

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
December 17 2001
7:00 p.m.**

I. CALL TO ORDER

Mayor Bob Hagbom called the meeting to order at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE

Led by Finance Department Accounting Specialist Nancy Corrigan

III. ROLL CALL

Council Present: Mayor Bob Hagbom, Council President Larry Curry, Councilors Frances Johns, Lorraine Kuhn, and Rick Dentino, a quorum present.

Council Absent: none

Staff Present: City Manager Leroy Blodgett, Police Chief Chris Wallace, Fire Chief William Sharp, Finance Department Accounting Specialist Nancy Corrigan, Police Lt. John Bishop, Police Communications Officer Susan Frisch, Police Officer Kelly Sevey, Special Projects Assistant and Administrative Secretary Sharon Ridens

Media Present: Scott Graves, Editor - Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen, CTR General Manager Pete Smart, BHHS Students-Julia Huxtable, Jessica Andrews, Lindsey Wood and Mandy Gilmore, and approximately 15 other citizens

IV. CEREMONIES/APPOINTMENTS ANNOUNCEMENTS

A. Announcements

1. Donation to Brookings Volunteer Fire Department, by BHHS Powder Puff Football organizers
Four students from Brookings Harbor High School (Julia Huxtable, of Pleasant Hill Drive; Jessica Andrews, of 97986 Lively; Lindsey Wood, of

1830 Meadow Lane, and Mandy Gilmore, of 98041 Hall Way, Brookings) presented Brookings Volunteer Fire Association Fire Captain Dennis Ward with a check in the amount of \$1,538.00. These funds came from an organized Senior Project by these young ladies in the form of a Powder Puff Football game during Homecoming week. Originally, the money raised was to be for relief efforts in New York. Later, it was decided it would be better to keep the funds locally for our own Fire Department. The Fire Department and Council expressed their deepest appreciation.

2. Introduction of new employee - Kelly Sevey / Police Officer
Police Chief Chris Wallace presented Kelly Sevey to Council as the department's newest Police Officer. Sevey originally joined the Gold Beach Police Department in 1990.
3. Introduction of new employee - Susan Frisch / Part-time Communications Officer, Police Department
Police Chief Chris Wallace introduced Susan Frisch as the new part-time Communications Officer in the Police Department.

Chief Wallace asked Lt. John Bishop to present two additional items to Council

Lt. Bishop advised the VIPS (Volunteers in Police Service) were in serious need of a new vehicle, and that he had been working on securing one for them, but was having difficulty in finding funds (\$3,000) for an excellent restored police vehicle coming out of Idaho. Suddenly, City Manager Blodgett informed him (Bishop) Mrs. Delores Loring had called donating \$3,000 for a good cause. Blodgett knew just the "cause." Bishop thanked Mrs. Loring, who was not present at the meeting, for her kindness. Arrangements for the restored vehicle have been made and it will be delivered with one or two weeks. Additionally, the vendor has offered monies for the old VIPS car.

Bishop also provided an update on the 911 Consolidation, as mandated by the state, which will not be saving funds, or cutting funds. The state will be reallocating funding by shuffling the money around. Plans discussed or in writing are not written in stone, because many other conditions must be in place before our 911 Center will change.

V. **SCHEDULED PUBLIC APPEARANCES**

- A. Pete Smart, General Manager Curry Transfer and Recycling – complying with state required recycling goals

General Manager Pete Smart refreshed Council's memory regarding a prior Senate Bill which passed sometime ago which established what percentage of recycling was required to be done timely. HB3744 unanimously passed, which has brought with it a few more opportunities to recycle. Smart briefly reviewed Curry Co's status on some of the requirements: Curry County Wasteshed Plan 2005 and 2009 was provided to Council (a copy is included as part of these minutes). He stated in 1992, 21% of tons collected went to land fill based on the number of tons recycled. The following percentages ensued: 1993 - 25%, 1994 - 27%, 1995 - 31%, 1996 - 35%, 1998 - 29%, 1999 - 27%, and in 2000 - 41%. Curry County was 3rd in the entire State. Smart reported CTR has applied for a hazard waste grant through the State to come in 2002, which appears to be very favorable for Curry County. Discussion ensued.

VI. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and Liaison

1. Chamber of Commerce

Chamber Executive Director Les Cohen mentioned the annual program report forthcoming in January, as a part of the Chamber's agreement with the City to justify use of bed tax received from the City. He also reported in the year 2000, there were 25,840 hits on the Chamber's website. To date, 2001, there have been 51,752 hits, and the visitor numbers at Chamber are the highest since 1993. Cohen reminded Council of the January 29, 2002 Business Outlook Conference, and the participation of the Festival of Lights Contest.

Next Cohen, as a founding member of the American Music Festival (AMF), made a presentation letter and gift certificate for a weekend of lodging and meals at Hood River to the City's Administrative Secretary Sharon Ridens, recognizing her "for all the time and work contributed to guarantee the success of the AMF Summer Concert Series. Cohen stated Ridens was an active, integral and indispensable member of the American Music Festival since its inception, and asked her to accept the Coordinating Committee's heartfelt gratitude and that of the community for all the work done to bring music and enjoyment to the Brookings-Harbor area through the American Music Festival." Ridens was speechless, but extremely appreciative.

2. Council Liaisons

Councilor Lorraine Kuhn stated she had attended a good meeting with Planning Commission, and that H.O.P.E. (Healthy Opportunity for

Positive Environment) is moving along, funds received for activities within community and school district.

Councilor Frances Johns attended two recycling committee meetings in Gold Beach, and two school district oversight committee meetings.

Council President Larry Curry attended with Mayor Hagbom a Girl Scout meeting to promote their work with holiday wishes to service personnel overseas.

Councilor Rick Dentino attended the Harbor Sanitary District meeting, represented the City at the Needs and Issues meeting in Gold Beach last week. Later this week he will be involved with the Brookings Harbor Leadership Class at Southwestern Community College, as will Councilor Johns.

Mayor Hagbom advised he and City Manager Blodgett had attended the Transportation Commission meeting in Salem regarding monies to be spent in the next few years. He felt their attendance was important to maintain the same posture and position in their eyes. Hagbom noted the Commission had seen the project and was supportive of couplet.

B. **Unscheduled**

There were no unscheduled appearances or comments from the audience.

VII. STAFF REPORTS

A. **Finance Department**

1. **Certificate of Achievement Award from Government Finance Officers Association**

Mayor Hagbom stated that in spite of our change in Finance Directors, we had been notified by the Government Finance Officer Association that the City's comprehensive annual financial report for the fiscal year ending June 30, 2000, qualified for a Certificate of Achievement for Excellence in Financial Reporting. This Certificate is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Accounting Specialists Nancy Corrigan was present to receive the Certificate of Achievement Plaque. Hagbom stated the success for the Finance Department came from two stellar employees - Nancy

Corrigan and Hilary Thompson, and asked for a round of applause of them.

B. City Manager

City Manager Leroy Blodgett advised Council a liquor license application had been presented by Sheldon Lent, which needed to be added to the agenda.

Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to add the consideration of an Oregon Liquor Control Commission Liquor License Application from Sheldon Lent, dba: Brookings Market.

Discussion ensued. Mr. Shelton Lent was present for questions presented.

Councilor Kuhn moved, Councilor Johns seconded, and the Council voted unanimously to approve the presented Liquor License Application from Shelton Lent, dba: Brookings Market.

1. New Finance Director update

City Manager Blodgett advised Council a new Finance Director has been hired. Paul Hughes will begin employment with the City on January 3, 2002. Paul is presently the Chief Financial Officer for the Modoc Medical Center in Alturas, California. Prior to Alturas, Paul was the Financial Controller for California Association of Counties. Blodgett stated Hughes will bring a great deal of experience and energy to the Finance Department. Paul and his wife, Sherri, have twin 11 year-old daughters. His family plans to remain in Alturas until such time, they can sell their home and settle in Brookings. A reception for the new City Finance Director will be held on January 9, 2002, from 3:00 p.m. to 5:00 p.m. in the City Hall Council Chambers. Hughes will attend the first Council meeting in January.

2. City Manager, City Attorney, and Municipal Court Judge evaluations

City Manager Blodgett addressed the timing for evaluations for the Judge, City Attorney, and City Manager. He reviewed the staff report provided in the Council packet and the difficulty in Council trying to evaluate the City Attorney and Judge. He recommend Council allow the City Attorney and the Municipal Court Judge to give Annual Reports. City Attorney Trew asked Blodgett to provide him with an evaluation. Council by consensus

agreed Annual Reports were more appropriate for the Judge and City Attorney.

Options were discussed regarding the City Manager's evaluation and form. Blodgett recommended Council adopt the criteria presented in the packet and to have the evaluation on January 28, 2002, with the possibility of Mayor Hagbom being gone at the January 14, 2002 meeting.

Councilor Dentino moved, Councilor Curry seconded, and the Council voted unanimously to adopt the evaluation forms as criteria for performance evaluation of City Manager.

3. Couplet update
City Manager Blodgett discussed some new information on the couplet and questions about local match. Information will be put together later. The next meeting regarding these issues will be on January 16, 2002, in Salem for a final decision of which projects will be funded.
4. Council Goals progress report
City Manager Blodgett reviewed the status of the current 2001-2002 Council Goals, which were included in the staff report as a part of the Council packet. The goals are used in preparation of the annual budget and as a guideline for staff. Blodgett recommended a change from January 12 for a Goals Session Workshop to January 26, 2002 from 9:00 a.m. to 2:00 p.m. at the Best Western Conference Center.
5. Other
Blodgett asked Council to take an opportunity see the City's recent web site change, whereby City Staff are wishing everyone a Happy Holiday. Staff's photo and Council Chambers Christmas Tree are seen.

Councilor Curry questioned Blodgett regarding the couplet's local participation requirements. He also thanked staff for decorating the Council Christmas tree.

Staff Administrative Secretary Ridens organized the volunteer hosting of the on going Nature's Coastal Holiday light festival at Azalea Park. The City hosted the evening of December 16, 2002, and will host another evening.

Blodgett remind Council there is no meeting on December 24, due to holiday.

- C. Police Department
These Agenda items were taken out of order, under Agenda Item No. IV.A.3.
 - 1. 911 consolidation update
Police Chief Chris Wallace asked Lt. John Bishop to provide an update on the 911 consolidation. Bishop briefly re
 - 2. Volunteers in Police Service (VIPS) donation

VIII. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 - 1. Minutes of November 19, 2001, Regular Council Meeting
 - B. Acceptance of Planning Commission Minutes
 - 1. Minutes of November 6, 2001, regular Commission Meeting
 - C. Acceptance of Parks & Recreation Commission Minutes
 - 1. Minutes of October 25, 2001, regular Commission Meeting
 - C. Approval of Vouchers (\$574,313.07)
- (end Consent Calendar)

Councilor Kuhn moved, Councilor Dentino seconded, and Council voted unanimously to approve the consent calendar as presented.

IX. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Ordinances
 - 1. No. 01-O-446.MM, in the matter of an ordinance amending the Land Development code regarding short term rentals
The Council reviewed and discussed the proposed ordinance at this open meeting held December 17, 2001. Mayor Hagbom called for City Manager Blodgett to read ordinance 01-O-446.MM in its entirety. He did so.

Councilor Kuhn moved, Councilor Johns seconded, and the Council voted unanimously to have the second reading of Ordinance No. 01-O-446.MM, entitled in the matter of an ordinance amending the Land Development code regarding short term rentals, be read by title only.

Blodgett read the ordinance by title only.

Councilor Johns moved, Councilor Kuhn seconded and the Council voted unanimously to adopt Ordinance No. 01-O-446.MM, entitled in the matter of an ordinance amending the Land Development code regarding short term rentals.

City Manger Blodgett asked Council to be sure to review the Building Department's report, which indicates growth: total value of construction to date \$12,532,376.60, versus last year at \$10,375,861.78

X. REMARKS FROM MAYOR AND COUCILORS

Mayor Hagbom recommended Council provide City Manager evaluation forms completed to Sharon by January 14, 2002, and then they will be tallied to have ready for January 28 meeting. Councilors can make comments as to step increases.

Mayor stated there has been discussion regarding the "S" curve coming out of Dawson Tract. It will be discussed with the Planning Commission to come up with some type of solution.

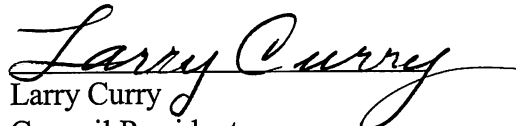
Mayor Hagbom reflected on the strengths of having South Coast Lumber Mill in our community and their efforts in keeping the same amount of employees but revamping their plant facilities. He complimented the owners (Fallerts) on the way they've tried to take care of their employees.

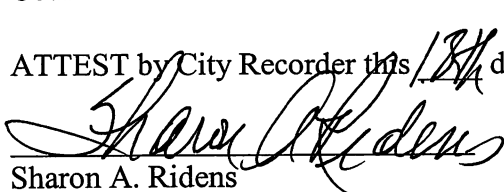
Mayor Hagbom closed with wishing everyone Merry Christmas!

XII. ADJOURNMENT

By verbal consensus the Council unanimously agreed to adjourn the meeting at 8:25 p.m.

Respectfully submitted:


Larry Curry
Council President

ATTEST by City Recorder this 18th day of January, 2002.

Sharon A. Ridens
Interim City Recorder

12/11/01
handed out @
cc mlb

12-18-01
pe-Mayo
Council
Dept Heads

Curry County Wasteshed Plan 2005 and 2009

Curry County is already in compliance with our recycling goals for 2005 and 2009, we believe that the department needs only a narrative of our recycling work. Curry County (and its incorporated cities) has worked very hard to meet and exceed our recycling goals. We are proud of our 2000 recycling rate of 41%.

1. Recycling Drop-offs for the watershed

Curry County has five Transfer stations which accept recycling from the general public. The transfer stations are located at Port Orford, Gold Beach. Agness, Wridge Creek (near Brookings) and at the Recycling bailing facility in Brookings. With some minor differences, each station accepts newsprint, cardboard, plastic, motor oil, Automobile and truck tires, glass (clear, brown and green), magazines, office pack, lead based batteries, tin cans (steel), scrap metal, wood waste and appliances. There is also alternate locations for newsprint in Port Orford at Rays food place, Gold Beach at Rays food place, Harbor at Chetco Federal Credit Union, and Brookings at Rays food place.

2. Recycling pickup for the watershed

The solid waste hauler for Curry County has also established county wide residential curbside recycling routes that covers about 85% of residents. They pick up and sort glass, plastics, newsprint, cardboard, tin cans, magazines and aluminum. These route pickups and collected recyclables from the transfer stations are all taken to the Recycling facility in Brookings where the bailer is located for bailing and shipment. Appliances, automobile bodies and major pieces of scrap metal are held at Wridge Creek until a scrap processor can come to the location and load them for shipment.

Commercial locations are also given the opportunity to recycle cardboard and depending upon the type of business, other types of recycling (office pack, newsprint). Some construction debris is diverted to Wridge Creek from the waste stream and held there for further processing.

3. Yard Debris Collection

The waste hauler(C.T.R) provides curbside collection an free drop off for yard debris twice a year (spring and fall). C.T.R participates in a free yard debris drive to divert as much yard debris as possible out of the landfill.

There is also a Metal drive Twice a year (spring an fall) to coincide with yard debris program. C.T.R. works together with the Cities and County to provide, free drop-off in two locations in the County for metal recycling.

4. Education on Recycling

Curry Transfer & Recycling the solid waste hauler for Curry County also provides a waste audit for the commercial customers to assure as much recycling and diversion as possible from the landfill. C.T.R. also informs all new customers of the recycling program verbal and in a mail out pamphlet . C.T.R. also makes its representative available for educational and promotion of recycling in the areas to civic clubs and schools. The schools makes field trips to the recycling facility at Brookings to educate all of the school children on recycling.

While Curry County is open to any new recycling opportunities, our success has been built on the widespread opportunity of our citizens to recycle. Our plan to continue to offer opportunities to all of our citizens and expand those opportunities wherever possible by offering incentives whenever possible.

our projections for tonnage in 2005 and 2009 plan to be at approximately the same percent as the past years depending on the growth in the county. While an increase in industry would be welcomed in Curry County, we can't count on this type of growth based on a historical perspective.

Handed out @ 12/17/01
ad Mtg
OLCC

OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

Please Print or Type

Application is being made for:

TYPES	ACTIONS
<input type="checkbox"/> Full On-Premises Sales (\$402.60/yr)	<input type="checkbox"/> Add Partner
<input type="checkbox"/> Limited On-Premises Sales (\$202.60/yr)	<input type="checkbox"/> Additional Privilege
<input checked="" type="checkbox"/> Off-Premises Sales (\$100/yr)	<input type="checkbox"/> Change Location
<input type="checkbox"/> Brewery Public House (\$250/yr)	<input type="checkbox"/> Change Ownership
<input type="checkbox"/> Wholesale Malt Beverage & Wine (\$275/yr)	<input type="checkbox"/> Greater Privilege
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Lesser Privilege
	<input type="checkbox"/> New Outlet
	<input type="checkbox"/> Other: _____

Applying as:

Individuals Limited Partnership Corporation Limited Liability Company

_____ for city, county use only.

The city council or county commission:

_____ (name of city or county)

recommends that this license be:

Granted: Denied:

By _____ (signature) _____ (date)

Name: _____

Title: _____

OLCC stamp: Fee Paid, Rec'd by, Date, 90-day authority: Yes/No

- Applicant(s):
 ① Sheldon Lent ② _____
 ③ GRD Lent ④ _____
- Trade Name (dba): BROOKINGS MARKET
- Business Location: 1211 Chetco Ave. Brookings OR. 97415
(number, street, rural route) (city) (state) (ZIP code)
- Business Mailing Address: P.O. Box 1419 Brookings OR. 97415
(PO box, number, street, rural route) (city) (state) (ZIP code)
- Business Numbers: 469-5766 SOON
(phone) (fax)
- Is the business at this location currently licensed by OLCC? Yes No
- If yes to whom: David Hodge Type of License: _____
- Former Business Name: BROOKINGS MARKET
- Will you have a manager? Yes No Name: _____
(manager must fill out an individual history form)
- What is the local governing body where your business is located? BROOKINGS
(name of city or county)
- Contact person for this application: Sheldon Lent 469-5766 9251-33
(name) (phone number(s)) (e-mail address)
15731 Pedrici Dr. Brookings
(address) (fax number)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s):

① Sheldon Lent ③ _____

② GRD Lent ④ _____