

CITY OF BROOKINGS  
SPECIAL BROOKINGS COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
December 7, 1989  
12:00 p.m.

MINUTES

I. CALL TO ORDER

II. ROLL CALL

Council Present: Mayor Fred Hummel, Councilors Bill Henry, Nancy Brendlinger, Fred Schutt, Floyd James (Councilor James arrived at 12:05 p.m.)

Staff Present: Interim City Manager Dick Kahanek, Executive Secretary Donna Van Nest, City Attorney John Babin, Recorder/Treasurer Beverly Shields, Municipal Court Judge Anita Stuart

Media Present: Roger Hayden, Curry Coastal Pilot; Marge Barrett, KURY

III. COUNCIL BUSINESS

1. Request for authorization to call for bids for a patrol car - Police Department

Councilor Schutt moved to approve the request to call for bids for a patrol car for the police department, 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; staff authorized to call for bids for a patrol car for the police department.

2. ORDINANCE NO. 89-0-462 - An ordinance acceptance bid for the purchase of \$3,200,000 General Obligation Sewer Bonds, Series 1990, of the City of Brookings, Oregon, and declaring an emergency.

Councilor Henry moved to direct staff to insert the name of Merrill Lynch Capital Markets and the figure of 6.82708 percent into Ordinance No. 89-O-462, 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; staff directed to insert the name of Merrill Lynch Capital Markets and the figure of 6.82708 percent into Ordinance No. 89-O-462.**

Executive Secretary Donna Van Nest read Ordinance No. 89-O-462 into the record in its entirety. Councilor Schutt moved to adopt Ordinance No. 89-O-462 by first reading, 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; Ordinance No. 89-O-462 adopted by first reading.**

Executive Secretary Donna Van Nest read Ordinance No. 89-O-462 into the record by title only. Councilor Henry moved to adopt Ordinance No. 89-O-462 by second reading, 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; Ordinance No. 89-O-462 adopted by second reading; effective immediately.**

3. Approval of letters giving notice of conditional award of contract.

Councilor Henry moved to authorize staff to issue letters to the two successful bidders on the wastewater treatment project, (1) Wildish Corvallis Construction Co., dba Wildish Building Co., and (2) Reidel International, Inc., 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 issue letters to the two successful bidders on the wastewater treatment project, (1) Wildish Corvallis Construction Co., dba Wildish Building Co., and (2) Reidel International, Inc.,

4. By consensus, the council requested that City Attorney John Babin research the laws regarding ex parte contacts, and report back to them.
5. Screening of City Manager applicants and discussion of hiring process

Councilor Schutt moved to select six candidates from the field of 13 as finalists for the position of City Manager, 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; six finalists to be decided upon for the position of City Manager.

Each Council member listed his/her top six finalists from the field of 13, as follows:

Candidate	Councilor Schutt	Councilor Henry	Councilor James	Councilor Brendlinger	Mayor Hummel
Clifton				x	
Cluff	x		x	x	
Dalrymple	x		x	x	x
Goslee					x
Hammer					x
Hersman		x			x
McDonald	x		x	x	x
Minard					x
Munsterman					
Robinson	x	x	x	x	
Scibelli					
Sloan	x	x	x	x	
Wroe	x	x	x		

Councilor Henry moved to accept the six top ranked candidates as finalists, as follows:

Dennis Cluff	Molalla, Oregon
Lawrence Dalrymple	Boardman, Oregon
William McDonald	Clatskanie, Oregon
Douglas Robinson	Silverton, Oregon
Lanny Sloan	Jerome, Idaho
Duane Wroe	Douglas, Wyoming

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; six top ranked candidates accepted as finalists.**

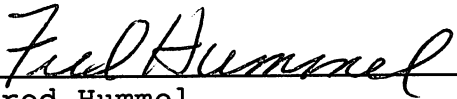
The Council agreed not to utilize the services of LGPI for the background checks, and instructed Interim City Manager Dick Kahanek to:

1. Contact the six finalists to determine that they were still available for the position; and
2. Prepare recommendations for background checks by the Monday, December 11, 1989 Regular Council Meeting.

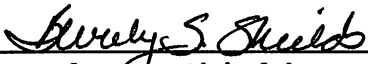
Some discussion followed concerning the interview process, but no action was formally taken.

**XVI. ADJOURNMENT**

Councilor Schutt moved to adjourn, which motion was seconded by Councilor Henry. **Motion carried unanimously.** Mayor Hummel adjourned the meeting at 1:53 p.m.

  
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Fred Hummel  
Mayor

ATTEST:

  
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Beverly S. Shields  
City Recorder