

REGULAR MEETING MINUTES
SISTERS CITY COUNCIL
520 E. CASCADE AVENUE
JANUARY 13, 2011

MEMBERS PRESENT:

Lon Kellstrom	Mayor
David Asson	Council President
Sharlene Weed	Councilor
Pat Thompson	Councilor
Wendy Holzman	Councilor
Bill Merrill	Former Council President
Jerry Bogart	Former Councilor

STAFF PRESENT:

Eileen Stein	City Manager
Steve Bryant	City Attorney
Lisa Young	Finance Director
Paul Bertagna	Interim PW Director
Eric Porter	Principal Planner
Kathy Nelson	City Recorder

ABSENT:

Pauline Hardie Senior Planner

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order by Mayor Kellstrom at 7:07 p.m.

II. RECOGNITION OF OUTGOING COUNCIL MEMBERS

Mayor Kellstrom and **Manager Stein** spoke on the accomplishments of outgoing Council President Merrill and Councilor Bogart. **Mayor Kellstrom** thanked both for their service to the City and presented them with a plaque to commemorate their terms on the City Council.

III. OATH OF OFFICE FOR ELECTED COUNCILORS

City Attorney Bryant administered the oath of office to newly elected Council members Sharlene Weed, David Asson and Wendy Holzman.

ELECTION OF MAYOR

Mayor Kellstrom stated he would take nominations for the position of Mayor.

***Councilor Asson** moved to nominate Lon Kellstrom to the position of Mayor. **Councilor Thompson** seconded the motion. **Mayor Kellstrom** asked if there were any other nomination. As there were none, the nominations were closed.*

Councilor Weed stated she was disappointed that there would not be new leadership in the Council which she felt citizens wanted. She stated she had hoped to end the divisiveness, bring leadership, vision and better process to the Council and bring the community together. She discussed the many combinations of shared leadership she had promoted and was disappointed that none were palatable to a majority of the Council. She stated she felt this left an imbalance and does not recognize what the voters asked for. She indicated she would not be voting in support of Mayor Kellstrom being re-elected to the position of mayor.

Councilor Holzman stated the matter of who would be mayor had been a difficult decision for her. She stated she was looking forward to the Council working together and moving forward. She also agreed that the voters had asked for a change in leadership and that she would not be voting in support of Mayor Kellstrom being re-elected as mayor.

The motion carried with a vote of three to two. Councilor Thompson, Councilor Asson and Mayor Kellstrom voted in favor of the nomination. Councilor Weed and Councilor Holzman voted against the nomination. Mayor Kellstrom was re-elected.

ELECTION OF COUNCIL PRESIDENT

Mayor Kellstrom stated he would take nominations for the position of Council President.

Councilor Thompson moved to nominate Councilor Asson to the position of Council President. Mayor Kellstrom seconded the motion. Mayor Kellstrom asked if there were other nominations. As there were none, the nominations were closed.

The motion carried with a vote of three to two. Councilor Thompson, Councilor Asson and Mayor Kellstrom voted in favor of the nomination. Councilor Weed and Councilor Holzman voted against the nomination. Councilor Asson was elected Council President.

IV. PROCLAMATION

Mayor Kellstrom read a *Proclamation of Recognition of Public Officials* to recognize the victims of the Tucson, Arizona shooting tragedy. He urged all citizens to show civility, tolerance and respect in the governance process.

V. VISITOR COMMUNICATIONS

Chris Eppley, OCCMA Immediate Past President/Keizer City Manager

Mr. Eppley stated he'd had the privilege of serving as the president of the Oregon City/County Managers Association (OCCMA) in 2010 and was present to recognize City Manager Stein for having been elected by her peers to serve as OCCMA president in 2011. He stated it is an honor to guide the administration of a community in which a city manager serves. He presented Manager Stein with the ceremonial red lantern given to the individual chosen to serve as president of OCCMA each year and discussed what the red lantern symbolizes. **Manager Stein** took the opportunity to also introduce Roger Jordan, retired Dallas City Manager and a past OCCMA president. She stated Mr. Jordan is an OCCMA 'Range Rider' a retired manager who mentors and coaches city managers throughout the region.

Jim King, 326 SW Metolius Meadows Drive, Camp Sherman

Mr. King discussed his belief that the 2003 B&B Fire was an act of arson, not lightning caused. He explained he is part of a group that is pushing for an investigation of wildfires on federal lands and urged that the City support the re-investigation of the B&B Fire.

VI. CONSENT AGENDA

A. Minutes

1. December 09, 2010 – Workshop
2. December 09, 2010 - Regular Meeting
3. December 16, 2010 – Workshop
4. December 30, 2010 – Special Meeting

B. Bills to Approve

1. January Accounts Payable

C. Liquor License Additional Privilege for Sisters Market and Eatery

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

VII. ACCOUNTS PAYABLE NOT ON THE CONSENT AGENDA

A. January Accounts Payable

Councilor Weed moved to approve the consent agenda. Councilor Asson seconded the motion.

Councilor Thompson stated he would refrain from voting due to a direct conflict of interest.

The motion carried unanimously.

VIII. STAFF REPORTS

A. Eileen Stein, City Manager

Manager Stein highlighted items from her staff report. She discussed renewal of the Sheriff's contract, Central Oregon Cities Organization (COCO) video telephone conference (V-Tel) sessions, the City Council's upcoming strategic planning session.

B. Lisa Young, Finance Director

Director Young stated she was preparing for the upcoming budget cycle. She reminded the Council there are three vacancies on the Budget Committee and asked that they encourage citizens to apply for the open spots. She provided a recap on the success of the *Low Income Assistance* program and deposit refund program which have both completed a first year trial. She stated she is not proposing any changes to the low income program and would bring back suggestions for small changes to the deposit refund program.

Councilor Weed gave kudos for the reports on the two programs along with the creation of a finance officer's list serve and work on the Municipal Code section on public services. She stated it appeared the City was collecting more gas tax revenue than expected and asked if Director Young knew why. **Director Young** explained the original revenue projections were based on gas sales figures from 2004 and the local gas stations must be selling more gas than they did in 2004.

C. Captain Tim Edwards

Captain Edwards reported on the number of patrol hours provided, incidents, citations, warnings and business checks for the month of December.

VI. COUNCIL BUSINESS

A. Public Hearing and Consideration of Ordinance No. 401: AN ORDINANCE OF THE CITY OF SISTERS ADOPTING THE WHYCHUS CREEK RESTORATION AND MANAGEMENT PLAN AND COMPREHENSIVE PLAN AMENDMENTS TO GOALS 2, 5, 6, 7, 11 AND 12

Mayor Kellstrom opened the public hearing for anyone wishing to speak on the matter.

Councilor Thompson stated the contracting standards of the Upper Deschutes Watershed Council (UDWC) were of concern to him. He stated he supports the plan but when local dollars from the City and its citizens are paying for the contract to perform the work he feels preference should be given to local contractors. He stated he would like to see some commitment from UDWC to insure that occurs so a true partnership can exist.

Councilor Weed stated she was ready to move forward with adoption of the plan and amendments to the Comprehensive Plan. She stated she felt Councilor Thompson concerns were unrelated to what was being voted on and that UDWC Project Manager Mathias Perle

had explained during the earlier workshop the legal reason UDWC uses the method it does when employing a contractor for a job. She stated she felt there was a commitment from UDWC to consider using local contractors in the future when improvements to the creek bank inside city limits are made. **Councilor Holzman** stated she was ready to move forward with the vote. **Councilor Asson** stated he supported the concerns raised by Councilor Thompson but felt it was a separate issue from what was being considered and he would be willing to move forward with the vote.

Mayor Kellstrom stated he shared Councilor Thompson's concerns and asked if the ordinance could be approved with the caveat of an additional "whereas" clause as discussed in the workshop that could somehow address the issue of using local contractors. **Mayor Kellstrom** stated he was also concerned that the plan could evolve into a situation where the City or its citizens could be required to pay for some action or improvement. **Councilor Thompson** stated he would like the ordinance to include a public statement that the City would like to provide some input with regard to the choice of contractors for actions that take place within city limits. **City Attorney Bryant** stated the ordinance would need any changes incorporated into the body of the document prior to adoption. **Councilor Weed** asked if delaying the adoption of the plan to include additional language would create any problem and **Principal Planner Porter** stated it would not as long as the hearing was continued to a date certain.

The Council discussed the matter and decided to wait on adopting the ordinance and asked City Attorney Bryant to craft an additional "whereas" clause addressing the Council's concerns related to UDWC's contracting standards.

As there was no one wishing to speak on the matter **Mayor Kellstrom** continued the public hearing on Ordinance No. 401 to January 27, 2011.

**B. Public Comment and Consideration of Resolution No. 2011-01: A
RESOLUTION AMENDING THE CITY OF SISTERS MASTER FEE
SCHEDULE MODIFYING WATER UTILITY RATES**

This item was pulled from the agenda.

C. Discussion and Consideration of a Motion to Approve an Intergovernmental Agreement with the Oregon Department of Transportation (ODOT) on the 2012 and 2013 Pedestrian and Bike Grant Program for Main Avenue, Pine and Larch Street and Authorize the City Manager to Execute the Agreement

Councilor Weed moved to approve an intergovernmental agreement with ODOT on the 2012 and 2013 Pedestrian and Bike Grant Program for Main Avenue, between Pine and

*Larch Street and Authorize the City Manager to Execute the Agreement. **Councilor Holzman** seconded the motion.*

Councilor Weed asked where the funds for the City's match would come from. **Manager Stein** replied the match could come from the bike reserve in the Street Fund, the General Fund or the Urban Renewal Fund and that decision would be made as part of the budget process at the appropriate point in time.

The motion carried unanimously.

D. Discussion and Consideration of a Motion to Terminate the Commercial Agreement with Sisters Habitat for Humanity for the Old City Hall, 150 N. Fir Street, Effective Immediately

***Councilor Asson** moved to terminate the commercial agreement with Sisters Habitat for Humanity for the old City Hall, 150 N. Fir Street, effectively immediately. **Councilor Thompson** seconded the motion.*

Councilor Weed stated she would refrain from voting due to a direct conflict of interest as she is the Executive Director of Sisters Habitat for Humanity.

The motion carried unanimously by the remainder of the Council.

E. Discussion and Consideration of a Motion to Authorize Central Oregon Intergovernmental Council (COIC) to Apply for a 5310 Funds Grant on Behalf of the City of Sisters for the Cascades East Transit (CET) Program and Authorize the City Manager to Sign the Grant Application and Agreement if Awarded

***Councilor Asson** moved to authorize COIC to apply for a 5310 Funds Grant on behalf of the City of Sisters for the CET program and authorize the City Manager to sign the grant application and agreement if awarded. **Councilor Thompson** seconded the motion.*

Karen Friend, Deputy Director of COIC and Operator of CET informed the Council the CET program has seen an 80% increase in ridership in the past year, but noted Sisters ridership growth has been slower than other areas in the region. She stated the inter-modal system opening in Bend was to create a regional transit system. She stated she was re-evaluating the Sisters route to determine if a Sisters to Bend route would serve people more effectively than the current Sisters to Redmond route. She stated service is provided on Tuesday only with four pickups and drop offs in the morning and four in the afternoon. She stated currently there are two spots for pickup and drop off; Sister Park n Ride and

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Ray's Food Place but she was looking into the possibility of flex routes. She stated she would do some public outreach through ads in the paper, meeting with the Chamber of Commerce, talking with Ray's and Bi-Mart and meeting with downtown businesses to see if there is interest in changes or increased service. **Ms. Friend** reported CET currently employs 34 drivers for 27 busses and provides an average of 60,000 rides a month.

Manager Stein noted that in light of the Habitat for Humanity termination of its lease the City could consider redeveloping the old City Hall site into a centralized transit center.

The motion carried unanimously.

VII. OTHER BUSINESS

- A. Authorize Bank of the Cascades to revise the authorized agents for all City bank accounts by removing the names of William B. Merrill and Jerry Bogart as authorized signers and adding the names of David Asson and Wendy Holzman

Councilor Weed moved to authorize Bank of the Cascades to revise the authorized agents for all City bank accounts by removing the names of William B. Merrill and Jerry Bogart as authorized signers and adding the names of David Asson and Wendy Holzman.

Councilor Thompson seconded the motion. The motion carried unanimously.

VIII. MAYOR/COUNCILOR COMMENT

- A. Committee Reports

Mayor Kellstrom reported he and Manager Stein had attended the COACT meeting earlier where the Cascades Avenue improvement project was included in the presentation. He stated there was also discussion on possible changes to how state highway revenue would be disbursed.

VIII. ADJOURN – 8:13 p.m.

Respectfully submitted,

Kathy Nelson, City Recorder

Lon Kellstrom, Mayor