

*agenda*  
*City of Brookings*  
*Common Council Meeting*  
*City Hall Council Chambers*  
*898 Elk Drive*  
*Brookings, Oregon, 97415 - 7:00 p.m.*  
*August 24, 1998*





# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
August 24, 1998  
7:00 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
  - A. September is "Community Pride Clean-Up Month" Proclamation (blue)
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES
  - A. Community Policing Officer Barbara Palicki - Safety City Report (pink)
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
  - A. Committee and liaison reports
    - 1. Chamber of Commerce
    - 2. Council liaisons
  - B. Unscheduled
- VIII. STAFF REPORTS
  - A. Fire Department
    - 1. Traffic light control devices for Fire Department (cream)
  - B. Community Development Department
    - 1. DEQ Supplemental Environmental Project (green)
    - 2. Add work to I and I Project contract (purple)



IX.

CONSENT CALENDAR

A. *Approval of Council Meeting Minutes*

1. *Minutes of August 10, 1998 Regular Council Meeting  
(orange)*

*(end Consent Calendar)*

X.

ORDINANCES/RESOLUTIONS/FINAL ORDERS

A. *Resolutions*

1. *Resolution No. 98-R-641 - A resolution excepting from competitive bidding the purchase of traffic light control devices for the Fire Department (yellow)*

XI.

REMARKS FROM MAYOR AND COUNCILORS

A. *Mayor*

B. *Council*

XII.

ADJOURNMENT





# PROCLAMATION

**WHEREAS**, the Brookings-Harbor area has attained wide recognition for its natural beauty and friendliness; and

**WHEREAS**, the citizens of the Brookings-Harbor area are known for their civic pride; and

**WHEREAS**, everyone loves a bargain;

**NOW, THEREFORE**, I, Nancy Brendlinger, Mayor of the City of Brookings, do hereby proclaim September 1998 as


## **“COMMUNITY PRIDE CLEAN-UP MONTH” IN BROOKINGS-HARBOR**

And ask all citizens join with the Community Pride Partnership and take advantage of the free clean up opportunities offered by Curry Transfer and Recycling and Les Schwab during September and urge everyone to get involved by having a garage sale on “Garage Sale Saturday” September 26th.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 24th day of September, 1998.

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Nancy Brendlinger, Mayor





# MEMO

TO: Tom Weldon, City Manager  
Ken Lewis, Chief of Police

FROM: Barbara Palicki, Community Policing Officer

DATE: August 18, 1998

RE: "Safety City" Pilot Program - August 3<sup>rd</sup> thru August 8<sup>th</sup>  
Expense Report and Projected 1999 Costs

Attached are copies of 6 evaluations returned to date from parents of the students. The week was a success. We have found the business community is very supportive and we know that we will be able to maintain the program throughout the coming years.

## CONTRIBUTIONS:

Fred Meyer - 10 Tricycles (Valued at \$340.00)	
Soroptimists - \$100.00	
State Farm - \$100.00	
Chetco Fed. Cr. Union - \$100.00	
Reily Smith Surveyors - 25.00	
Dist. Mobile Homes - 25.00	
Maxine Hancock - 25.00	
Coos Curry Electric - 100.00	
	Total Cash Donations \$475.00
	Tricycles & Plywood Donated by individuals

## COST FOR WEEK

15 HELMETS - \$ 104.25

CONSTRUCTION

COSTS - \$ 272.14

FOOD COSTS - \$ 53.00

SHIRTS - \$156.25

The above gives us an **approximate cost of \$18.00/Per Student** which is a small price to pay for the safety and well being of a child.

The tricycles are of a quality that should last for several years. The store fronts can be touched up and more can be added as we get more sponsors. The paints, properly stored,



will also last several years. We will be adding a turn signal to our traffic light and Jeff will be working on different wiring to allow sequencing of the signals. These can also be used for the Bicycle Safety Fair during the competitions.

The following agencies provided training for the youngsters in their various areas of safety:

Eddie Eagle (Larry Carter VIPs)	Services to Children & Family (Barb Eells - Good
Fire - Chief Sharp	Touch/Bad Touch)
U.S. Coast Guard	School Bus Safety (17-C / John Riddle)
BPD - Dispatch 9-1-1	Animal Control (Ted Hawkinson)

Due to emergencies several agencies were unable to be present but did send materials which allowed us to proceed with a training session - Coos Curry Electric and U.S. Forest Service. A program such as this must be flexible due to the nature of the instruction.

We have two goals for 1999. The first being able to have four different sessions during the summer which would allow us to target at least half of the incoming kindergartners. The second goal is obtaining an area (with adjoining classroom space) to have a permanent "Safety City". Once the property is located, I have no doubt we can get the paving and curbing done by our local businesses and the striping done by city workers. There should be no additional expense. Should we be able to find an area at the school - this could be used throughout the school year by the teachers should they have any activity that would fit the area. The other possible location would be the triangle beside the library. During off times this could be a place for library patrons to sit among small groomed trees and miniature flower areas. Maintenance for the area could be a project for the garden club.

I hope we can get together down the road, discuss the program and work towards next years goals. Next year's estimated budget would be 60 students at \$18.00 per student - \$1,080.00. With our current sponsors and new sponsors - this should be covered with little to no monies coming from our budget.

Our Volunteers, Instructors and Sponsors deserve a round of applause because they made the program a success.



# Memorandum

TO: Mayor, City Council

FROM: William J. Sharp, Fire Chief *WS by DB*

THROUGH: Tom Weldon, City Manager *Tom*

DATE: 8-17-98



Issue: Traffic Light Control Devices

Background: The Fire department for some time has experienced difficulty at responding through traffic signals in Brookings because of traffic and no area for traffic to move over to allow emergency vehicles to pass when responding to emergencies. When the traffic light was installed at the intersection of 101 and 5<sup>th</sup> street, the Fire Department recommended that a device be installed on the light to allow the Fire Department to change the light to green so that the traffic on 5<sup>th</sup> street could proceed, thus allowing us to get out onto the highway or proceed across the highway. That was not done.

We now regularly experience problems in that a fire truck can not get on to 5<sup>th</sup> street as the traffic is backed up in front of Elk Drive, and Ray's driveway. This happens because the traffic light is red for 5<sup>th</sup> Street traffic and that traffic has no where to go to allow our vehicles access to the roadway.

Another intersection we are concerned with is Oak and 101, When we come up to this intersection with the light red in our direction it is difficult for our vehicles to negotiate the intersection as again there is no place to go while the cars are stopped at the light waiting for it to change.

We attempted to get a grant that would have paid the cost to have the three lights in Brookings and two more in Harbor equipped with these traffic light controllers. The cost at that time to install this equipment was \$21,000. We were unsuccessful and I don't believe we would be successful now.

Recently I was contacted by Harbor Fire Chief, Frank Kelly, on this subject. He requested that we join with them to have the equipment installed at a reduced cost of \$8,400 for our department. The Oregon Department of Transportation will install the equipment at no cost to us. In the past they were going to charge us for that installation.

With the installation of this equipment, any future lights installed in our area will automatically come equipped with this equipment and not require any further cost to us or Harbor Fire District.



For this \$8,400, we will also get one actuator to be installed in a truck to change the lights. Harbor Fire District will loan us two of these to be used on our other trucks until next fiscal year when we can budget \$1,000 each for more of the actuators to be installed in our other trucks.

This is a one of a kind item that is the only brand the state will let us use.

The Fire Department has budgeted \$25,000 under capital improvement for the purchase of breathing apparatus. The amount needed to satisfy our current contract purchase of the breathing apparatus is approximately \$17,000. The remainder was for the purchase of additional breathing apparatus units. The purchase of these traffic light signal devices now at this very good price, is a high priority rather than more breathing apparatus.

Recommendation:

Council authorize expenditure of this \$8,400 to purchase these signals

-eom-



# Memorandum

**TO:** Mayor, City Council  
**FROM:** Leo Lightle, Community Development Director  
**THROUGH:** Tom Weldon, City Manager  
**DATE:** August 20, 1998



Issue: Supplemental Environmental Project (SEP)

Background: We were assessed a civil penalty of \$4,200 by DEQ for sewage spills. The penalty has been reduced by \$600 due to the City's cooperation. The Council indicated it wished to do a Supplemental Environmental Project (SEP) to further mitigate the penalties. The Oregon Department of Environmental Quality will consider allowing the City to use up to 80% of the civil penalty on a SEP.

Recommendation: City Council authorize the City Manager to submit to DEQ Supplemental Environmental Projects to mitigate the assessment for civil penalties. Suggested projects would be \$1,000 to have the fish symbol with words "No dumping, flows to the river" painted near storm drains by high school students, and \$1,880 for a project by the Chetco Watershed Council to be determined later and approved by the City Council, as well as DEQ.

-com-



# Memorandum

**TO:** Mayor, City Council  
**FROM:** Leo Lightle, Community Development Director *LBL*  
**THROUGH:** Tom Weldon, City Manager *Tom*  
**DATE:** August 20, 1998



Issue: Additional I & I work

Background: The City of Brookings, in the facilities plan, agreed to do \$500,000 worth of Infiltration and Inflow (I & I) work. We are concentrating on Inflow work.

We opened bids on the I & I work and low bid was essentially \$350,000. We have asked the engineers to add back into the project \$100,000 worth of work to be added to the existing contract.

We will have a hand out on the additions Monday night at the Council Meeting, as the engineers are still putting the project together. With engineering and contingencies, we will have fulfilled our obligation to do \$500,000 worth of I & I work.

Recommendation:

-com-



**CITY OF BROOKINGS**  
**COUNCIL MEETING MINUTES**  
**City Hall Council Chambers**  
**898 Elk Drive, Brookings, Oregon**  
**August 10, 1998**  
**7:00 pm**

**I.        CALL TO ORDER**

Mayor Brendlinger called the meeting to order at 7:06 p.m.

**II.       PLEDGE OF ALLEGIANCE**

**III.      ROLL CALL**

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Keith Pepper

Council Absent: Councilors Dave Ham and Bob Hagbom, Ex-Officio Councilor Shiloh Thom

Staff Present: City Manager Tom Weldon, City Attorney John Trew, Community Development Director Leo Lightle, Planning Director John Bischoff, Fire Chief Bill Sharp, Administrative Secretary Denise Bottoms

Media Present: Chuck Hayward, Curry Coastal Pilot; Martin Kelley, KCRE; Joyce Tromblee, KURY

Others Present: Connie Wilson, League of Women Voters

**IV.      CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS**

**A.       Brookings Fire Department - Junior Firefighters certificates**

Mayor Brendlinger presented certificates to Wes Appleton and Cole Lafazio for completing the Bureau of Public Standards and Training Basic Firefighter Academy.

**V.       PUBLIC HEARINGS**

**A.       Land Development Code change**

Planning Director John Bischoff briefly explained the proposed changes to the Council. It was pointed out that these are "housekeeping" changes. The Ordinance making these changes will be addressed later in this meeting.

**VI.      SCHEDULED PUBLIC APPEARANCES**

**A.       Jamie Caylor - proposal for memorial bench at Kidtown**

Wanda Carlisle and Jamie Caylor requested permission to place a memorial bench at either the public swimming pool or Kidtown in memory of Justin Lang.

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to approve placement of up to 2



memorial benches in memory of Justin Lang at either the public swimming pool, Kidtown at Azalea Park, or both locations.

**VII.**

**ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

**A. Committee and Liaison Reports**

1. Chamber of Commerce - None
2. Planning Commission - None
3. Council Liaisons

Councilor Pepper reported that the Parks & Recreation Commission has begun studying fencing options at and around city parks. They are currently looking for recommendations from other parks regarding appropriate fencing to use, etc.

Councilor Pepper also mentioned that the Canopy Project is now having weekly meetings and that the County Commissioner's have approved moving into the architectural and engineering phase.

Councilor Curry attended both a Community Agencies meeting and a Chetco Watershed meeting on the 5<sup>th</sup>. On the 6<sup>th</sup> he attended a Crimestoppers meeting and also met with Troy Claveran, Lucie LaBonte and Russ Stauff to tour the golf course. The evening of the 6<sup>th</sup> Larry also attended a Watershed Council meeting in Gold Beach.

Mayor Brendlinger met with the new ODOT coastal facilitator and attended a Transportation Study Plan meeting.

Councilor Curry reminded the Council that the ODOT Commissioner's will hold a meeting in Brookings on September 9<sup>th</sup> and 10<sup>th</sup>.

**B. Unscheduled**

**VIII.**

**STAFF REPORTS**

**A. City Manager**

1. KBSC TV recording Council meetings for delayed broadcasting

Rod Hawken of KBSC explained the proposal for televising Council meetings which would be for delayed broadcasting. Rod also answered some Council questions.

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to authorize KBSC-TV to video tape Council meetings subject to 30 days cancellation by either party.

2. Ambulance service provider:
  - a. Property lease



Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to approve the lease with Cal-Ore Life Flights Ground & Air, subject to adding "real property taxes" in Section 11 and adding "or" in Section 15. City Manager Tom Weldon and Dan Brattan will work out the details regarding real property taxes. If an agreement cannot be reached, the issue will come back to the Council.

b. Mutual Aid Agreement

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to approve the Mutual Aid Agreement with Cal-Ore Life Flight Ground & Air.

3. Curry General Hospital proposal for intergovernmental agreement with City

Randy Scholten, CEO of Curry General Hospital, expressed their desire to work with the City under the proposed intergovernmental agreement.

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to approve the intergovernmental agreement with Curry Health District.

4. Nature's Coastal Holiday

Councilor Pepper asked the City Attorney if he needed to step down from this item, as he is the Chair of Nature's Coastal Holiday. The City Attorney said that because Councilor Pepper is not paid, nor would he benefit in any material way from this item, he did not need to step down.

Keith Pepper, Chair of Nature's Coastal Holiday, presented their proposal to improve this event this year.

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to accept the proposal and the Parks and Recreation Commission's recommendations for an expanded light festival at Azalea Park this year.

5. Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to add the Downtown Core Study to the agenda.



Judi Krebs, Chair of the Planning Commission, explained that the Commission unanimously suggests that a representative from GTE be added to the list of committee members. Judi also volunteered to be the Planning Commission representative.

Councilor Pepper volunteered to be a representative from the Council.

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to approve the "White Paper" with the addition of one representative from GTE and one council representative and the change of wording in task #8 of the Work Program.

B. Community Development Department

1. Award bid on City Hall parking lot paving project

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to award the contract for the City Hall Parking Lot Reconstruction Project to Tidewater Contractors, Inc. for the basic bid price of \$33,816.

2. Award bid on I & I project

Councilor Pepper moved, Councilor Curry seconded and the Council voted unanimously to authorize the Mayor to sign contract documents awarding the Wastewater Collection System Improvements to B & B Excavation in the amount of \$349,429.70 once approval has been received from the State of Oregon (DEQ).

3. Land Development Code changes

This item was addressed under Public Hearings.

IX.

CONSENT CALENDAR

A. Approval of Council Meeting Minutes

1. Minutes of July 14, 1998 Regular Council Meeting

B. Acceptance of Commission/Committee Minutes

1. Minutes of June 2, 1998 Planning Commission Meeting

2. Minutes of June 25, 1998 Parks and Recreation Commission Meeting

3. Minutes of June 25, 1998 Systems Development Charge Review Board Meeting

4. Minutes of July 14, 1998 Systems Development Charge Review Board Meeting

C. Approval of Vouchers

1. \$405,942.55

2. \$121,933.13



(end Consent Calendar)

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

**X.**

**ORDINANCES/RESOLUTIONS/FINAL ORDERS**

**A. Ordinances**

1. Ordinance No. 98-O-446.dd - An ordinance amending section 8, Definitions, section 16, Suburban Residential (SR) District; Section 20 Single Family Residential (R-1) District; Section 24, Two-Family Residential (R-2) District; Section 28, Multiple-Family Residential (R-3) District; Section 32, Mobile Home Residential (R-MH) District; Section 36, Professional Office (PO-1) District; Section 40, Public Open Space (P/OS) District; Section 112, Rear Lot Development; and Section 124, Provisions Applying to Special Uses, of Ordinance No. 89-O-446, an ordinance creating the Land Development Code

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to adopt Ordinance No. 98-O-446.dd by first reading.

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to adopt Ordinance No. 98-O-446.dd by title only.

**XI.**

**REMARKS FROM MAYOR AND COUNCILORS**

A. Mayor - None

B. Council - None

**XII.**

**ADJOURNMENT**

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to adjourn at 9:12 pm.

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Nancy Brendlinger  
Mayor

ATTEST:

\_\_\_\_\_  
Beverly Adams  
Finance Director/Recorder



**RESOLUTION NO. 98-R-641**

**A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING THE PURCHASE OF THREE (3) TRAFFIC LIGHT CONTROL DEVICES.**

The Common Council of the City of Brookings finds as follows:

1. Occasionally, responses to emergencies by city fire vehicles are slowed down because of heavy traffic at the three (3) traffic signals on U.S. Highway 101.
2. There is a traffic light control device that can be installed in each signal that can be activated by an emitter mounted in a fire vehicle. This will turn signals to the appropriate color to allow the fire vehicle to proceed through an intersection safely.
3. Harbor Fire District will be paying to have these devices installed in the two (2) signals in Harbor and it is logical and economic for the City to also do this at this time. The State of Oregon owns these traffic signals and will install these devices at no cost to local jurisdictions.
4. The State of Oregon only uses the 3M Opticom "Priority Control System" for traffic light control systems.
5. The total price of this system installed in three (3) traffic signals in Brookings is \$8,400. This is available from the Fire Department's section of their 1998-99 fiscal year budget.
6. The awarding of a contract to 3M will result in substantial cost savings to the City and improved response time by fire vehicles during emergencies.
7. It is unlikely that an exemption from competitive bidding in this instance will encourage favoritism in the awarding of contracts or that it will diminish competition.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:**

The purchase of a 3M Opticom Priority Control System in the amount of \$8,400 is exempted from competitive bidding requirements under ORS chapter 279 and City of Brookings Resolution No. 92-R-539.



**PASSED by the Council and signed by the Mayor this 24th day of August 1998.**

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**Nancy Brendlinger**  
**Mayor**

**ATTEST:**

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**Beverly Adams**  
**Finance Director/Recorder**