

**CITY OF BROOKINGS
BROOKINGS COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
February 12, 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 Bill Henry, Nancy Brendlinger, Floyd James

Staff Present: Interim City Manager Richard Kahane, City Attorney John Babin, Administrative Assistant Donna Van Nest, Community Development Director Leo Lightle, Finance Director/Recorder Beverly Shields, Communications Sergeant Cameron Lynn, City Auditor Gerald Burns

Planning Commission Present: Commissioners Mary Jane Brimm, Judi Krebs

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

IV. CEREMONIES/APPOINTMENTS

1. Proclamation - American History Month

Administrative Assistant Donna Van Nest read a proclamation proclaiming February as American History Month in Brookings. Councilor Henry moved to approve the resolution, 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; American History Month proclamation approved.

2. Appointment to Sewage Rate Advisory Committee

Mayor Hummel advised the council that the position on the Sewage Rate Committee had been advertised in the Curry Coastal Pilot and there was no response. The only applicant was Jim Burfield, who Mayor Hummel had presented for appointment at the last council meeting, but whose appointment was not approved. Councilor Henry moved to approve the appointment of Jim Burfield to the Sewage Rate Advisory Committee, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

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

Nays: None

Motion carried; Jim Burfield appointed to the Sewage Rate Advisory Committee (term to expire 03/01/93).

3. Appointment to Parks and Recreation Commission

Mayor Hummel requested approval of the appointment of Cheryl Bavaro to the Parks and Recreation Commission. Councilor Schutt moved to approve the appointment of Cheryl Bavaro to the Parks and Recreation Commission, 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; Cheryl Bavaro appointed to the Parks and Recreation Commission.

3. Appointments to Budget Committee

Mayor Hummel advised that the terms of Budget Committee members Don Croucher and Harold Thiesen expired on February 1, 1990. Don has asked not to be reappointed. The vacancies were announced in the January 17, 1990 issue of the Curry Coastal Pilot. Two applications were received, one from Mel Palmer and one from Harold Thiesen who asked to be reappointed. Mayor Hummel requested approval of the appointment of Mel Palmer and Harold Thiesen to serve full three year terms on the City of Brookings Budget Committee. Councilor Henry moved to approve the appointment of Mel Palmer and Harold Thiesen to the Budget Committee, 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; appointment of Mel Palmer and Harold Thiesen to the Budget Committee approved. (Terms to expire February 1, 1993)

V. MINUTES FOR APPROVAL

A. Approval of Council Meeting Minutes

1. December 28, 1989 Special Council Meeting
2. January 8, 1990 Regular Council Meeting
3. January 12, 1990 Reconvened Council Meeting
4. January 22, 1990 Reconvened Council Meeting

Councilor Brendlinger requested corrections to the minutes of January 8, 1990 on pages 6 and 9, and Mayor Hummel requested a correction on page 4. Councilor Schutt moved to approve the minutes of the December 28, 1989 Special Council Meeting, the January 8, 1990 Regular Council Meeting, the January 12, 1990 Reconvened Council Meeting, and the January 22, 1990 Reconvened Council Meeting as corrected, which motion was seconded by Councilor James. The clerk called the roll with the following results:

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

Nays: None

Motion carried; minutes of the December 28, 1989 Special Council Meeting, the January 8, 1990 Regular Council Meeting, the January 12, 1990 Reconvened Council Meeting, and the January 22, 1990 Reconvened Council Meeting approved as corrected.

B. Acceptance of Planning Commission Meeting Minutes

1. January 2, 1990 Planning Commission Meeting

Councilor Brendlinger moved to accept the minutes of the January 2, 1990 Planning Commission Meeting, 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; minutes of the January 2, 1990 Planning Commission Meeting accepted.

VI. SCHEDULED PUBLIC APPEARANCES

1. Presentation of 1988-89 Annual Audit Report - Gerald Burns, CPA

Gerald Burns, Brookings City Auditor, presented the Council with the 1988-89 Comprehensive Annual Audit Report and advised the Council that, in his opinion, there are no material deficiencies in the accounting system of the city. Mr. Burns thanked the financial staff for their cooperation and commended them for their efforts.

Councilor Henry moved to accept the Comprehensive Annual Audit Report and to commend the financial staff, 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; Comprehensive Annual Audit Report
accepted and financial staff commended.**

VII. COMMUNICATIONS/ANNOUNCEMENTS/REPORTS/REQUESTS

A. Mayor

1. 1990-91 Budget Calendar

Mayor Hummel presented the council with the proposed budget calendar drafted by staff and requested that the proposed Budget Committee meeting scheduled for March 20, 1990 be rescheduled to March 19 due to the fact that the Mayor will be out of town on March 20. Councilor Henry moved to reschedule the March 20 meeting to March 19, 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; March 20 Budget Committee
meeting rescheduled to March 19.**

Following further discussion, Councilor Henry moved to adopt the budget calendar as amended, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

Ayes: Councilor Henry, Mayor Hummel

Nays: Councilors James, Schutt,
Brendlinger

**Motion denied; Director of Finance/Recorder
will present a new budget calendar for
consideration at the March 12, 1990 Council
meeting.**

2. Parkway Plan

Mayor Hummel advised the council that he met with Don Byard of ODOT this morning and they again discussed the Parkway Plan. Mayor Hummel requested that the council reaffirm the support for this project which was shown in Resolution No. 89-O-454 and 89-O-456, and request that the new city manager attend the hearing on March 5 in Grants Pass to apply to have Brookings a part of the 6-year plan of ODOT. Councilors Brendlinger and Schutt expressed concern about supporting a project without material to study concerning the project. The council directed staff to obtain more information from ODOT and bring it back to the council at the February 26 work session.

B. Council

1. Councilor Henry

(a) Councilor Henry advised that he and Councilor Brendlinger are going to wait to talk with the fire department about the proposed new fire hall until after staff has had a chance to review the County Emergency Preparedness Plan.

2. Councilor Brendlinger

(a) Committees and Commissions

Councilor Brendlinger made a motion that any committee or commission created by city ordinance, that before they give out any written material or verbal information that could possibly be taken as a city position, a city intent, a city policy or that could be construed in any possible manner to be binding to the city in any past, present or future action, that the material be approved by the full council well before the material or information is given out, and that such ordinances creating the committees and commissions be amended to so read. Councilor Henry seconded the motion.

Interim City Manager Dick Kahane expressed concern that an action such as this would abrogate the authority of all commissions and committees of the city, especially the planning commission.

Following further discussion, Councilor Henry withdrew his second to the motion, and the motion died for lack of a second.

Councilor Brendlinger requested that this matter be placed on the February 26 work session agenda.

(b) Staggered signals at Oak & Chetco

Councilor Brendlinger requested a staff report on the status of the proposal to install staggered signals at Oak and Chetco. Mayor Hummel informed her that he had talked with ODOT and was told that the project is unworkable.

Councilor Schutt moved to direct staff to make a formal written request to ODOT for a written determination of the workability of the project, 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 directed to make a formal written request to ODOT for a written determination of the workability of the proposed staggered signals at Oak and Chetco.

(c) Water and sewer to Dawson Tract, Oregon Driftwood Shores

Councilor Brendlinger requested an update on the prospective dates for installation of the water and sewer lines to the Dawson Tract and Driftwood Shores.

Interim City Manager Dick Kahanek said two years. He indicated that the preferable time would be when the wastewater upgrade is finished, at which time the water and sewer lines would be installed simultaneously.

Jim Collis requested that the city assist the Dawson Tract, West Harris Heights Association with a request to DEQ to allow the simultaneous water and sewer hookup to take place prior to completion of the WWTP upgrade. Mr. Collis also requested that the city hold a public hearing and then apply to the state for a Community Development Block Grant. Mayor Hummel informed Mr. Collis that the area is not eligible for the block grant funds due to the income of the property owners.

No formal action taken

- (d) City property descriptions, etc.

Councilor Brendlinger requested city owned property descriptions and indicated she would settle for tax lot numbers. She also requested that permanent markers be placed on the property boundaries of the parcel behind city hall.

No formal action taken

- (e) City emergency preparedness plan

Councilor Brendlinger stated that the city needs to develop an emergency preparedness plan. Council consensus was to wait until the staff has read the county plan before making any decisions.

No formal action taken

(f) Workshop to address hillside development

Councilor Brendlinger advised that the Planning Commission is preparing to meet with staff and interested parties to discuss hillside development and asked if the council wanted to endorse this meeting.

Mayor Hummel indicated that he fully endorsed the proposed Planning Commission/staff meeting.

No formal action taken

(g) Acceptance of improved streets done by the Crooks (Sara's Gallery)

Councilor Brendlinger requested that status of this matter. Community Development Director Leo Lightle advised that the council had tabled this agenda item back in September and he had had no further word on it.

Council directed staff to place this item on the March 12, 1990 Council agenda.

No formal action taken

(h) Update city utility maps

Councilor Brendlinger requested an estimate of cost to update the city's utility maps. Council directed Community Development Director Leo Lightle to contact H.G.E. to obtain estimated costs.

No formal action taken

- (i) Suggestion box
- (j) City improvement award
- (k) Employee of the month

These items to be discussed at the February 26 work session of the council.

C. Planning Commission

None.

D. Golf Board

Jim Cole, Chairman of the Golf Board, requested to know where the committee stands with the council.

Mayor Hummel stated that he felt the Golf Board was doing an outstanding job within the scope of the ordinance.

Councilor Schutt reiterated Mayor Hummel's remarks and added that he saw no liability to the city in the golf course proposal.

Councilor Brendlinger questioned certain language in the golf proposal which she felt the city could be held liable for.

City Attorney John Babin indicated that the proposal was not binding on the city in any way, but stated that he had not fully reviewed the document. Council directed the city attorney to review the document.

Councilor Bill Henry moved to give a vote of confidence to the Brookings Harbor Golf Board, which motion was seconded by Councilor Brendlinger. The clerk called the roll with the following results:

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

Nays: None

Motion carried; vote of confidence given to Brookings Harbor Golf Board.

E. Committee for Capital Improvements

1. First Report

Mayor Hummel gave an overview of the first report of the Committee for Capital Improvements. Councilor Henry moved to accept the first report, which motion was seconded by Councilor Schutt.

Some discussion followed and Councilor Henry moved to direct staff to obtain current information on systems development charges from the City's engineering firms, which motion was seconded by Councilor Schutt. The clerk called the roll with the following results:

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

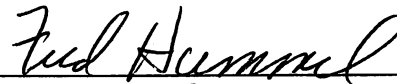
Nays: None

Motion carried; staff to obtain current information on systems development charges from the City's engineering firms.

Councilor Henry withdrew his motion to accept the report until such time as the report is approved and signed by the Committee for Capital Improvements.

RECESS

Mayor Hummel recessed the meeting at 11:10 p.m., to be reconvened at 7:00 p.m., February 26, 1990.



Fred Hummel
Mayor

ATTEST:



Beverly S. Shields
Finance Director/Recorder

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