CITY OF BROOKINGS BROOKINGS COMMON COUNCIL MEETING

Brookings City Hall Council Chambers 898 Elk Drive, Brookings, Oregon

April 9, 1990 7:00 p.m. MINUTES

I. CALL TO ORDER

Mayor Hummel called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Fred Hummel, Council President Fred Schutt, Councilors Nancy Brendlinger, Bill Henry, Floyd James

Staff Present: City Manager Dennis Cluff, City Attorney Michael Gillespie, Community Development Director Leo Lightle, Finance Director/Recorder Beverly Shields, Municipal Court Judge A. L. Stuart

Media Present: Joelle Johnson and Judy Zelmer, Curry Coastal Pilot; Marge Barrett, KURY

IV. CEREMONIES/APPOINTMENTS

1. Proclamation - "Community Development Week"

Mayor Hummel proclaimed the week of April 7 - 14, 1990 as "Community Development Week".

2. Proclamation - "Earth Day"

Mayor Hummel proclaimed April 22, 1990 as "Earth Day".

3. Appointment of Parks and Recreation Commission member
This item postponed to May 14, 1990.

V. MINUTES FOR APPROVAL

- A. Approval of Council Meeting Minutes
 - 1. March 7, 1990 Special Council Meeting
 - 2. March 12, 1990 Regular Council Meeting

There was a request for a correction on Page 2 of the March 7, 1990 minutes, and a request for corrections on pages 1 and 4 of the March 12, 1990 minutes. Councilor Henry moved to approve the corrected minutes of the March 7, 1990 Special Council Meeting and the corrected minutes of the March 12, 1990 Regular Council Meeting, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Schutt, Henry, James,

Brendlinger, Mayor Hummel

Nays: None

Motion carried; corrected minutes of the March 7, 1990 Special Council Meeting and the March 12, 1990 Regular Council Meeting approved.

- B. Acceptance of Planning Commission Meeting Minutes
 - 1. March 6, 1990 Planning Commission Meeting

Councilor James moved to accept the minutes of the March 6, 1990 Planning Commission Meeting, which motion was seconded by Councilor Henry. The clerk called the roll with the following results:

Ayes: Councilors James, Schutt, Brendlinger,

Henry, Mayor Hummel

Nays: None

Motion carried; minutes of the March 6, 1990 Planning Commission Meeting accepted.

VI. SCHEDULED PUBLIC APPEARANCES

1. 5th Street Engineering Report - Gary Dyer, Consulting Engineer

Steve Majors, representing the engineering firm of Gary Dyer, made a presentation to the City Council on the plans to realign Fifth Street onto Chetco Avenue and to improve the Elk Drive property. A tentative schedule for the project was presented to Council.

Woody Davis, representing South Coast Lumber Company, expressed South Coast's support and desire to see this project completed.

No formal action taken.

 Contract Amendment No. 2 for Easy Street Improvements -Gary Dyer, Consulting Engineer

Steve Majors, representing the engineering firm of Gary Dyer, made a presentation to the City Council requesting approval of Amendment No. 2 to the Engineering Agreement for Street Improvements, which will authorize that firm to begin the final design and the preparation of plans and specifications for the Easy Street Improvement. Councilor Schutt moved to approve Contract Amendment No. 2 for the Easy Street Improvements, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors Henry, Brendlinger, Schutt, James,

Mayor Hummel

Nays: None

Motion carried; Amendment No. 2 to the Engineering Agreement for Street Improvements approved. This action authorizes Gary Dyer, P.E., Consulting Engieers, to begin the inal design and the preparation of plans and specifications for the Easy Street Improvements.

VII. COMMUNICATIONS/REPORTS/REQUESTS

A. Mayor

1. Final Report - Sewage Rate Committee

Mayor Hummel reported that the Sewage Rate Committee met and the final report was presented to Council. The report is advisory only. Councilor Schutt moved to accept the Final Report of the Sewage Rate Committee, which motion was seconded by Councilor Henry. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Schutt,

Henry, Mayor Hummel

Nays: None

Motion carried; Final Report of the Sewage Rate Committee accepted.

2. Recycling Committee Report

Mayor Hummel reported that a final meeting is to be held this month and a report should be out by the end of the month.

Michael Early, attorney for C.T. & R., reported that there are some new ideas in recycling and that C.T. & R. would like to have a workshop on recycling for members of the Council and indicated that they will submit a proposal next week.

3. Skateboard Park

Mayor Hummel reported that the school board is meeting tonight (Monday) and will discuss the City's request that the school and the City form a joint effort on this project as the school has land appropriate for this park and the City does not.

4. March of Dimes Walkathon

Mayor Hummel announced that he is chairman of this event and will accept any sponsors for a twelve mile walk.

B. Council

1. Personnel file - Marshall Ferg

Councilor Schutt requested that all documents pertaining to the Ferg demotion be removed from his file and shredded. City Attorney Gillespie said that we cannot legally shred public documents; that we can remove them and seal the documents if we wish. Councilor Schutt moved to remove all documents in Marshall Ferg's file relating to demotion and send documents to the City Attorney's office for safekeeping, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors James, Henry, Brendlinger,

Schutt, Mayor Hummel

Nays: None

Motion carried; all documents in Marshall Ferg's file relating to demotion to be removed and sent to the City Attorney's office for safekeeping.

C. Planning Commission

1. Recommendation from Planning Commission for street name - Constitution Way

Jane Hitchcock made a statement to the Council requesting that the street next to the weigh station be named Constitution Way in recognition of Brookings being a Bicentennial City and suggested that the signs be dedicated on the Fourth of July punch have cake and at City Hall (Ray's Sentry Market will donate the celebration. Councilor Brendlinger moved to name the street by the weigh station "Constitution Way", which motion was seconded by Councilor James. clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Henry,

Schutt, Mayor Hummel

Nays: None

Motion carried; street by the weigh station named "Constitution Way".

2. Recommendation from Planning Commission for street renaming - Sunshine Lane to Hassett Street

Councilor Henry moved to change the name of Sunshine Lane to Hassett Street, which motion was seconded by Councilor James. The clerk called the roll with the following results:

Ayes: Councilors Schutt, Henry, James,

Brendlinger, Mayor Hummel

Nays: None

Motion carried; Sunshine Lane renamed "Hassett Street".

D. <u>Chamber of Commerce</u>

None.

E. Golf Board

None.

F. City Manager

 Letter from W.K. MacLeod requesting summer water irrigation rates

Mr. Ken MacLeod read a letter to the City Council requesting a summer water irrigation rate. Councilor Schutt recommended instituting an odd/even days system of watering. Following a discussion, Councilor Schutt moved to institute a summer water irrigation rate and to utilize the odd/even days system to water, which motion was seconded by Councilor James.

Following further discussion, Councilor Henry moved to amend the motion to include language that should the city water go below normal capacity the water program be eliminated with three days notice and authorize the City Manager to stop the program, which motion was seconded by Councilor James. The clerk called the roll with the following results: Ayes: Councilors Henry, Brendlinger, Schutt,

James, Mayor Hummel

Nays: None

Motion carried; motion amended to include language that should the city water go below normal capacity the water program will be eliminated with three days notice and the City Manager is authorized to stop the program.

The clerk called the roll on the amended motion with the following results:

Ayes: Councilors James, Schutt, Brendlinger,

Henry, Mayor Hummel

Nays: None

Motion carried; summer water irrigation rate instituted and the odd/even days system to water approved; and, should the city water go below normal capacity the water program will be eliminated with three days notice and the City Manager is authorized to stop the program.

2. Solid waste collection and disposal fee

Mr. Michael Early, attorney for Curry Transfer and Recycling, made a statement on the proposed rates. City Recorder Beverly Shields read Resolution No. 90-R-482 into the record. Councilor Brendlinger moved to adopt Resolution No. 90-R-482, which motion was seconded by Councilor Henry. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Schutt,

Henry, Mayor Hummel

Nays: None

Motion carried; Resolution No. 90-R-482, a resolution approving rates for sanitation services to be charged by Curry Transfer and Recycling to customers in the city of Brookings, adopted.

3. Request for authorization to allow partial payment on projects in a timely manner

City Manager Dennis Cluff requested that Council consider allowing the City Manager to authorize partial payment on the Wastewater Treatment Expansion Project when timing is such that Council can't approve the expenditure before the contracted payment schedule.

Councilor Henry moved to authorize the City Manager to make partial payments to contractors on the Wastewater Reconstruction Project with the understanding that the bill be presented to the Council at the next meeting, which motion was seconded by Councilor Schutt.

Following further discussion, Councilor Henry amended the motion to include: and to direct the City Manager to contact the contractors and perhaps set a later date for bills to be due to eliminate the need for the City Manager to make these partial payments, which amendment was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Henry,

Schutt, Mayor Hummel

Nays: None

Motion carried; motion amended to include language: City Manager to contact the contractors and perhaps set a later date for bills to be due to eliminate the need for the City Manager to make these partial payments.

The clerk called the roll on the amended motion with the following results:

Ayes: Councilors James, Henry, Brendlinger,

Schutt, Mayor Hummel

Nays: None

Motion carried; City Manager authorized to make partial payments to contractors on the Wastewater Reconstruction Project with the understanding that the bill be presented to the Council at the next meeting, and City Manager directed to contact the contractors and perhaps set a later date for bills to be due to eliminate the need for the City Manager to make these partial payments.

4. Request for authorization to approve change orders for wastewater treatment expansion project

City Manager Dennis Cluff requested that Council consider authorizing the City Manager to approve change orders on the Wastewater Treatment Expansion Project, where expeditiousness is needed for continuity.

Councilor Henry moved to authorize the City Manager to approve change orders for the Wastewater Treatment Expansion Project, up to a maximum amount of \$10,000, which motion was seconded by Councilor James. The clerk called the roll with the following results:

Ayes: Councilors Schutt, Henry, James,

Brendlinger, Mayor Hummel

Nays: None

Motion carried; City Manager authorized to approve change orders for the Wastewater Treatment Expansion Project, up to a maximum amount of \$10,000.

5. Request for authorization to have Curry County prepare a proposed UGB expansion map

City Manager Dennis Cluff requested that Council consider authorizing staff to submit application maps to Curry County for consolidation onto one map of the proposed UGB expansion map.

Councilor Henry moved to submit application maps to Curry County for preparation of a proposed UGB map, which motion was seconded by Councilor James. The clerk called the roll with the following results:

Ayes: Councilors James, Schutt, Brendlinger,

Henry, Mayor Hummel

Nays: None

Motion carried; staff authorized to submit an application to Curry County for preparation of a proposed UGB map.

6. Proposal for completion of Periodic Review Order and Comprehensive Plan Editing - The Benkendorf Associates Corporation

City Manager Dennis Cluff noted that the firm of Benkendorf and Associates was previously engaged by the City to perform periodic review and planning services for the City and recommended that they be hired again to complete the process.

Councilor Henry moved to rehire Benkendorf and Associates to complete the periodic review in the amount of \$10,450, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Henry, Brendlinger, Schutt,

James, Mayor Hummel

Nays: None

Motion carried; Benkendorf and Associates to be rehired to complete the periodic review process in the amount of \$10,450.

7. Discussion of Urban Renewal District

Mr. Lyle A. Stewart, AIA, AICP, of the firm of Patterson, Snider & Stewart, an urban renewal consultant/expert, addressed the issue of an urban renewal district.

Genie Gilliam, President of the Southern Curry Merchants Association, made a presentation and advised that the association has \$19,000 in pledges from community businesses, and requested that the City consider loaning the association up to \$19,000 to begin the urban renewal project.

Councilor Brendlinger moved to authorize the Mayor to sign an agreement with Patterson, Snider and Stewart to begin the urban renewal project plan and to allow the City to loan up to \$19,000 of City money to the project, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Henry, Brendlinger, Schutt,

James, Mayor Hummel

Nays: None

Motion carried; Mayor authorized to sign an agreement with Patterson, Snider and Stewart to begin the urban renewal project plan and to allow the City to loan up to \$19,000 of City money to the project.

8. Dawson Tract Local Improvement District Project

City Manager Dennis Cluff indicated that letters have been received from EPA and DEQ allowing the Dawson Tract sewer/water project to proceed without further delay, as long as the sewer connection with the wastewater treatment plant is not connected until the current expansion is complete. Mr. Cluff to now proceed with out that possibility of work being performed during this summer season, the City needs the engineer to complete the plans and specifications, and a bond attorney and bond consultant should be retained. Councilor Schutt moved to authorize staff to hire the engineering firm of H.G.E. to complete the Breithaupt engineering, to hire Moore Associates as bond consultants and to hire George Mardikes of Ragen, Tremaine, Krieger, Schmeer and Neil as bond counsel, which motion was seconded by The clerk called the roll with Councilor James. the following results:

Ayes: Councilors James, Henry, Brendlinger,

Schutt, Mayor Hummel

Nays: None

Motion carried; staff authorized to hire the engineering firm of H.G.E. to complete the engineering, to hire Moore Breithaupt and Associates as bond consultants and to hire George Mardikes of Ragen, Tremaine, Krieger, Schmeer and Neil as bond counsel, for the Dawson Tract Local Improvement District project.

9. Request to retain bond counsel and bond consultant
- Ransom Avenue Street Improvement Project - Third
Street to Sixth Street

City Manager Dennis Cluff advised that the engineering has been completed on this project and the next step in the project should be to retain a bond attorney and a bond consultant to set up the financial and legal portion of this project. Councilor Henry moved to hire Moore Breithaupt and Associates as bond consultants and to hire George Mardikes of Ragen, Tremaine, Krieger, Schmeer and Neil as bond counsel, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Henry,

Schutt, Mayor Hummel

Nays: None

Motion carried; staff authorized to hire to hire Moore Breithaupt and Associates as bond consultants and to hire George Mardikes of Ragen, Tremaine, Krieger, Schmeer and Neil as bond counsel for the Ransom Avenue Street Improvement Project - Third Street to Sixth Street.

10. Request for payment - Marv's Utility Specialists

City Manager Dennis Cluff presented the Council with Construction Pay Estimate No. 9 from CH2M Hill Engineering, recommending payment to Marv's Utility Specialists for work performed during that month of March in the amount of \$18,005.70.

Councilor Henry moved to approve payment of \$18,005.70 to Marv's Utility Specialists and to notify Marv's that this is the last payment until the project is completed, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors Schutt, Henry, James,

Brendlinger, Mayor Hummel

Nays: None

Motion carried; payment of \$18,005.70 to Marv's Utility Specialists approved and staff directed to notify Marv's that this is the last payment until the project is completed.

- G. Community Development Director
 - 1. Acceptance of street improvements Crook Project Hemlock and Fern Streets

Community Development Director Leo Lightle advised the Council that as a part of his development, William Crook was required to build a street section on Hemlock Street and also on Fern Street. Mr. Crook has constructed the street to City standards and Mr. Lightle recommended that the Council consider accepting the Crook Project at Hemlock and Fern Street into the City street system.

Councilor James moved to accept the Crook Project street improvements on Hemlock and Fern Streets into the City streets system, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results: Ayes: Councilors Henry, Brendlinger, Schutt,

James, Mayor Hummel

Nays: None

Motion carried; Crook Project street improvements on Hemlock and Fern Streets accepted into the City streets system.

2. Acceptance of street improvements - John Zia Project - Old County Road

Community Development Director Leo Lightle advised the Council that as a part of his development, John Zia was required to build a street section on Old County Road near its intersection with Pacific Avenue. Mr. Zia has constructed the street to City standards and Mr. Lightle recommended that the Council consider accepting the Zia Project street improvements on Old County Road near its intersection with Pacific Avenue into the City street system, with the condition that permanent barricades will be placed at the ends of the sidewalks.

Councilor Schutt moved to accept the Zia Project street improvements on Old County Road near its intersection with Pacific Avenue into the City streets system, with the condition that permanent barricades will be placed at the ends of the sidewalks, which motion was seconded by Councilor James. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Schutt,

Henry, Mayor Hummel

Nays: None

Motion carried; Zia Project street improvements on Old County Road near its intersection with Pacific Avenue accepted into the City streets system, with the condition that permanent barricades will be placed at the ends of the sidewalks.

3. Contract for Engineering Services - Corrosion Protection at Water Treatment Plant

Community Development Director Leo Lightle explained that the corrosion in the water treatment plant filter bays has corroded deep enough to warrant immediate action in some small areas. Mr. Lightle recommended that the Council consider authorizing the Mayor to sign Amendment I to the Agreement Between City of Brookings and H.G.E., Inc., for Professional Engineering Services, with an amendment to Exhibit SR-A, page 2 of 3, Item 5.2 by inserting language to read, "cost not to exceed for this phase is \$6,150."

Councilor Brendlinger moved to authorize the Mayor to sign Amendment I to the Agreement Between City of Brookings and H.G.E., Inc., for Professional Engineering Services, with an amendment to Exhibit SR-A, page 2 of 3, Item 5.2 inserting language to read, "cost not to exceed for this phase is \$6,150," which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors James, Henry, Brendlinger,

Schutt, Mayor Hummel

Nays: None

Motion carried; Mayor authorized to sign Amendment I to the Agreement Between City of Brookings and H.G.E., Inc., for Professional Engineering Services, for corrosion protection at the water treatment plant, with an amendment to Exhibit SR-A, page 2 of 3, Item 5.2 inserting language to read, "cost not to exceed for this phase is \$6,150."

4. Systems Development Charges - Percentages of the sewer portion of the SDC charged to sewer treatment and sewer collection

Community Development Director Leo Lightle explained that staff took the actual bid opening costs of Stage I and updated the Stage II cost to 1990 to establish the ratio of cost for treatment vs. collection. Mr. Lightle recommended that the Council consider apportioning 72% of the SDC for sewer to treatment and 28% to collection.

Councilor Schutt moved to adopt the staff recommendation to apportion 72% of the Systems Development Charge for sewer to treatment and 28% to collection, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Henry

Schutt, Mayor Hummel

Nays: None

Motion carried; staff recommendation to apportion 72% of the Systems Development Charge for sewer to treatment and 28% to collection adopted.

H. <u>City Attorney</u>

1. Municipal Court Report

City Attorney Michael Gillespie presented a verbal report on possible alternatives in handling municipal court cases in the City. Following a discussion, Mayor Hummel appointed Councilors Schutt and James to look at the overall picture of the municipal court.

J. Contract Review Board

None.

VIII. <u>CALL FOR BIDS</u>

1. Fire Department Equipment

Staff recommended the Council consider authorizing the Fire Department to call for bids for:

- 2 6" x 4.5" butterfly valves
- 1 Mark 2 Survivair Breathing Apparatus
- 6 Salvage covers
- 1 Smoke ejector
- 2 4" pry bars

The estimated cost of this equipment is \$5,000 and the funds for the purchase of this equipment are available in the 1989-90 Fire Department budget.

Councilor Schutt moved to authorize staff to call for bids for the listed equipment, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Aves:

Councilors Schutt, Henry, James, Brendlinger,

Mayor Hummel

Navs:

None

Motion carried; staff authorized to call for bids for the listed equipment for the Fire Department.

IX. REPORT ON BIDS

None.

X. PUBLIC HEARINGS

None.

XI. FINAL ORDERS

None.

XII. ORDINANCES

1. Ordinance No. 90-0-387.B - An ordinance amending Ordinance No. 84-0-387, Section 6, Subsection B, Paragraph 2, of the City of Brookings. (taxi ordinance)

Finance Director/Recorder Beverly Shields read Ordinance No. 90-0-387.B into the record in its entirety. Councilor James moved to adopt Ordinance No. 90-0-387.B by first reading, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors James, Schutt, Brendlinger, Henry,

Mayor Hummel

Nays: None

Motion carried; Ordinance No. 90-O-387.B, an ordinance amending Ordinance No. 84-O-387, Section 6, Subsection B, Paragraph 2, of the City of Brookings, (taxi ordinance), adopted by first reading.

Finance Director/Recorder Beverly Shields read Ordinance No. 90-0-387.B into the record by title only. Councilor Henry moved to adopt Ordinance No. 90-0-387.B by second reading, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Henry, Brendlinger, Schutt, James,

Mayor Hummel

Nays: None

Motion carried; Ordinance No. 90-O-387.B, an ordinance amending Ordinance No. 84-O-387, Section 6, Subsection B, Paragraph 2, of the City of Brookings, (taxi ordinance), adopted by second reading. (To become effective May 8, 1990)

XIII. RESOLUTIONS

1. Resolution No. 90-R-479 - A resolution adopting rates, fees and charges to the users of the City of Brookings sewer services; and repealing Resolution No. 89-R-468.

Finance Director/Recorder Beverly Shields read Resolution No. 90-R-479 into the record. Councilor Henry moved to adopt Resolution No. 90-R-479, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors Brendlinger, James, Schutt, Henry,

Mayor Hummel

Nays: None

Motion carried; Resolution No. 90-R-479, a resolution adopting rates, fees and charges to the users of the City of Brookings sewer services; and repealing Resolution No. 89-R-468, adopted.

2. Resolution No. 90-R-480 - A resolution adopting a mutual aid agreement between fire agencies.

Finance Director/Recorder Beverly Shields read Resolution No. 90-R-480 into the record. Councilor Brendlinger moved to adopt Resolution No. 90-R-480, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors James, Henry, Brendlinger, Schutt,

Mayor Hummel

Nays: None

Motion carried; Resolution No. 90-R-480, a resolution adopting a mutual aid agreement between fire agencies, adopted.

3. Resolution No. 90-R-481 - A resolution declaring the intent of the city council to initiate the establishment of a local improvement district within the city of Brookings. (Highland Subdivision)

Finance Director/Recorder Beverly Shields read Resolution No. 90-R-481 into the record. Councilor James moved to adopt Resolution No. 90-R-481, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors James, Henry, Schutt

Nays: Councilor Brendlinger, Mayor Hummel

Motion carried; Resolution No. 90-R-481, a resolution declaring the intent of the city council to initiate the establishment of a local improvement district within the city of Brookings, (Highland Subdivision), adopted.

Councilor Brendlinger went on record opposing an L.I.D. which has only 37% of assenting votes.

XIV. UNSCHEDULED PUBLIC APPEARANCES

None.

XV. PAYMENT OF VOUCHERS

Councilor Brendlinger moved to approve payment of the vouchers in the amount of \$1,061,114.69, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

Ayes: Councilors James, Henry, Schutt, Brendlinger, Mayor

Hummel

Nays: None

Motion carried; vouchers in the amount of \$1,061,114.69 approved.

EXECUTIVE SESSION ORS 192.660 ()

None.

XVI. ADJOURNMENT

Councilor James moved to adjourn the meeting, which motion was seconded by Councilor Schutt; motion carried unanimously.

Mayor Hummel adjourned the meeting at 12:15 a.m., April 10, 1990.

Fred Hummel

Mayor

ATTEST:

Beverly S. Shields

Finance Director/Recorder

Fieldinge

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