

agenda
City of Brookings
Common Council Meeting
City Hall Council Chambers
898 Elk Drive
Brookings, Oregon, 97415 - 7:00 p.m.
October 26, 1998



AGENDA
JOINT CITY COUNCIL/PLANNING COMMISSION
MEETING

October 26, 1998

6:00pm

1. Recommendation from DIA Committee.
 - a. Staff to provide estimates of cost for street improvements
 - b. Staff to provide the sidewalk improvement plan from the South Coast Transportation Study
2. Discussion

agenda

CITY OF BROOKINGS
COMMON COUNCIL MEETING
Brookings City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
October 26, 1998
7:00 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
- V. PUBLIC HEARING
- VI. SCHEDULED PUBLIC APPEARANCES
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
 - A. Committee and liaison reports
 - 1. Chamber of Commerce
 - 2. Parks and Recreation Commission
 - 3. Council Liaisons
 - B. Unscheduled
- VIII. STAFF REPORTS
 - A. City Manager
 - 1. Council liaisons (yellow)
 - 2. Policy on volunteer projects and/or services (green)
 - 3. Vietnam Veterans of War memorial (tan)
 - 4. Water Management Study grants (purple)
 - B. Community Development Department
 - 1. Sidewalk on Ransom Ave. at 5th Street - Video presentation (cream)
 - 2. Authorization to accept bid on Wastewater Treatment Plant pickup (blue)
 - 3. Backhoe purchase (grey)

4. Award of bid on cleaning and televising sewer lines (pink)
- C. Police Department
 1. Third Sergeant position (gold)

IX. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 1. Minutes of October 12, 1998 Regular Council Meeting (green)
- (end Consent Calendar)

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolutions
 1. 98-R-646 - A resolution exempting from competitive bidding the purchase of a loader/backhoe (orange)

XI. REMARKS FROM MAYOR AND COUNCILORS

A. Mayor

B. Council

XII. ADJOURNMENT

NOVEMBER 1998

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY											
		<u>6:00am CC-Election Day</u>	<u>12:00pm CC-Community Agencies mtg</u> <u>7:00pm CC-PROUD meeting</u> <u>7:00pm FH-Reserves</u>	<u>6:30pm CC-Citizen Police Academy</u>													
1	2	3	4	5	6	7											
		<u>7:00pm CC-Planning Commission Reg. Meeting</u>		<u>6:30pm CC-Citizen Police Academy</u>													
8	9	10	Veterans Day	11	12	13											
	<u>2:00pm CC-Muni Court</u>			<u>6:30pm CC-Citizen Police Academy</u>		14											
15	16	17	18	19	20	21											
	<u>7:00pm CC-Council Mtg</u>	<u>6:30pm CC-Citizen Police Academy</u>															
22	23	24	25	Thanksgiving	26	27											
						28											
29	30		OCTOBER 1998		DECEMBER 1998												
			S	M	T	W	T	F	S	S	M	T	W	T	F	S	
							1	2	3				1	2	3	4	5
			4	5	6	7	8	9	10		6	7	8	9	10	11	12
			11	12	13	14	15	16	17		13	14	15	16	17	18	19
			18	19	20	21	22	23	24		20	21	22	23	24	25	26
			25	26	27	28	29	30	31		27	28	29	30	31		

ORGANIZATION	MEETING DATES AND TIMES	DATE APPOINTED	MEMBER DESIGNATE	TERM EXPIRES
CITY OF BROOKINGS ORGANIZATIONS				
Council President Student Representative	Same as Council	January 9, 1995 October 27, 1997	Councilor Curry Shiloh Thom	January 9, 1999 Sept. 1, 1999
Budget Committee	As set by Council	February 9, 1998 March 13, 1995 February 9, 1998 February 10, 1997 February 12, 1996	Harold Thiesen Lorraine Kuhn Lee Rogers Reily Smith Keith Hislop	February 1, 2001 February 1, 1999 February 1, 1999 February 1, 2001 February 1, 2001
Parks & Recreation Commission	Monthly on fourth Thursday at 7 P.M.	February 23, 1998 January 25, 1991 November 9, 1992 February 10, 1997 February 9, 1998 Sept. 14, 1995 January 12, 1998 October 14, 1996 Sept. 28, 1998	Councilor Pepper, Liaison Don Higginson Olivia Abbott Craig Mickelson Chair Nina Canfield Gro Lent Mike Smith Paul Prevenas Alyssa Babin & Ashley Thom, Student Reps.	No Specific Term February 1, 2001 February 1, 2000 February 1, 2002 February 1, 2002 February 1, 2001 February 1, 1999 February 1, 2000 Sept. 1, 1999
Planning Commission	Monthly on first Tuesday at 7 P.M.	January 25, 1993 April 13, 1971 March 16, 1987 March 13, 1989 March 20, 1993 April 10, 1995 February 10, 1997 October 27, 1997	Mayor Brendlinger, Liaison Earl Breuer Ted Freeman, Jr. Judi Krebs George Ciapusci Marvin Lindsey Richard Dentino Vacant Mary Ball, Student Rep	No Specific Term April 1, 2000 April 1, 1999 April 1, 2002 April 1, 2001 April 1, 2000 April 1, 1999 April 1, 2001 Sept. 1, 1999

Systems Development Charge Review Board	Quarterly on Tuesday afternoons	January 25, 1993 October 9, 1989 Nov. 11, 1997 October 9, 1989 March 13, 1995 February 10, 1997	Mayor Brendlinger, Liaison Jim Collis, Chair Larry Smith Bob Krebs Ross Shawaker Russ Fritz	No specific Term October 31, 1999 October 31, 2001 October 31, 1999 October 31, 1998 October 31, 2000
OTHER ORGANIZATIONS				
Chamber of Commerce	Board meets monthly on 4 th Wednesday at 7:00 pm at B/W Brkgs Inn Conference Room	February 1, 1993	Councilor Hagbom	No Specific Term
Chetco River Watershed Council	First Wednesday of month 7:00 P.M., Chetco Ranger Station	September 26, 1994	Councilor Hagbom	No Specific Term
Coos-Curry-Douglas Business Development Corp.	Meet monthly on a Thursday morning in Coquille	June 13, 1994	Councilor Curry	No Specific Term
Curry County Recycling Committee	Meet second Thursday of month in afternoon in Gold Beach	February 10, 1997	Ken Burns	No Specific Term
Curry County Solid Waste Advisory Committee	Meet on Thursday afternoons in Gold Beach		City Manager	No Specific Term
Curry Tri-Cities Council	As needed, location varies between Brookings, Gold Beach and Port Orford	February 23, 1998	Mayor, Full Council and City Manager	No Specific Term
Harbor Sanitary District	Meets monthly on Tuesday evening at HSD at 7:30 P.M.	January 25, 1993	Mayor Brendlinger Alt: Councilor Curry	No Specific Term
LOC Board of Directors	As Set by LOC	November 8, 1997	Councilor Hagbom	No Specific Term
LOC Government Standing Committee	As Set by LOC	November 15, 1995	Councilor Hagbom	No Specific Term
LOC Legislative Committee	As Set by LOC	November 15, 1995	Councilor Hagbom	No Specific Term

OCZMA/ODOT Coastal Policy Advisory Committee on Transportation (CPACT)	As set by CPACT	April 24, 1995	Councilor Curry Alt. Councilor Hagbom	No Specific Term
Oregon Coastal Zone Management Association	Meet on Thursdays and Fridays - usually in Newport or Salem	Sept. 9, 1996	Councilor Curry Alt.: Councilor Hagbom	No Specific Term
Port of Brookings-Harbor	Monthly on third Wednesday	February 23, 1998	To be appointed 10-26-98	No Specific Term
School Board (District 17C)	Monthly on third Monday	February 23, 1998	To be appointed 10-26-98	No Specific Term
Senior Center			Councilor Hagbom	No Specific Term
Southern Oregon Watershed Coordinating Council		January 14, 1994	Councilor Hagbom Alt.: Councilor Curry	No Specific Term
Southwestern Oregon Community Action Committee	2 nd Tuesday of the month at 6:30 pm in Coos Bay	February 9, 1998	Gerry Livingston	No Specific Term

City of Brookings

TO: Mayor, City Council

THROUGH: Tom Weldon, City Manager *tom*

DATE: October 15, 1998



ISSUE: Adopting a policy on volunteer projects and/or services sponsored by the city.

BACKGROUND:

1. The volunteer City Council is elected to oversee city assets and city provided services.
2. Brookings has a wealth of volunteers and volunteer groups. Hundreds of these individuals and many groups have been associated with the city and have provided wonderful things—projects and services the citizens of this community would not have enjoyed without these volunteers.
3. City of Brookings insurance covers volunteers working on city property and those volunteers working under the name of the City of Brookings while providing services.
4. All city-related volunteer projects/services take some city staff time as volunteer efforts need to be coordinated with city staff.
5. Before new projects or services are implemented, future resource requirements must be addressed. Projects or services provided by volunteers oftentimes become permanent. Volunteer efforts are not always permanent as funding or volunteer worker time may stop. This may put the city in the difficult position of having to continue the service/maintain the project improvements or discontinue funding maintenance of a project or providing a service the community likes and assumed was permanent.

RECOMMENDATION: Council adopt the following policy:

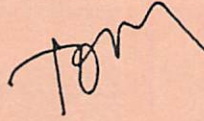
Volunteer projects on city-owned property or services provided in the name of the city must be approved by the City before work begins. This includes changes to existing projects or services and projects or services funded by grants or donations. Grants need to be approved before they are applied for. New minor projects or services or changes may be approved by the City Manager. Others must be approved by the City Council and this requires that volunteers work with the City Manager (or other designated staff) and any appropriate city volunteer advisory committee, such as the Planning Commission or Parks and Recreation Commission before being considered by the City Council.

Memorandum

TO: Mayor, City Council

FROM: City Manager Tom Weldon

DATE: October 22, 1998



Issue: Vietnam Veterans memorial

Background:

1. Gil Rosario of Vietnam Veterans of America has been talking with Parks and Recreation Commission and staff off and on for several months about such a memorial.
2. They have finally decided they would like to place this memorial on the park property by the fountain on U.S. 101.
3. Gil will be making a presentation to Parks and Recreation Commission Thursday night (Oct. 22nd) and they will have a recommendation to you at Monday night's Council meeting.
4. Attached is a completed copy of their Request for Site Development form and a page with the plaque inscription language.
5. At the Council meeting I will have a model of the memorial and pictures of what it would look like. It's proposed to be a concrete structure with a wooden pole. The pole would have heads and hats of 5 different representatives of the military - Army, Marines, Navy, Air Force and Coast Guard.
6. Gil will be at the Monday night Council meeting with pictures of exactly where they would like to place the memorial and dimensions.

Recommendation: Staff has no recommendation at this time.

City of Brookings Parks and Recreation Department

Request for Site Development

Fill out form completely and submit to the City of Brookings for Parks and Recreation Commission review and City Council approval. Parks and Recreation Commission meets every fourth Wednesday at 7:00 p.m. in city hall. Approval from both the Parks and Recreation Commission and the City Council is required prior to any site development project commencement.

1. Organization/individual(s) name: Vietnam Veterans of America
 Address: c/o PO Box 1453 Brookings Ore 97415
 Contact person and telephone: Gil Rosario, Committee Chair
2. Park selected for site development:

☐ Bud Cross

☐ Azalea

☐ Richard Street

☐ Stout

☐ Easy Manor

☐ Other near fountain
3. Identify specific area within selected park: Midway between tree to north of fountain and concrete slab north of tree
4. Development Proposal: Community Development Coordinator (Leo Lightle) already consulted, in agreement, on site. Building & Construction done by Gil Rosario Construction (CCB# 99950) & Maintenance done by Vietnam Veterans of America Chapter # 757
5. Use back of form for sketch of development design
6. Parking space required: Parking already in place
7. Development resources (i.e. funding, manpower, materials, etc.): VVA Chapter # 757 providing all resource development (fundraising, benefits, official dedication ceremony.
8. Development supervisor: Gil Rosario
 Contact person and telephone: same 469-4705
9. Approximate annual maintenance cost: \$500 to \$1000/yearly at most (VVA Assume maintenance)
10. Liability insurance carrier: _____
 Name: _____
 Address: _____
 Contact person and telephone: _____

For Official Use Only

Parks and Recreation Recommendation:	Conceptual	<input type="checkbox"/> Approved	<input type="checkbox"/> Disliked	Date: _____
	Final	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date: _____
Reasons:	_____			
City Council:	Conceptual	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date: _____
	Final	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date: _____
Reasons:	_____			

inscription
on
plaque *

This monument stands in honor
of the Men and Women
of the U.S. Army, U.S. Marines,
U.S. Air Force, U.S. Navy and U.S. Coast Guard.

Honoring those who served in, survived and
returned Home from the Vietnam War.

Their war is over.

They've hung up their hats.

- WELCOME HOME -

This also stands in tribute
to the POWs and MIAs
of all WARS of The United States of America.

- YOU ARE NOT FORGOTTEN -

This monument stands in honor
of the men and women
of the US Army, Air Force, Marines,
Navy, and Coast Gaurd.

To those who served in, survived, and returned
home from the Viet Nam War.

Welcome Home

← Their war is over.
← They've hung up their hats.

This also stands in tribute to the POW's
and MIA's of all wars of the United States of America.

You are not forgotten

* note: revision to original proposal (H.A.)
attached TO Council packet

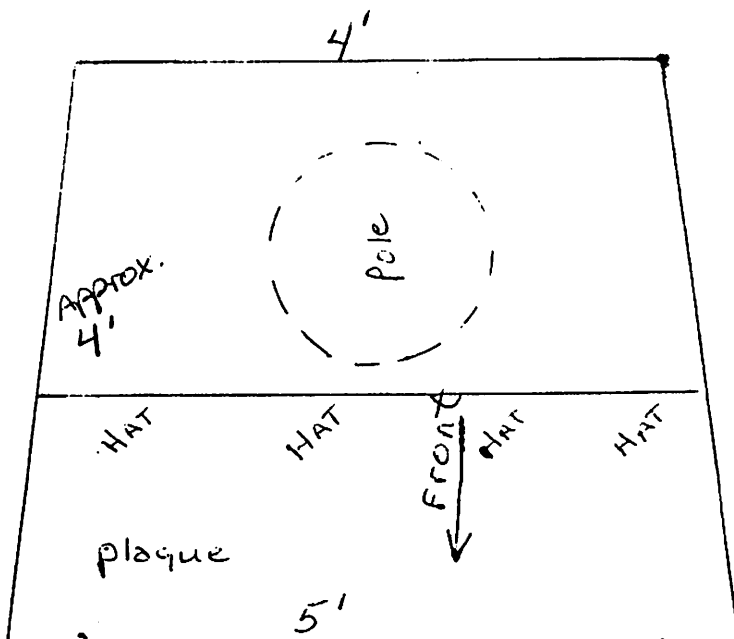
Tom

(C.)

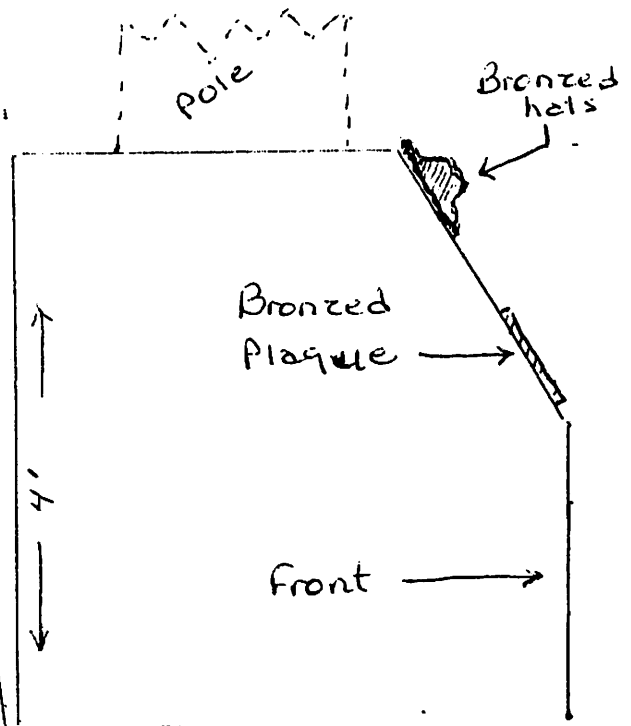
Project Description

- 1.) The entire area of ground needed is approx. twenty-five (25) square ft.
- 2.) The base will be composed of a concrete base pedestal $4' \times 4' \times 4' \times 5'$ with front panel being longest (5') to accommodate the bronzed hats & plaque. The front panel will be angled back to facilitate placing of the hats & plaque & to create a perspective of view which will lead the eye from the forefront (plaque) to the hats, then to the pole itself, and finally to the figures on the pole.

pedestal:
view from above



Pedestal:
side view



3.) Pedestal construction will be generally above ground, but a footing (concrete) with various metal reinforcements will insure against the monument settling or leaning when the ground becomes super saturated in winter.

Pedestal construction, therefore, negates the need for rip-rap or for digging a large hole for the setting of the pole.

4.) The pole will be from 20" to 24" in diameter, rising ten feet above the top of the pedestal, making the total height of the monument fourteen ft. (14') above grade.

The pole will be of redwood, and will be treated yearly with coats of exterior preservative of satin or semi-gloss texture.

Description of pole figures are:

- From the top,
- Soldier with "steel pot"
- Soldier with "bush hat"
- Soldier with "baseball cap"
- Soldier with a second style of "baseball cap"
- Female soldier with "bush hat" holding the head of a wounded soldier.

5.) Four bronzed hats will be set across the top of the slanted portion of the concrete pedestal, spaced evenly, to symbolize the final returning home, with full closure, of the Vietnam veteran from the longest military conflict in the history of the United States of America. (see "Statement of Need", item "B", in original Monument Proposal)

6.) Bronzed plaque of approx. 30" x 12" will be placed below the bronzed hats and will read as follows:

" This Monument stands in Honor
Of the Men and Women
Of the U.S Army, U.S. Marines, U.S. Airforce,
U.S. Navy and U.S. Coast Guard

" To those who Served in, Survived and
Returned Home from the Vietnam WAR

" Their War is over.
They've hung up their hats.

" WELCOME HOME."

" This also stands in Tribute to the
POWs and MIAs
Of all WARS of the United States of America
YOU ARE NOT FORGOTTEN"



THESE MEN WERE
KILLED IN ACTION
DURING THE VIETNAM
WAR. THEIR NAMES
ARE ENGRAVED ON
THIS MONUMENT.

given out at Council meeting
Tom

7.) revised maintenance estimates:

(A) Monument's total surface area is approx. 63 square feet of redwood. Wood should be surfaced yearly with high-quality, anti-ultra violet wood preservative, either satin or semi-gloss finishes. (concrete and bronze will not need maintenance).

(b) Wood coating treatment specific cost:
per year:

\$12.99 ← (1) #1 gal - Thompsons Wood Protector
12.99 gal

\$12.49 ← (2) #1 gal - Jasco Cure Seal 12.49 gal.

Total \$25.48/yr. ← Cost of maintenance per year

(c) Maintenance cost & labor to be done & paid for by Vietnam Veterans of America Chap. 757, Brookings Oregon

8.) Location:

① As passed by the Brookings Parks and Recreation Commission, the desired location is west of the City Fountain, on the east side of the present Bicentennial Memorial Plaque, butting up to the concrete slab's east side, and placed at the approx. center of that slab line.

note: Monument will face due west, (approx.) which is the direction of the People's Republic of Vietnam

Memorandum

TO: Mayor, City Council
FROM: City Manager Tom Weldon
DATE: October 22, 1998



Issue: Grant application for Water Management Study

Background:

1. Council authorized me to apply for a grant under the NEAI process for funds to help finance this study.
2. I recently became aware there are a couple of other agencies with a possibility of helping fund this study.

Recommendation: Council authorize me to apply for grants to help fund Water Management Study.

-eom-

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

Community Development Department



ISSUE: Ransom Avenue sidewalk discussion: section between Fifth Street and Crestwood Place

The City Council, during a review and discussion of calling in a project for improvements for Ransom Avenue between Fourth Street and Sixth Street, rejected the project for variety of reasons. The project called for cuts and fills to allow for site distance, driveway access, etc.

The City Council then directed staff to pave the area. The lack of the previous project being built makes it very difficult and expensive to build sidewalks on both sides of Ransom Avenue and to build them to city standards. The area currently being reviewed is listed on the Capitol Improvements Plan for sidewalks with no cost estimate and the possible funding source as SDC dollars.

The City Council has several options in proceeding or not proceeding with this project.

- The Council could review all of the areas in which children have to walk on streets without sidewalks.
- The Council could review the sidewalk plan contained in the South Coast Transportation Study (adopted by the City Council) and determine if the Ransom Avenue section is of the highest priority. The section between Fifth Street and Cameo Court is shown as a short term improvement.
- The Council could declare that the risk on Ransom Avenue to the health and safety of the city residents is of such a degree that an emergency exists and
 - a) make it a priority with funding made available.
 - b) waive standards and build something other than standard curb, gutter and sidewalks.
 - c) call for additional signage, etc. (Crosswalk Ahead).

While other busy city streets have no sidewalks (Pioneer Road for example), Ransom Avenue may be unique in the lack of sight distance.

Attached is the sidewalk plan found in the South Coast Transportation Study.

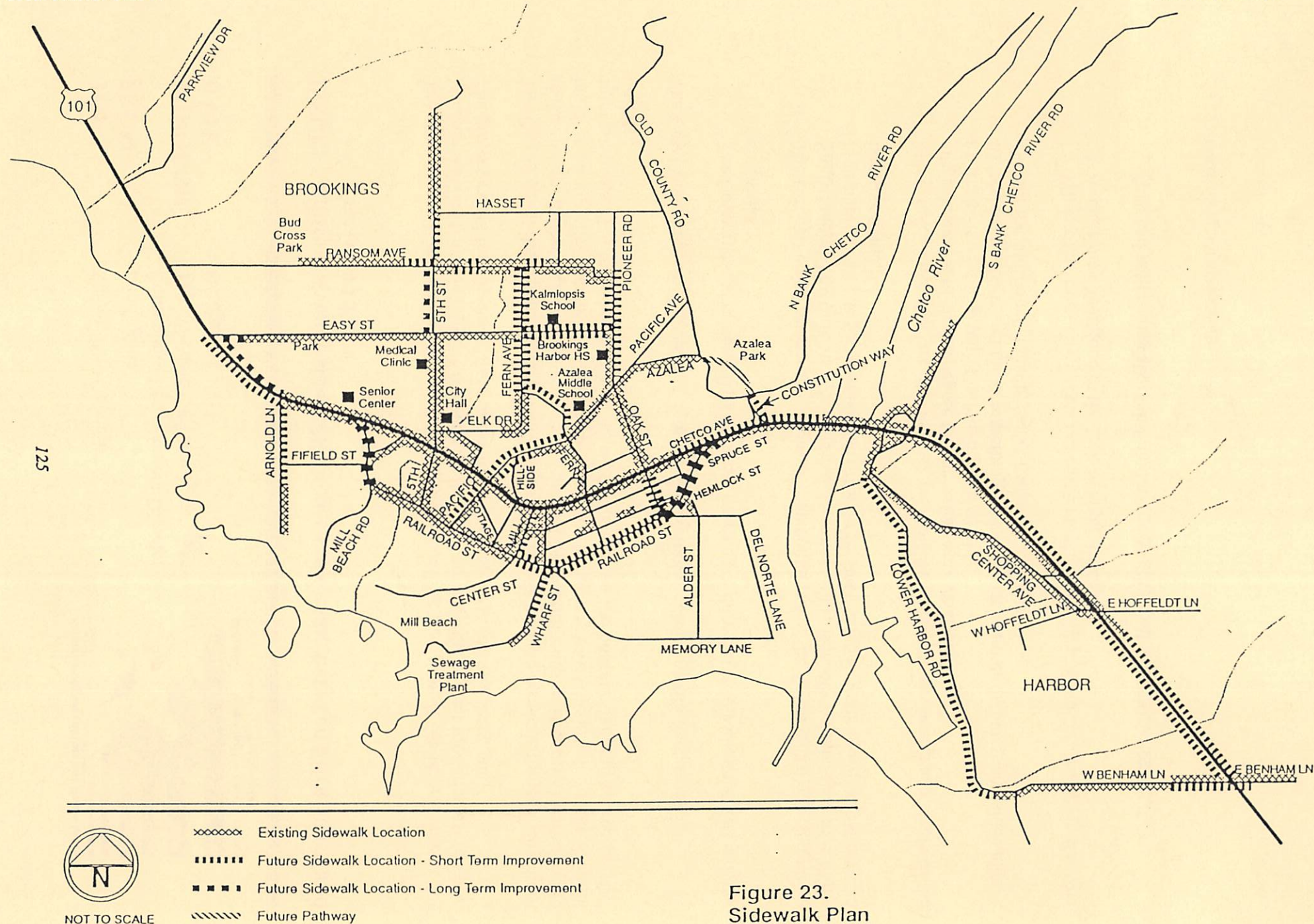


Figure 23.
Sidewalk Plan

Memorandum

TO: Mayor, City Council
FROM: Leo Lightle, Community Development Director
THROUGH: Tom Weldon, City Manager
DATE: October 19, 1998



Issue: Awarding bid on Wastewater Treatment Division pickup truck

Synopsis: The 1998-1999 budget includes \$22,000 for a pickup truck for the Wastewater Treatment Division. A Request for Bids was advertised in the Curry Coastal Pilot and bids were opened October 15.

Letters requesting bids were also sent to eight automotive dealers:

Coast Auto Center-Brookings
Siegrist Ford-Brookings
Tower Ford-Coos Bay
Crater Lake Motors-Medford
Mock Ford-Grants Pass
Butler Ford-Ashland
Airport Chevrolet-Medford
Jim Sigel-Grants

Four bids were received:

Coast Auto Center, Brookings	\$18,913.49
Siegrist Ford, Brookings	\$19,933.50
Crater Lake Motors, Medford	\$19,598.00
Butler Ford, Ashland	\$19,949.67

Recommendation: The City Council award the bid to Coast Auto Center, Brookings.

TO: Mayor, City Council
FROM: Leo Lightle, *LBL*
Community Development Director
THROUGH: Tom Weldon, City Manager *Tom*
DATE: October 19, 1998

Community Development Department



ISSUE: Backhoe Purchase.

BACKGROUND:

The City of Brookings budgeted to replace our oldest backhoe. We budgeted \$56,726, anticipating buying a used machine. The backhoe we are replacing is a 1976 backhoe.

Through the municipal purchasing program we are able to purchase a new backhoe at the price of a 3 to 4 year old backhoe. We are able to take advantage of the Tri Cities Water/Sanitary District's earlier-in-the-year bid process and pricing similar to our purchase of the dump truck in 1995. We are also able to take advantage of price breaks for municipal purchases which are less than a dealer can purchase backhoes.

This particular backhoe normally sells new for \$74,041 but on a municipal purchase will cost \$47,999. The trade-in of approximately \$8,000 would be used to purchase items on our bid sheet but not included in Tri Cities. The Council would need to also pass a resolution to exempt this purchase from competitive bidding although originally competitive bidding was done by the Tri Cities Water/Sanitary District.

RECOMMENDATION:

The City Council pass Resolution No. 98-R-646 authorizing exemption from the bidding process and authorize staff to purchase the Case Loader/Backhoe as specified for \$56,000.

Memorandum

TO: Mayor, City Council
FROM: Leo Lightle, Community Development Director
THROUGH: Tom Weldon, City Manager *pm*
DATE: October 21, 1998



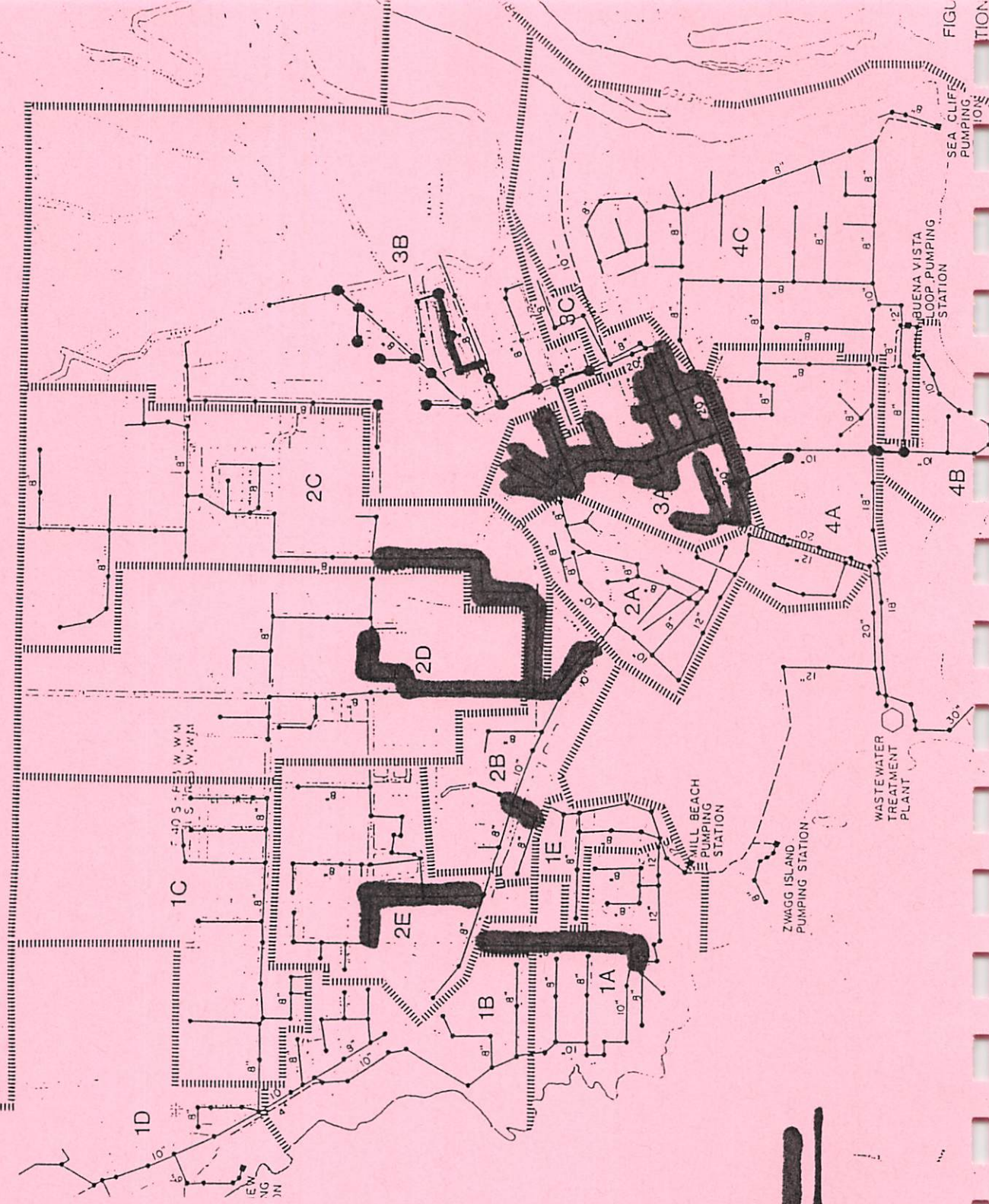
Issue: Awarding bid on Cleaning and Televising Sewer Lines

Synopsis: Four bids were received for the cleaning and televising of 15,000 L.F. of sewerline, an estimated 24 hours of root cutting, 24 hours of grease cutting, and 1,000 L.F. of root foaming. Bids were opened on October 20. A map is attached showing the areas where work will be performed.

Bid amounts were:

TSR Corporation, Sherwood Oregon	\$14,850.00
Gelco Services Inc., Salem Oregon	\$21,610.00
Spec Industries, Eugene Oregon	\$21,860.00
Professional Pipe Service, Portland Oregon	\$24,895.00

Recommendation: The City Council award the bid to TSR Corporation.



Clean and TV
Cut Roots-clean-foam

Ken Lewis
Chief of Police

POLICE DEPARTMENT
City of Brookings
898 Elk Drive
Brookings, Oregon 97415
(541) 469-3118 - Fax (541) 412-0253



Memorandum/10-19-98

From: Chief Ken Lewis *KPL*
To: Brookings City Council *Tom*
Through Tom Weldon
Re: Creation of third police Sergeant position

I am seeking Council approval to create a third patrol Sergeant's position within the police department. This would not add another position to our staff, only change a Police Officer to a Sergeant.

The past supervisory personnel structure of the department has been a Chief and two patrol Sergeants, with the bulk of the supervisory duties delegated to the two Sergeants and a civilian dispatch supervisor. However, for quite some time now one of the Sergeant positions has been dedicated solely to the supervision and administration of the 911 Dispatch center and development of the new E-911 "Enhanced" system.

While I agree that this is currently a necessary use of one of our supervisory staff, I believe we have a strong need to maintain the past level of supervision and leadership to our patrol division as well.

For the past several months we have had a temporary patrol Sergeants position which has been functioning quite effectively. The cost for the remainder of this fiscal year to fund an additional Sergeants position would be approximately \$1,400.00. Due to one employee being absent from work for several weeks on medical disability leave, there should be sufficient savings in personnel costs to cover this \$1,400.00 in the present budget.

We have several viable and qualified candidates within our own ranks for this new position and I will open recruiting and testing up to Police Department employees only. I would like to proceed with the application and testing process as soon as possible if Council approves this request.

I therefore recommend Council authorize changing one Police Officer position to a Sergeant position.

RESOLUTION NO. 98-R-646

A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING THE PURCHASE OF A LOADER/BACKHOE.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:

- 1. The City of Brookings Budget Committee determined that the city is in need of a Case 580 Series 2 Loader/Backhoe for the Public Works and Treatment Plant Divisions. This expenditure has been budgeted for the 1998-1999 fiscal year.**
- 2. Because there are limited monies budgeted with which to buy such a piece of heavy equipment, and because of the substantial savings to be realized in purchasing a new backhoe through the Tri Cities Water/Sanitary District, the Common Council finds that it is in the best interest of the City of Brookings to purchase a Case Loader/Backhoe from Central Equipment in Medford, Oregon at a price of \$56,000 as available through the Tri Cities Water/Sanitary District's bid.**
- 3. The purchase of a loader/backhoe for the City of Brookings as identified herein is therefore exempted from competitive bidding set out in ORS chapter 279 and the City's Resolution No. 92-R-539.**
- 4. 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.**

Passed by the Council and signed by the Mayor this 26th day of October 1998.

Nancy Brendlinger
Mayor

ATTEST:

Beverly S. Adams
City Recorder

CITY OF BROOKINGS
COUNCIL MEETING MINUTES
City Hall Council Chambers
898 Elk Drive, Brookings, Oregon
October 12, 1998
7:00 pm

I. CALL TO ORDER

Mayor Brendlinger called the meeting to order at 7:02 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Nancy Brendlinger, Councilors Larry Curry, Keith Pepper, Bob Hagbom, Frances Johns

Council Absent: Ex-Officio Councilor Shiloh Thom

Staff Present: City Manager Tom Weldon, City Attorney John Trew,
Administrative Secretary Denise Bottoms

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

Others Present: None

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

None

V. PUBLIC HEARINGS

None

VI. SCHEDULED PUBLIC APPEARANCES

A. Louis Rucker for Curry Transfer & Recycling

Louis Rucker presented a mock check for \$15,580.89 to the city for the Community Pride Clean-up. This equals CTR's donation to the community for collecting 970 cubic yards of wood debris & brush and 650 cubic yards of metal & appliances. This represents the amount it would have cost residents to dispose of these items.

B. Azalea Park work

Elmo Williams showed the Council plans for the improvements to Azalea Park he wanted to do with money from 3 grants the Azalea Park Foundation has received.

Questions or comments regarding this item were heard from the following people:

Ken Raith	516 Redwood, Brookings
Olivia Abbott	713 5 th St., Brookings
Gro Lent	508 Redwood, Brookings

Saskia Burnett	15370 Hwy 101 N., Smith River, CA
Craig Mickelson	738 3 rd St., Brookings
Don Higginson	96663 W. Harris Hts., Brookings

Considerable discussion ensued on specific items in the grants and a reminder that the Council had already authorized Nature's Coastal Holiday to renovate the gazebo. The Council then referred the matter to the City Manager to meet with Elmo Williams, Councilor Pepper and Parks and Recreation Commission Chair Mickelson to discuss and hopefully resolve differences.

Mayor Brendlinger suggested that Elmo Williams, Craig Mickelson, Tom Weldon and Keith Pepper get together at a later date to discuss this further. Elmo agreed and Tom will contact him to let him know when the meeting will take place.

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

A. Unscheduled

1. Lorraine Kuhn (813 N. 2nd St.) of the Brookings-Harbor Youth Association updated the Council on the new Youth Center and their activities. They requested the City again help with their annual liability insurance which has increased since last year. The total cost for this year is approximately \$1,122.00.

Councilor Hagbom moved, Councilor Pepper seconded and the Council voted unanimously to add the Brookings-Harbor Youth Association request to the agenda.

Councilor Hagbom moved, Councilor Johns seconded and the Council voted unanimously to donate \$1,000 to the Brookings-Harbor Youth Association for their annual liability insurance premium.

2. Bill Crump of 15708 Pelican Bay Drive asked that he be allowed to take a picture of the Council with a paper doll for his niece's school project. They agreed and the picture was taken.
3. The Mayor announced that item #VIII.B.1 would be addressed at this time as there were 2 people in the audience interested in this item.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to direct staff to have a stop sign installed at the southwest corner of Brooke Lane and Third Street.

Councilor Curry requested that the Council discuss the need for sidewalks on Ransom near 5th Street. Mayor Brendlinger asked that this issue be on

the Council agenda for the 26th and Council view Larry's video and a staff memo at that time.

B. Committee and Liaison Reports

1. Chamber of Commerce - None
2. Parks and Recreation Commission

Craig Mickelson reported that rocks for the trails will be placed at Chetco Point this Saturday and Sunday. Tom Weldon added that Don Higginson has been doing a lot of trail work at this newest City park.

3. Planning Commission - None
4. Council Liaisons

Councilor Curry attended a Chetco Watershed meeting on October 7th and a Coos Curry Douglas Development Corporation meeting on the 8th.

Councilor Pepper reminded the Council to look over the Canopy Project report.

Mayor Brendlinger attended a Planning Commission meeting and the Planning Commission/City Council study session is scheduled for October 26th at 6:00 p.m., just prior to the regular Council meeting.

VIII.

STAFF REPORTS

A. City Manager

1. Golf Course easement

Councilor Hagbom moved, Councilor Johns seconded and the Council voted unanimously to authorize Mayor Brendlinger to sign the Golf Course easement agreement.

2. Council liaison appointments

Councilor Curry moved, Councilor Pepper seconded and the Council voted unanimously to table this item to the next regular meeting.

3. Police grant for bicycles and related equipment

Councilor Pepper moved, Councilor Hagbom seconded and the Council voted unanimously to authorize the

Police Department to apply for a grant for bicycles and related equipment for Officers and Reserves to start a bike patrol next year.

B. Community Development Department

1. Stop signs in Claron Glen subdivision

This item was addressed earlier in the meeting.

The Council meeting recessed at 8:59 p.m. and reconvened at 9:07 p.m.

Councilor Hagbom moved, Councilor Pepper seconded and the Council voted unanimously to add Northwest Economic Adjustment Initiative Grant to the agenda.

Councilor Johns moved, Councilor Curry seconded and the Council voted unanimously to authorize the City Manager to apply for a \$25,000 grant for the City - \$32,000 if Harbor Water District joins us - to contract to do a water management study.

City Manager Tom Weldon told the Council he and Community Development Director Leo Lightle and Plant Supervisor Joe Ingwerson had met with D.E.Q. and Brown and Caldwell engineers this morning at 8:00 and the Wastewater Treatment Plant project is going very well and is on schedule.

IX. CONSENT CALENDAR

- A. Approval of Council Meeting Minutes
 - 1. Minutes of September 28, 1998 Regular Council Meeting
- B. Acceptance of Commission/Committee Minutes
 - 1. Minutes of August 27, 1998 Regular Parks and Recreation Commission Meeting
 - 2. Minutes of September 1, 1998 Regular Planning Commission Meeting

(end Consent Calendar)

Councilor Hagbom moved, Councilor Johns seconded, and the Council voted unanimously to approve the consent calendar.

X. ORDINANCES/RESOLUTIONS/FINAL ORDERS

- A. Resolution No. 98-R-644 - A resolution authorizing financing of Bond Series 1992.

Councilor Hagbom moved, Councilor Curry seconded and the Council voted unanimously to adopt Resolution No. 98-R-644.

- B. Resolution No. 98-R-645 - A resolution authorizing Mayor Nancy Brendlinger to sign all documents regarding sale of city property to U.S. Postal Service.

Councilor Curry moved, Councilor Johns seconded and the Council voted unanimously to adopt Resolution No. 98-R-645.

XI.

REMARKS FROM MAYOR AND COUNCILORS

- A. Mayor - None

The League of Oregon Cities Conference will be November 5th through 8th and there is a regularly scheduled meeting on November 9th.

Councilor Pepper moved, Councilor Johns seconded and the Council voted unanimously to add discussion regarding the November 9th Council meeting to the agenda.

Councilor Pepper moved, Councilor Johns seconded and the Council voted unanimously to cancel the November 9th regular Council meeting.

- B. Council

Councilor Hagbom attended a special meeting of the LOC Board and the County Commissioners regarding transportation issues and will keep the Council updated.

Councilor Johns said that she was impressed with the orientation provided her by staff and expressed appreciation for their time and that City Manager Tom Weldon really had a lot of knowledge.

Councilor Pepper made a short statement encouraging the Council and other city Commission's/Committee's to require everyone to follow correct approval procedures at all times in order to avoid unfortunate conflicts. Council asked City Manager Tom Weldon to come back to them next meeting with a recommended policy on this issue.

XII.

ADJOURNMENT

Councilor Hagbom moved, Mayor Brendlinger seconded and the Council voted unanimously to adjourn at 9:40 p.m.

Nancy Brendlinger
Mayor

ATTEST:

Beverly Adams
Finance Director/Recorder

RESOLUTION NO. 98-R-646

A RESOLUTION EXEMPTING FROM COMPETITIVE BIDDING THE PURCHASE OF A LOADER/BACKHOE.

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS THAT:

1. The City of Brookings Budget Committee determined that the city is in need of a Case 580 Series 2 Loader/Backhoe for the Public Works and Treatment Plant Divisions. This expenditure has been budgeted for the 1998-1999 fiscal year.
2. Because there are limited monies budgeted with which to buy such a piece of heavy equipment, and because of the substantial savings to be realized in purchasing a new backhoe through the Tri Cities Water/Sanitary District, the Common Council finds that it is in the best interest of the City of Brookings to purchase a Case Loader/Backhoe from Central Equipment in Medford, Oregon at a price of \$56,000 as available through the Tri Cities Water/Sanitary District's bid.
3. The purchase of a loader/backhoe for the City of Brookings as identified herein is therefore exempted from competitive bidding set out in ORS chapter 279 and the City's Resolution No. 92-R-539.

Passed by the Council and signed by the Mayor this 26th day of October 1998.

Nancy Brendlinger
Mayor

ATTEST:

Beverly S. Adams
City Recorder