

**CITY OF BROOKINGS
COMMON COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, OR 97415
May 8, 2000
7:00PM**

I. CALL TO ORDER

Mayor Bob Hagbom called the meeting to order at 7:04 PM.

II. PLEDGE OF ALLEGIANCE

Led by Community Development Director Leo Lightle

III. ROLL CALL

Council Present: Mayor Bob Hagbom, Councilors Larry Curry, Frances Johns, and Student Ex-Officio Councilors Shiloh Thom and Cindi Peterson, a quorum present.

Council Absent: Councilors Keith Pepper and George Ciapusci, excused

Staff Present: City Manager Tom Weldon, City Attorney John Trew, Finance Director/Recorder Gail Hedding, Community Development Director Leo Lightle, Fire Chief William Sharp, Police Chief Ken Lewis, City Planner John Bischoff, Public Works Supervisor Dennis Barlow, and Administrative Secretary Sharon Ridens

Media Present: Chuck Hayward, Curry Coastal Pilot

Other: Chamber of Commerce Executive Director Les Cohen, Victoria Nuss-President Businesses for a Better Brookings, and approximately 20 other citizens

Mayor Hagbom asked Student Ex-Officio Councilor Cindi Peterson, acting as Student Mayor in the upcoming Mock Student Council Meeting set for May 24, 2000, at 6:30PM, to introduce the students from the BHHS Leadership Class who would be participating and that were present: Shiloh Thom as City Manager, and as Councilors - Rachel Brewer, Lisa Nowlin, Mary Ball, and Alyssa Babin.

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

A. Proclamations

1. Elks National Youth Week ~ beginning May 2, 2000

Mayor Bob Hagbom proclaimed May 2, 2000, to begin Elks National Youth Week. Exalted Ruler Tom McCormick and Past District Deputy Grand Exalted Ruler Chuck Heaney were present to receive the proclamation.

B. Announcements

1. Resignation of Councilor George Ciapusci

Mayor Hagbom read Councilor George Ciapusci's resignation from the Council.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to accept with regret the resignation of Councilor George Ciapusci.

V. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Committee and Liaison reports

1. Chamber of Commerce

Executive Director Les Cohen reported on various meetings and conferences he had recently attended and advised the Council of future meetings and activities to encourage air-service opportunities out of the Crescent City Airport north and to Medford. Cohen invited the Council and all present to attend the upcoming Azalea Festival begins on May 26, 2000, with a kick-off Chamber mixer at Azalea Park.

2. Businesses for a Better Brookings

President Victoria Nuss reported on new high-tech businesses in the area and noted an additional 46 holes had been drilled in the sidewalks by members of both the Vietnam Veterans, Chapter 757 and Business for a Better Brookings. She said there will be an impressive display of the American Flags for the festivities of the Memorial Day weekend. Nuss questioned the Council on the \$20,000, designated in the budget for downtown revitalization, and was informed the specific allocations will be determined after the final report from PROUD.

Nuss announced her resignation as president of Business for a Better Brookings, and made a request of support from the Mayor and Council to encourage businesses to advertise in their visitor center building located midtown. She accused the Councilor Keith Pepper, his partner, and board

members and staff of the Brookings-Harbor Chamber of Commerce of actively discouraging businesses from participating in advertising in the downtown visitor center.

3. *Port of Brookings-Harbor*
No Report

4. *Parks & Recreation Commission*
No Report

5. *Planning Commission*
No Report

6. *Council Liaisons*
Councilor Curry reported on his attending the Coos Curry Douglas Economic Development Corporation budget meeting.

Student Ex-Officio Shiloh Thom reminded the Council of the Mock Student City Council meeting to be held May 24, 2000. She invited the Mayor and Council to come to the pizza party at 5:30PM held in the Council Chambers, provided by The Curry Coastal Pilot, and the meeting which would begin at 6:30PM. She informed the Council of a benefit concert to be held on May 12, by Heather Cavaness, and the Seabreeze Concert set for May 24th and 25th.

Student Ex-Officio Councilor Cindi Peterson reported the next and final school dance of the year will be on May 13, 2000, named "MORP", which is "PROM" backwards, and will be a "Sadie Hawkins" type dance. Happily, she reported on the success of the softball and baseball teams, noting both would be in the playoffs. Peterson invited the Council and Mayor to graduation which will be June 10, 2000.

Mayor Hagbom reminded the audience of the Law Enforcement Memorial Service to be held May 13, 2000, at 10:00AM at City Hall, and encouraged all to attend. He said the City would follow the standard operating procedures for announcing the vacancy for Position No. 4, previously held by George Ciapusci, which would include a notice in the local newspaper on Wednesday for those candidates interested in applying with a cut-off date of June 2nd. Appointment will be made at the Council meeting June 12, 2000.

B. Unscheduled

Vicki Nuss, Pioneer Road, Brookings asked procedures for asking questions regarding the ethics review. City Attorney Trew advised he would be giving an overall review and hesitated to respond to specific scenarios, but she was welcome to ask. However, he might not be able to provide an answer.

Augie Kofot, 787 Ransom, thanked Nuss for her contribution to Business for a Better Brookings.

VI.

STAFF REPORTS

A. City Attorney

1. Ethics Guide for Public Officials Review

City Attorney Trew reviewed the reason for the city ordinance and explained it resulted from Oregon State Law, so as to address changes made from the legislature each year, which is outlined in some detail in the 1993 Oregon Government Standards and Practices Law. He advised, if anyone didn't have a copy, to contact his office and he would make a copies. Trew provided a general introduction of ethics and reviewed most ethical questions, which are often settled by common sense. Oregon state requires public officials to file an ethics statements.

Vikki Nuss questioned the disclosure of public documents, including email, the endorsement by public officials of items being voted on. Trew advised he couldn't answer, because he was not prepared to discuss election laws.

Fred Howe of 290 Tanbark, Brookings, Planning Commission member asked questions about the City Charter and indemnification while doing his duties as a Planning Commissioner. Trew responded.

Mayor Hagbom advised the Council of City Manager Tom Weldon's resignation, and that he would be asking for three items to be added to the agenda:

1) acceptance of Weldon's resignation, 2) hiring League of Oregon Cities (LOC) to handle recruitment, and 3) having a special Council meeting on May 15, 2000.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to add the acceptance of City Manager Tom Weldon's resignation to the agenda.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to accept City Manager Tom Weldon's resignation effective August 4, 2000.

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to add to the agenda discussion for consideration of hiring the League of Oregon Cities for recruitment purposes for hiring a new city manager.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to hire the League of Oregon Cities to assist with recruitment for the city manager position.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to add the decision of having a Special Council Meeting on May 15, 2000, to meet with the League of Oregon Cities to the agenda.

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to have a Special Council Meeting on May 15, 2000, at 7:00 PM to meet with Richard Townsend, Director of the League of Oregon Cities to work on the criteria and standards for replacement of the city manager.

Mayor Hagbom added, at the special Council meeting, the public will be asked enter into the discussion about city manager qualifications and criteria.

B. Finance Department

1. *Recommendation on selection of banking services provider*
Finance Director Gail Hedding provided a detailed report and recommendation for a provider of bank/financial services to the City. The evaluation and review process is now completed and she recommended the Council approve Family Security Bank as the provider of banking services to the City of Brookings. This recommendation was based upon the evaluation outlined in the provided fact sheets which indicate their costs lower than Western Bank. Hedding stated this would be effective July 1, 2000.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to approve Family Security Bank as the financial services provider for the City of Brookings, effective July 1, 2000.

Bank President Genie Gilliam, 16173 Gustafson Ln, Harbor thanked the City for giving Family Security Bank the opportunity to serve the city government.

C. *Community Development Department*

1. *Authorization of fencing of North Bank Chetco ballfields at Azalea Park*

Community Development Director Leo Lightle asked the Council to authorize the placing of a permanent fence to be installed on the North Bank ball field at Azalea Park, as per the recommendation of the Parks and Recreation Commission.

Harlan Anderson of 850 Cameo Court, Brookings, representing the Brookings Harbor Adult Softball League stated they were in favor of the ideas of the fencing and safety precautions. He, Lightle, and City Manager Weldon clarified the funding status, gate locations, and the involvement of the Parks and Recreation Commission and City staff.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to approve permanent fencing of the North Bank Ballfield, as recommended by the Parks and Recreation Commission, which would be paid for by the Brookings-Harbor Softball League.

2. *Authorization to establish area to store vegetation clippings for Azalea Park maintenance*

Director Lightle supplied a description and recommendation for authorizing the construction of an area to store clippings from Azalea Park, as per the provided recommendation of the Parks and Recreation Commission. It was noted this would be a temporary storage area.

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to authorize construction and establishment of an area to store vegetation clippings from Azalea Park maintenance, to be located approximately 8 to 10 feet from the lower parking lot and size to be approximately 16' X 16', with the area being hidden from public view by existing bushes.

3. *Authorization to allow placement of birdhouses at specific locations in Azalea Park*

Director Lightle reported and recommended the Council allow the placement of birdhouses at specific locations in Azalea Park. He

provided drawings and a report/recommendation from the Parks and Recreation Commission. Discussion ensued regarding "squirrels" vs children climbing the poles, the diameter of the pole and metal encasement of same for six to ten feet up on the lower portion of the pole.

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to approve the placement of Azalea Foundation constructed and maintained birdhouses as outlined at specific locations in Azalea Park, and if possible having an enclosed steel casing on the lower half of the poles up to 8'.

4. *Award of contract for asphalt overlays*
Community Development Director Lightle presented to the Council the results of the recent asphalt overlays and prep and pavement project. He asked the Council to award the contract to Tidewater Contractors, Inc., in the amount of \$10,650. No discussion ensued.

Councilor Johns moved, Councilor Curry seconded, and the Council voted unanimously to award the asphalt overlays project to Tidewater Contractors, Inc. in the amount of \$10,650.00.

VII. CONSENT CALENDAR

- A. *Approval of Council Meeting Minutes*
 - 1. *Minutes of April 24, 2000, Regular Council Meeting*
- B. *Acceptance of Planning Commission Minutes*
 - 1. *Minutes of April 4, 2000, Regular Commission Meeting*
- C. *Acceptance of Parks and Recreation Commission Minutes*
 - 1. *Minutes of March 23, 2000, Regular Commission Meeting*
- D. *Approval of Vouchers (\$207,744.66)*

(end Consent Calendar)

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to approve the consent calendar as printed.

VIII. REMARKS FROM MAYOR AND COUNCILORS

A. *Council*

There were no additional comments from the Councilors.

B. *Mayor*

Mayor Hagbom again invited the citizens of Brookings to the Law Enforcement Service to be held on Saturday, May 13, 2000, at 10:00AM at City Hall. Councilor Johns informed the Council the Brookings Emblem Club #265 would be doing the flag folding ceremony at the services on Saturday.

XII. ADJOURNMENT

Councilor Curry moved, Councilor Johns seconded, and the Council voted unanimously to adjourn the meeting at 8:24PM.

Respectfully submitted:



Bob Hagbom
Mayor

ATTEST:



Gail L. Hedding
Finance Director/Recorder