

City of Brookings MEETING Minutes

Monday, January 23, 2012

CITY COUNCIL

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

Call to Order

Mayor Anderson called the meeting to order at 7:00pm.

Roll Call

Council Present: Mayor Larry Anderson, Councilors Ron Hedenskog, Dave Gordon, Jake Pieper, and Brent Hodges; a quorum present.

Staff Present: City Manager Gary Milliman, Administrative Services Director Janell Howard, Planning Director Dianne Morris, Public Works Director Loree Pryce, Fire Chief William Sharp, Assistant Fire Chief Jim Watson, City Attorney Martha Rice and City Recorder Joyce Heffington.

Others Present: Curry Coastal Pilot Reporter Steve Kadel and approximately 23 public.

Councilor Hedenskog moved, a second followed and Council voted unanimously to add item 5 under Staff Reports regarding the refinancing of an existing DEQ loan and borrowing up to \$600,000 to fund the Wastewater treatment plant stabilization project.

Ceremonies/Appointments/Announcements

Fire Chief Sharp was recognized for his thirty years of service.

Oral Requests and Communications from the audience

Planning Commissioner Cheryl McMahon, provided the Commission's Annual Report for 2011.

Staff Reports

Acceptance of Public Utility Easement provided by Bi-Mart for the retail store project.

Director Morris provided the staff report.

Councilor Hedenskog asked why there a five foot Public Utility Easement wasn't provided.

Morris said that Bi-Mart had preferred limiting the easement to where the utilities are located and this was considered acceptable.

Councilor Pieper moved, a second followed and Council voted unanimously to accept the utility easement document provided by Bi-Mart and required by the Bi-Mart retail store project.

Authorization to award the contract for the Buena Vista Lift Station Project.

Director Pryce reviewed the staff report.

Councilor Gordon moved, a second followed and Council voted unanimously to award the contract for the installation for the Buena Vista Lift Station Standby Power Replacement to Kyle Electric, Inc., the lowest responsible bidder, in an amount not to exceed \$61,775, and authorize the City Manager to execute all related documents.

Authorization to execute a Task Order with City Engineer for the Hassett Street project.

Director Pryce gave the staff report.

Mayor Anderson asked if this was the only street renovation for 2012 and Pryce said that it would leave about \$100,000 for a smaller pavement project. She added that part of the project might also be eligible for System Development Charge funds which would free up additional System Replacement Funds.

Councilor Hodges asked if this project would use any of the Safe Route to Schools funds being applied for and City Manager Milliman said they would not. Milliman also pointed out that the budget adjustment would be for the current fiscal year.

Mayor Anderson asked if staff had looked to see if there are any Deferred Improvement Agreements (DIAs) that might apply to this project.

City Manager Milliman said staff had not, but the City would take advantage of any existing DIAs.

Councilor Hedenskog moved, a second followed and Council voted unanimously to authorized the City Manager to execute Task Order 36, [for the] Hassett Street Improvement Project with the City Engineer to develop plans, specifications, bid, inspect and contract manage the project within an amount not to exceed \$62,200.

Councilor Pieper moved, a second followed and Council voted unanimously to direct the Budget Officer to adjust the 2011-12 budget to accommodate the Hassett Street Improvement Project.

Acceptance of the City's audit report for fiscal year ending June 30, 2011.

Director Howard provided the staff report.

Councilor Pieper moved, a second followed and Council voted unanimously to accept the City's audit for fiscal year ending June 30, 2011.

Discussion regarding the refinancing of an existing DEQ loan and borrowing of up to \$600,000 to fund the Wastewater Treatment Plant Stabilization Project.

Director Howard provided the staff report.

Councilor Pieper moved, a second followed, and Council voted unanimously to set up a special meeting to adopt an authorizing resolution [regarding the refinancing of a current DEQ loan and the borrowing of additional funds for the Wastewater Treatment Plant Stabilization Project] on January 30th at 5:00pm.

Consent Calendar

1. Approve Council minutes for December 19, 2011.
2. Approve Council minutes for January 9, 2012.

3. Receive monthly financial report for December, 2011.

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

Remarks from Mayor and Councilors

Councilor Pieper commented that he had not been able to attend any of the Household Hazardous Waste Steering Committee meetings to which he had been appointed and wondered if any of the other Council members wanted to take it over.

Adjournment

Councilor Pieper moved, a second followed and Council voted unanimously to adjourn by voice vote at 7:32pm.

A meeting of the Urban Renewal Agency immediately followed.

Respectfully submitted:



Larry Anderson, Mayor

ATTESTED
this 13th day of February 2012:



Joyce Heffington, City Recorder