

## City of Brookings

# CITY COUNCIL MEETING Minutes

**Monday, August 27, 2012**

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

### **Call to Order**

Mayor Hedenskog called the meeting to order at 7:03 pm, due to technical issues.

### **Roll Call**

Council Present: Mayor Ron Hedenskog, Councilors Jake Pieper, Brent Hodges and Kelly McClain; a quorum present. Councilor Dave Gordon was absent.

Staff Present: City Manager Gary Milliman, Public Works/Development Director Loree Pryce, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Curry Pilot Reporter Jane Stebbin and approximately 10 others.

**Councilor Pieper moved, a second followed, and the Item F-4 (regarding a CDBG grant for a Head Start Facility), was moved to F-1 (first under staff reports).**

### **Ceremonies/Appointments/Announcements**

#### *Employee Introduction*

Mayor Hedenskog introduced new employee, Jordan Fanning, GIS Technician/Public Works & Development Services Assistant.

*Appointment of Janet Richey to Public Arts Committee Position #1.*

**Councilor Hodges moved, a second followed and Council voted unanimously to appoint Janet Richey to Public Arts Committee Position#1.**

### **Oral Requests and Communications from the audience**

Public Comments on non-agenda items – 5 minute limit per person.\*

### **Staff Reports**

*Authorization for staff to work with Oregon Coast Community Action (ORCCA) and Southwestern Oregon Community College (SWOCC) in the preparation of a Community Development Block Grant application for Head Start facility.*

City Manager Milliman provided the staff report.

Councilor McClain stated that he had been working with ORCCA on the property acquisition but did not think that this would affect his ability to deliberate on this matter.

Mary Clark, North Bend, Oregon, representing ORCCA, spoke in support of the application.

**Councilor Pieper moved, a second followed and Council voted unanimously to authorize staff to work with Oregon Coast Community Action and Southwestern Oregon Community College in the preparation of a Community Development Block Grant application to fund the acquisition and remodel of the former SWOCC building on Alder Street for use as a Head Start facility.**

*Award Hassett Street Improvement Project to McLennan Excavation, Inc.*

Director Pryce provided the staff report.

Councilor McClain asked when the DIA's are paid and Pryce said they were paid after the work was completed.

**Councilor Hodges moved, a second followed and Council voted unanimously to award the contract for the Hassett Street Improvement Project to McLennan Excavation, Inc, the lowest responsible bidder, in an amount not to exceed \$426,777, and authorize the City Manager to execute all related documents.**

*Authorization for the City Manager to execute contracts for professional legal and survey services with Gleaves, Swearingen, Potter & Scott, L.L.P., and Rich Roberts, L.S., respectively, for as needed staff support.*

Director Pryce gave the staff report.

Mayor Hedenskog asked if the contract would bind the firms to the fee schedules and Pryce said it would.

Councilor McClain asked where Spickerman was located and Milliman said he thought he was from the greater Salem area. McClain then asked if there was no one closer the City could use for these services due to the travel expense and staff responded that the legal firm had successfully handled a LUBA appeal for the City and that most of their expertise was provided via email or phone; they had made only one visit to the City that could be recalled.

**Councilor Pieper moved, a second followed and Council voted unanimously to authorize the City Manager to execute Professional Legal Services Contract with Gleaves, Swearingen, Potter & Scott, L.L.P., and to execute a Professional Services Survey Services Contract with Rich Roberts, L.S., for as needed support.**

*Direction to staff regarding items related to the Brookings Airport and adjacent County and City-owned lands.*

City Manager Milliman provided the staff report.

Councilor McClain asked if the cost of running the airport would fall to the City if ownership changed hands and Milliman said that it would, adding that some of the costs might be reduced if provided locally. Additional revenue, he said, would likely be generated from utilities and fees and it was anticipated that the City might be able to break even.

Councilor Hodges said the opportunity might go to someone else and that he would like to see where this goes.

Mayor Hedenskog said that he was ready to let the City step in and give the airport the management it needs. He also said that if annexation is entertained, it should take into consideration others that might also be interested.

Milliman pointed out that there was not a lot of time; the County deadline was the end of the year.

Councilor McClain said he hated to see a lot of time spent on this if the point was simply to break even. The situation, he said, made him "nervous" from a business standpoint.

Councilor Pieper said that industrial property in the area was scarce and thought the options worth exploring.

Councilor McClain said he would like to see the City "really push the dollars and cents part of this."

**Councilor Pieper moved, a second followed and Council voted unanimously to direct the City Manager and the City Attorney to work with County Commissioner George Rhodes and County Counsel in the development of purchase and sale agreement for the Brookings Airport and adjacent County lands, initiate annexation proceedings for the Brookings Airport and adjacent County and City-owned lands, explore the formation of a new Urban Renewal Area consisting of the Brookings Airport and adjacent County and City owned lands and request a proposal from the Border Coast Regional Airport Authority for management of the Brookings Airport.**

*Authorize staff to initiate vacation proceedings on two properties on Memory Lane designated as park land to the Twohy land division dated October 6, 1953.*

City Manager Milliman provided the staff report.

Mayor Hedenskog mentioned that the Traffic Safety Committee had entertained the idea of realigning Tanbark and Memory which might involve part of this park land.

City Attorney Rice said that , because the property was dedicated for park use, the City would not be able to use this property unless it was first vacated and an easement deeded to the City by the new owners.

**Councilor Pieper moved, a second followed and Council voted unanimously to authorize staff to initiate vacation proceedings on two properties on Memory Lane designated as park land in the Twohy land division dated October 6, 1953.**

*City Manager Compensation.*

City Manager Milliman provided the staff report.

**Councilor McClain moved, a second followed and Council voted unanimously to adjust the base salary for the City Manger to \$104,928, effective July 1, 2012, to require the City Manager to contribute 7.0 percent of the cost of the health insurance premium for coverage offered through City County Insurance Services, and to allocate a \$5,000 stipend for the City Manager's discretionary use as compensation for professional development.**

#### **Public Hearings/Ordinances/Resolutions/Final Orders**

*Resolution 12-R-991 adopting model rules for public contracting, public procurement and contracting policy, and designating the City Council as the Local Contract Review Board.*

City Manager Milliman provided the staff report.

Council agreed that the changes were sufficient to meet their requests from the previous Council meeting.

**Councilor Hodges moved, a second followed and Council voted unanimously to adopt Resolution 12-R-991 adopting model rules for public contracting, public procurement and contracting policy, and designating the City Council as the Local Contract Review Board.**

*Resolution 12-R-993 adopting revisions to the Brookings Master Fee Schedule.*

City Manager Milliman provided the staff report.

Councilor McClain expressed concern about some of the fees and wondered if some were becoming punitive to the point of acting as a deterrent to behaviors the Council wanted to encourage.

**Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 12-R-993 adopting revisions to the Brookings Master Fee Schedule.**

**Consent Calendar**

1. Approve Special Council Meeting minutes for August 6, 2012
2. Approve Council meeting minutes for August 13, 2012.
3. Receive monthly financial report for July, 2012.

**Councilor Pieper moved, a second followed and Council voted unanimously to approve the Consent Calendar as written.**

**Adjournment**

Councilor Pieper moved, a second followed and Council voted unanimously to adjourn by voice vote at 8:10pm.

Respectfully submitted:

  
\_\_\_\_\_  
Ron Hedenskog, Mayor

ATTESTED:  
this 12<sup>th</sup> day of September 2012:

  
\_\_\_\_\_  
Joyce Heffington, City Recorder