.

Jan said beginning Thursday the City will be calling the subs to be sure they have been paid. The contractor will need to provide the City with lien releases from the subs. The Council agreed to set a December 10, 2001 deadline. Ken said the contractor will need to provide the City with lien releases and a special bond for any outstanding accounts which are in dispute.

- (3) Report on the acceptance/approval of the operation and maintenance (O&M) manual, the Reclaimed Water Use Plan, Biosolids Plan, and the Performance Evaluation Standards for the operation of the new sewer plant.

Jerry said DEQ has requested some changes to the O&M Manual prepared by Systems West. DEQ also issued some comments on the Performance Evaluation Standards which Systems West will address. DEQ has not yet submitted comments on the Reclaimed Water Use or Biosolid Plans. Jerry has heard DEQ set December 13, 2001 as the review date for those two plans. The City has completed all of the things that were required.

c. **CITY ADMINISTRATOR**

- (1) **Resolution 834** - A RESOLUTION AUTHORIZING THE MAYOR AND CITY COUNCIL OF THE CITY OF VENETA TO EXECUTE AND ENDORSE AN AMENDMENT TO THE AGREEMENT WITH THE LEAGUE OF OREGON CITIES GOVERNING THE LEAGUE STATUS AS A UNIT OF LOCAL GOVERNMENT, SIMILAR TO OTHER COOPERATIVE INTERGOVERNMENTAL AGENCIES IN WHICH CITIES CREATE AND PARTICIPATE.

Jan said the League's constitution was amended by adding two additional directors to its Board. The change requires a new agreement.

MOTION: Marion Esty made a motion to adopt Resolution 834 authorizing the Mayor and the City Council of Veneta to execute and endorse an amendment to the agreement to the League of Oregon Cities governing the League status as a unit of local government. Thomas Cotter seconded the motion which passed with a vote of 3-0.

5. EXECUTIVE SESSION

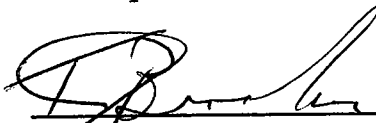
- a. ORS 192.660(1)(e) - Real Estate Negotiations.
Mayor Brooker adjourned the City Council into executive session at 8:29 p.m.
Having made no decisions, the Council returned to regular session at 9:15 p.m.

6. OTHER

In response to a letter from Food for Lane County, Jan suggested that the Council donate some money from the Zumwalt Discretionary Funds. He said a lot of area citizens make use of the program. Ken Jones said he will check to see if the City can legally donate funds. Mayor Brooker said he didn't have a problem with it but he would prefer donating to local service agencies first. Jan said he will provide Ken Jones with a copy of the Zumwalt Resolution.

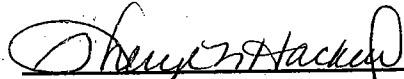
7. ADJOURN

Mayor Brooker adjourned the City Council at 9:22 p.m.



T. J. Brooker, Mayor

ATTEST:



Sheryl L. Hackett, City Recorder
(minutes prepared by SL Hackett)

Joint meeting with Lane County Commissioners adjourned at 7:57 p.m

Lane County Commissioners

ATTEST:
