

REGULAR MEETING MINUTES  
SISTERS CITY COUNCIL  
520 E. CASCADE AVENUE  
OCTOBER 08, 2009

**MEMBERS PRESENT:**

Lon Kellstrom Mayor  
Bill Merrill Council President  
Sharlene Weed Councilor  
Pat Thompson Councilor

**ABSENT:**

Jerry Bogart Councilor

**STAFF PRESENT:**

Eileen Stein City Manager  
Steve Bryant City Attorney  
Lisa Young Finance Director  
Pauline Hardie Senior Planner  
Paul Bertagna PW Project Coordinator  
Kathy Nelson City Recorder

**ABSENT:**

Brad Grimm Public Works Director  
Eric Porter Comm. Dev. Director

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

The meeting was called to order by Mayor Kellstrom at 7:03 p.m.

**II. VISITOR COMMUNICATIONS**

**Tom Davis**, 69217 Tapidero Street, Sisters, OR 97759

**Mr. Davis** stated he is a Native Fish Society Volunteer River Steward of the Upper Deschutes River and has followed water issues closely for almost 40 of years. He stated that economic studies on streams with fisheries show they are worth a great deal to the region where they are located. He stated that although he feels it will be of benefit for the City to be involved with the Deschutes Water Alliance (DWA) he has some concerns with the DWA. He stated the organization has built a wall around decision making related to water, relocation of water, fish and water flow to fish. He stated that all the meetings of the DWA have been closed meetings, save one, and questioned what the legal and political implications will be for the City if involved with the organization. He stated that even though the DWA is trying to avoid a Klamath Basin type of situation that is where things are headed now. He stated he is educated in water management and things are not going as well as presented by the DWA representatives at the workshop earlier this evening. He voiced his concern that there are no citizen related fish interest groups involved with the DWA. He emphasized that water is owned by everyone and everyone has a right to use it. He suggested the City do more background study on this issue before signing on as a member of the DWA.

**III. CONSENT AGENDA**

A. Minutes

1. September 10, 2009 – Workshop
2. September 17, 2009 – Workshop

3. September 24, 2009 – Regular Meeting

- B. Bills to Approve  
1. October Accounts Payable

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

- IV. **ACCOUNTS PAYABLE NOT ON THE CONSENT AGENDA**  
A. October Accounts Payable

*Councilor Merrill moved to approve the accounts payable not on the consent agenda. Councilor Weed seconded the motion.*

**Councilor Thompson** stated he would refrain from voting due to a direct conflict of interest. **Councilor Weed** stated she also had a direct conflict of interest and would refrain from voting. **City Attorney Bryant** stated that as Councilor Bogart was not in attendance, without the vote of at least one of the two councilors there would not be a quorum for the vote. He explained that under the circumstances it was acceptable for the councilors to vote as long as they had announced their conflict of interest and did not participate in any discussion related to the vote.

*The motion carried unanimously.*

V. **STAFF REPORTS**

A. **Eileen Stein, City Manager**

**Manager Stein** reported she had attended the Central Oregon Area Commission on Transportation (COACT) Technical Advisory Team (TAC) meeting earlier in the day where the commission began to look at the Oregon Department of Transportation (ODOT) Statewide Transportation Improvement Program (STIP) list. She stated the Barclay signal was on the list in the *Operations* category and the Cascade Avenue improvements was on the funding list in the *Modernization* category list. She expressed her pleasure on both items being included on the lists. **Councilor Weed** asked what would happen to the City's placement on the list if the decision is made to build a roundabout instead of a signal at the Barclay Avenue intersection. **Manager Stein** explained that placement on the list means that some type of traffic control mechanism will be constructed but does not specify which type. **Councilor Weed** asked about the timeframe for the updated Transportation System Plan (TSP). **Manager Stein** stated the update will go to the Planning Commission for review prior to coming to the City Council for adoption.

**B. Lisa Young, Finance Director**

**Finance Director Young** asked for questions related to her staff report. **Mayor Kellstrom** noted the auditors will present an audit summary to the Council on November 19<sup>th</sup> and asked if the Council will receive a copy of the Annual Financial Report prior to the presentation. **Director Young** stated they will.

**C. Captain Tim Edwards, Deschutes County Sheriff's Department**

**Captain Edwards** reported on the number of patrol hours provided, incidents, citations, warnings and business checks for September. He noted the number of citations listed on the previous month's report had been incorrect and should have read 39 citations as opposed to four citations as previously noted.

**VI. COUNCIL BUSINESS**

**A. Discussion and Consideration of Resolution No. 2009-22: A RESOLUTION ADOPTING THE GREATER SISTERS COUNTRY COMMUNITY WILDFIRE PROTECTION PLAN UPDATE**

**Manager Stein** stated this resolution was related to the presentation the Council received during the earlier workshop.

*Councilor Merrill moved to approve Resolution No. 2009-22 adopting the Greater Sisters Country Community Wildfire Protection Plan Update. Councilor Weed seconded the motion. The motion carried unanimously.*

**B. Discussion and Consideration of Resolution No. 2009-23: A RESOLUTION APPROVING THE DESCHUTES WATER ALLIANCE MEMORANDUM OF UNDERSTANDING**

**Manager Stein** stated that instead of approving the Memorandum of Understanding (MOU) for the Deschutes Water Alliance (DWA) by resolution the Council would be approving the MOU by motion.

*Councilor Merrill moved to approve the Memorandum of Understanding for the Deschutes Water Alliance. Councilor Weed seconded the motion.*

**Councilor Weed** voiced her concern with the statement made by Mr. Davis during visitor communication indicating the meetings of the DWA are not open to the public. **Manager Stein** stated she thought Mr. Davis was talking about the Deschutes River Conservancy

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(DRC) Board meetings even though he kept referring to the DWA. She stated since it is a 501(C)3 the DRC's meeting would not be required to be open to the public. She stated the DRC Board is the only agency doing any work on the matter at this time until the DWA is officially created. She stated the DWA is envisioned to be modeled after COACT, as a regional group of agencies and the meetings will be open to the public. She stated Mr. Davis' concern that fish interest groups are not included on the committee is a legitimate concern that she will raise at the next meeting.

**Councilor Merrill** asked why some members are non-voting members. **Manager Stein** stated a better way to describe the non-voting members is as ex-officio members. She stated the non-voting agencies do not have elected officials and agency representatives would feel uncomfortable voting with elected officials. She stated the non-voting members attend to act as a resource for the rest of the members. **Councilor Merrill** also pointed out the stakeholder list for the DWA does include some fish interest groups.

*The motion carried unanimously.*

**C. Discussion and Consideration of a Motion** to Approve a Parks Master Plan Grant Intergovernmental Agreement

This item was pulled from the agenda.

**D. Discussion and Consideration of a Motion** to Award a Bid for Water System Improvements and Authorize the City Manager to Enter into a Contract

**Councilor Merrill** moved to award a bid for 2009 waterline improvements to Taylor NW, LLC for Schedule A of the Water System Improvements in the amount of \$277,641.75 and to Hooker Creek Companies, LLC for Schedule C Water System Improvements in the amount of \$31,500; with both awards subject to the City not receiving any timely objections to the bid awards and authorizing the City Manager to enter into the contracts. **Councilor Weed** seconded the motion.

**Public Works Special Projects Coordinator Paul Bertagna** stated the project is for waterline improvements in the southwest portion of the City; south of St. Helens Street and west of Elm Street. He stated the properties involved in the project are currently served by four inch undersized water main lines. He stated new upsized water main lines will be installed near the street for easier access while the older waterlines will be abandoned. He stated the new waterlines will provide better fire flows and better water service to those customers involved in the project.

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**Councilor Weed** asked if there will be any cost passed on to the homeowners for this upgrade and **Projects Coordinator Bertagna** stated there will not be as the entire project is funded from the water budget. He stated the necessary plumbing to reconnect the homes to the waterline will be performed by the contractor's plumber and is subject to inspection by the City. He stated that if an issue was noticed by the inspector, such as not being in compliance with the City's standards or no backflow device then a homeowner would be required to take care of the matter.

**Mayor Kellstrom** asked about the timing of the project. **Projects Coordinator Bertagna** stated that if the Council awards the bid this evening and the seven day waiting period passes with no objections, Taylor NW will require a few weeks to get its performance bond in order before beginning construction around the first of November. He stated the contract allows the company 120 days to complete its work. He stated after Taylor NW is finished Hooker Creek will also have 120 days to complete its portion of the project. **Mayor Kellstrom** asked if any citizens will be left without water overnight and **Projects Coordinator Bertagna** assured him that no customer will be left without water overnight as a condition of the contract. He added that any disruption to landscaping in a homeowners yard will be made to appear the same or better upon completion of the work.

*The motion carried unanimously.*

## VII. OTHER BUSINESS

### A. Day of Culture Proclamation

**Mayor Kellstrom** read the Day of Culture proclamation and invited Sisters citizens to participate

## VIII. MAYOR/COUNCILOR BUSINESS

**Councilor Weed** informed the Council that she is the Council representative to the *Ten Year Plan to End Homelessness Steering Committee* created by County Commissioner Tammy Baney. She stated the next meeting is scheduled for October 23<sup>rd</sup> and she will be unable to attend. She stated Commissioner Baney recommended Councilor Bogart to attend in her place. She stated she would get the information to Councilor Bogart to see if he will be available.

**Councilor Weed** stated she wanted to squelch a rumor that Habitat for Humanity has homes in foreclosure. She stated she was approached by a media representative about the matter and wanted to assure everyone the rumor is untrue.

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**IX. ADJOURN – 7:30 p.m.**

Respectfully submitted,

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Kathy Nelson, City Recorder

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Lon Kellstrom, Mayor