

REGULAR MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
JANUARY 8, 2009

**MEMBERS PRESENT:**

Brad Boyd            Former Mayor  
Lon Kellstrom       Mayor  
Bill Merrill         Council President  
Shawna Bell         Former Councilor  
Jerry Bogart         Councilor  
Pat Thompson       Councilor

**STAFF PRESENT:**

Eileen Stein        City Manager  
Steve Bryant       City Attorney  
Eric Porter         Comm. Dev. Director  
Brad Grimm         Public Works Director  
Lisa Young         Finance Director  
Pauline Hardy      Senior Planner

**ABSENT:**

Sharlene Weed      Councilor

**ABSENT:**

Kathy Nelson       City Recorder

**I.      CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Mayor Boyd at 7: 00 p.m.

**II.     OATH OF OFFICE FOR ELECTED COUNCILORS**

**City Attorney Bryant** administered the oath of office to newly elected Council members Lon Kellstrom, Gerald “Jerry” Bogart and Patrick Thompson.

**Councilor Kellstrom** took the opportunity to recognize outgoing Council members Brad Boyd and Shawna Bell. He stated that both Mayor Boyd and Councilor Bell completed their duties admirably and on behalf of the citizens of Sisters, city staff and fellow councilors he thanked them. Former Mayor Boyd and former Councilor Bell stepped down from the dais and Councilor Bogart and Thompson were seated at the dais.

**ELECTION OF MAYOR**

**Council President Merrill** stated he would take motions from the floor for the office of Mayor.

***Councilor Bogart** moved to nominate Lon Kellstrom to the office of Mayor for the City of Sisters. **Councilor Thompson** seconded the motion. **Councilor Merrill** asked if there were other nominations from the floor and as there were none the nominations were closed. The motion carried unanimously. The Council elected Lon Kellstrom as Mayor.*

**Council President Merrill** congratulated Mayor Kellstrom on his election.

## ELECTION OF COUNCIL PRESIDENT

**Mayor Kellstrom** stated he would take motions from the floor for the office of Council President.

*Councilor Thompson moved to nominate Councilor Merrill to the position of Council President. Councilor Bogart seconded the motion. Mayor Kellstrom asked if there were other nominations from the floor and as there were none the nominations were closed. The motion carried unanimously. The Council elected Councilor Merrill as Council President.*

**Mayor Kellstrom** congratulated Councilor Merrill on his election.

## III. VISITOR COMMUNICATIONS

### 1. Judy Trego, 463 S. Fir Street, Sisters, OR 97759

**Judy Trego** stated she was in attendance to present the gift of a golden shovel to the Council. She stated the shovel represents economic development in Sisters and represents every person who wants to live and work in the community while making a living wage. She stated the shovel will serve as a reminder to move forward with economic development. She thanked the Council for their willingness to serve the community.

## IV. CONSENT AGENDA

### A. Minutes

1. December 4, 2008 – Workshop
2. December 11, 2008 - Workshop
3. December 11, 2008 – Regular Meeting
4. December 18, 2008 – Special Regular Meeting

### B. Bills to Approve

1. January Accounts Payable

*Councilor Merrill moved to approve the consent agenda. Councilor Thompson seconded the motion. The motion carried unanimously.*

## V. STAFF REPORTS

### A. **Eileen Stein, City Manager** – (Report Attached)

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**Manager Stein** asked for questions regarding her report. There were none.

**Manager Stein** stated that relative to economic development the City is embarking on a more comprehensive economic development plan. She stated the City has meet with officials from the City of Redmond to discuss the possibility of a joint application for an enterprise zone. She stated the possibility looks promising.

**B. Lisa Young, Finance Director**– *(Report Attached)*

**Director Young** asked for questions regarding her report. There were none.

**Manager Stein** pointed out an item on Director Young's report relative to the comprehensive analysis of utility billing accounts. She stated that in the process of analyzing the information for the rate study it was discovered that some accounts have not been billed for sewer use. She stated that currently staff is working to determine how many accounts are affected and the revenue impacts to the City. She stated that accounts affected will be sent a letter informing them of the error this month.

**Councilor Bogart** asked how long this undercharging of accounts has been going on.

**Manager Stein** stated that in some cases it is years while in most cases it is a matter of just a few months. She stated the accounts in questions have all been charged for water each month and that she will continue to update the Council as additional information becomes available.

**C. Captain Tim Edwards** – *(Report Attached)*

**Captain Edwards** reported on the number of patrol hours provided, incidents, citations, warnings and business checks for the month of December. He stated there were several cases of criminal mischief during the month and the investigation is continuing.

**Councilor Merrill** asked if when traveling west on Highway 20 it is legal to make a left hand turn at the intersection of Highway 20 onto McKenzie Butte. He stated there is not a specific left hand turn lane marked. **Captain Edwards** stated that it is legal to make a left hand turn as long as it is not signed as prohibited and it is not within the travel lanes.

**VI. COUNCIL BUSINESS**

**A. Discussion and Consideration of Resolution No. 2009-01: A  
RESOLUTION SUPPORTING THE CITY OF SISTERS GRANT  
APPLICATION TO THE OREGON PARKS AND RECREATION  
DEPARTMENT FOR THE WHYCHUS CREEK TRAIL**

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*Councilor Merrill moved to approve Resolution 2009-01 supporting the City of Sisters grant application to the Oregon Parks and Recreation Department for the Whychus Creek trail. Councilor Thompson seconded the motion.*

**Mayor Kellstrom** asked members of the audience that wished to comment on the matter to approach the podium to speak.

1. **John Rahm**, 433 E. Tyee Drive, Sisters, Or 97759

**John Rahm**, Sisters Trail Committee Chairman encouraged the Council to support the resolution to apply for the grant for the Whychus Creek trail. He stated that although there have been conversations regarding other options he feels the proposed trail is the most inviting and will be a great addition to the city. He stated the project has been improved by the interactions that occurred among councilors and community members.

2. **Sue Stafford**, 996 E. Creekside Court, Sisters, Or 97759

**Sue Stafford** stated that in looking at the map shown on the screen in the Council Chamber she was unable to determine the proposed course for the trail. **Senior Planner Pauline Hardy** pointed out the trail on the projected map.

**Manager Stein** entered into the record a letter of support for the trail from Phyllis Lewis.

*The motion carried unanimously.*

**B. Discussion and Consideration of a Motion** to Approve Economic Stimulus Projects for Submission to the Economic Development Administration (EDA)

**Manager Stein** stated this was a motion relative to the discussion that occurred in the earlier workshop. She stated there is a great deal of discussion in the nation about stimulating the economy through spending on infrastructure projects. She stated the Central Oregon Intergovernmental Council (COIC) requested the City create a list of high priority projects that meet the specified criteria to submit to the Economic Development Administration (EDA). She stated the two projects that best meet the EDA criteria are improvements to Well No. 2 for chlorination, telemetry and pump upgrade and the construction of the Lazy Z transmission line from the Wastewater Treatment Plant to the Lazy Z property.

*Councilor Merrill moved to approve the submission of economic stimulus projects to the EDA of improvements to Well No. 2 and construction of the Lazy Z transmission line. Councilor Bogart seconded the motion.*

**Councilor Thompson** stated that while both projects are worthwhile, with the lack of an Urban Reserve Plan for the City, projects of a larger magnitude and need are not ready to submit. He stated that with the Council's direction to staff regarding an Urban Reserve Plan, in the future the City will be better prepared to submit some of these larger projects.

*The motion carried unanimously.*

## **VII. OTHER BUSINESS**

### A. Committee Appointments

**Mayor Kellstrom** made the following appointments:

Councilor Weed to Central Oregon Intergovernmental (COIC) Board  
Mayor Kellstrom to the Central Oregon Area Commission on Transportation (COACT)  
Mayor Kellstrom to the Central Oregon Cities Organization (COCO)  
Manager Stein to the Deschutes County Project Wildfire  
Councilor Merrill to the Environmental Species Act (ESA) Coordinating Council  
Councilor Bogart to the Economic Development for Central Oregon (EDCO)  
Manager Stein to the Deschutes County Public Safety Coordinating Council (DCPSCC)

The **Council** concurred.

**Manager Stein** stated that the City will need to inquire how to effectuate a membership to EDCO in relation to the level of dues paid by the City.

- B. Authorization – Authorize the Bank of the Cascades to Revise the Signature Card for the City of Sisters Checking Account. The authorized signatures are currently Brad Boyd, William B. Merrill, Lon Kellstrom, Sharlene Weed, Shawna Bell and Eileen Stein. The revisions will remove Brad Boyd and Shawna Bell as signers and add Jerry Bogart and Pat Thompson as signers.

*Councilor Merrill moved to authorize Bank of the Cascades to revise the signature card for the City of Sisters checking account. Councilor Thompson seconded the motion. The motion carried unanimously.*

**VIII. MAYOR/COUNCILOR COMMENT**

A. Committee Reports

**Mayor Kellstrom** stated that he and Manager Stein had attended the COACT meeting earlier in the afternoon where there was extension discussion on funding sources regarded to transportation issues. **Manager Stein** stated the adoption phase of the Transportation System Plan (TSP) is exciting to the City for two reasons; 1) there was consensus on the TSP plan and 2) relative to COACT the vision for the City will be worked into the Oregon Department of Transportation (ODOT) master needs list which will be the first step of bringing the plan onto the radar screen of the regional network as the City competes for funding.

**VIII. ADJOURN – 9:03 p.m.**

Respectfully submitted,

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Kathy Nelson, City Recorder

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Lon Kellstrom, Mayor