

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
SEPTEMBER 11, 1984
7:00 p.m.

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Bob Kerr, Councilmen Ray Nidiffer, Walt Lovejoy, John Geraghty

Council Absent: Vice Mayor Gil Batty

Staff Present: City Manager Lynn Stuart, City Attorney John Coutrakon, Executive Secretary Donna Van Nest, Planning Director Chuck Rhodaback, Engineering Technician Leo Lightle, City Recorder Naomi Bradfield

News Media Present: Bob Rodriguez, Curry Coastal Pilot; Marge Barrett, KURY Radio

IV. CEREMONIES/APPOINTMENTS

None.

V. MINUTES FOR APPROVAL/ACCEPTANCE

A. Approval of Council Meeting Minutes

1. August 15, 1984 Regular Council Meeting Minutes

Councilman Nidiffer made a MOTION, seconded by Councilman Geraghty, to approve the minutes of the August 15, 1984 joint Council/Planning Commission meeting; MOTION carried unanimously.

B. Acceptance of Planning Commission Meeting Minutes

1. August 7, 1984 Regular Planning Commission Meeting Minutes

Councilman Lovejoy made a MOTION, seconded by Councilman Nidiffer, to accept the minutes of the August 7, 1984 Planning Commission meeting; MOTION carried unanimously.

VI. SCHEDULED PUBLIC APPEARANCES

A. League of Women Voters - Voter Registration

Ms. Joyce Reynolds, President of the League of Women Voters, gave a brief report on a meeting which she had attended, with Mr. Gene Baumann, Curry County Clerk. Mrs. Reynolds stated that the reason for the meeting was to again ask for a Deputy Voting Registrar in Brookings. Ms. Reynolds indicated that she did not feel that the meeting was successful, but that she was aware of a meeting which was held after her meeting, between Mr. Baumann and City Manager Lynn Stuart.

Mayor Kerr requested that Mr. Stuart give his report on the Voting Registrar issue at this time.

VII.C.5. Voter Registrar Briefing

Mr. Stuart indicated that there had been a meeting between Mr. Baumann and himself concerning voting registration. Mr. Stuart said that Mr. Baumann came back for a second meeting with Mrs. Bradfield and her staff of two employees, and all of them have now been briefed on the proper methods of filling out the Voter Registration forms. Mr. Stuart indicated that as of this time, the residents of our community will be able to register to vote up to and including the day of elections, with certification capabilities being available at the polling place on the day of the election. The City staff will assist the community residents in voter registration, as well as assisting the voters in transmitting their voter registration forms to Curry County to within approximately two weeks of the election date. In that two week period, the voter will then be required to take his voter registration to the polling place for final certification. Mr. Stuart also indicated that the City staff will not be authorized to do the final certification of the voter registration, due to a complex problem with the different districts in the precincts. Mr. Stuart stated that there is no action requested from the Council, but that this report is for update purposes only.

VII. COMMUNICATIONS/ANNOUNCEMENTS

A. Mayor Announcements

1. "Constitution Week"

Mayor Kerr proclaimed the week of September 17 through 23, 1984 as "Constitution Week".

VII. COMMUNICATIONS/ANNOUNCEMENTS

A. Mayor Announcements

2. Mayor Kerr advised the Council that he had received a request from the Port of Brookings asking that the City Council support the appointment of Keith Wilkinson as an Oregon Troll representative on the Salmon Advisory sub-panel with the Pacific Fishery Management Council.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to support Keith Wilkinson for the appointment as an Oregon Troll representative on the Salmon Advisory sub-panel with the Pacific Fishery Management Council; MOTION carried unanimously.

B. Council Announcements

None.

C. Manager Announcements

1. Liquor License Ad Hoc Report

Mr. Stuart briefed the Council on the Liquor License Recommendation Guidelines. He explained that staff had prepared the preliminary guidelines and that the ad hoc committee had met with he and Chuck Rhodaback to review the recommendations. The ad hoc committee had recommended some changes in the guidelines and then had recommended that the guidelines be presented to the City Council for adoption.

After a brief discussion, there was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to adopt the Liquor License Recommendation Guidelines as presented; MOTION carried unanimously.

2. Liquor License Application - The Tea Room

Mr. Stuart presented a liquor license application from Ms. Dorothy Bernhard, DBA the Tea Room. Mr. Stuart explained that this application is in essence a transfer from one owner to another in an already existing facility that has not had any problems in the past. Mr. Stuart also indicated that the police department has researched this application, and they have no objections to the issuance of this liquor license.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the liquor license for The Tea Room; MOTION carried unanimously.

VII. COMMUNICATIONS/ANNOUNCEMENTS

C. Manager Announcements

3. Liquor License Application - Dean's Alliance

Mr. Stuart presented a liquor license application from August D. Otten, DBA Dean's Alliance. There was a discussion pertaining to the proliferation of this type of business in the City. Mr. Otten was present at the meeting and asked that the Council note that the name on the application is incorrect; that he was advised by the State that that name was already being used. The name has been changed to the Alliance Fast-Mart. He advised that O.L.C.C. has been advised of the change.

Mayor Kerr asked if there had been any restrictions on the deed for this property as to the use of the property, and Mr. Stuart advised him that as far as the City can determine, there are no restrictions on the deed.

Councilman Geraghty expressed concern due to the fact that this application is not going through the public hearing process that the new guidelines call for. Mr. Stuart indicated that this application had been filed three months ago. Councilman Lovejoy stated that he didn't feel that the Council could go backward on this issue.

Mayor Kerr expressed concern because the Council had denied an application just two months ago for this specific type of business. Councilman Lovejoy expressed his opinion that he thought that the Council would have approved the other application except that there had been a restriction on the deed to the property.

Councilman Geraghty stated that it was he who had made the MOTION to deny the application from Brookings Shell, due to a proliferation of these types of licenses, but now feels that to deny for that reason sets a type of quota system, and that in itself denies the free enterprise system.

Mayor Kerr noted that the mini-mart trend is sweeping the country due to the decline of use of the service department portions of service stations.

Mr. Otten asked if he was being restricted because his business was inside the City limits. He said that the Bi-Mor Station in Harbor had applied for their liquor license after he had applied, and they are already open and running.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the liquor license application for the Alliance Fast-Mart; MOTION carried unanimously.

4. Handicapped Access Report

Mr. Stuart asked that Engineering Technician Leo Lightle advise the Council on this matter, which pertains to the monies received from Federal Revenue Sharing.

Mr. Lightle briefed the Council on the "Self-Evaluation Transition Plan", for compliance with the handicapped facilities requirements and access requirements in accordance with Federal Revenue Sharing funds.

Mr. Lightle outlined the following requirements which must be accomplished by the City in order to comply:

City Hall

The non-structural changes needed are to establish handicapped parking, signing for the parking, and construction of an access ramp from the parking lot to the sidewalk. These changes need to be made prior to October 17, 1984.

The structural changes needed are to remodel the women's restroom and to construct a new men's restroom. Mr. Lightle indicated that the monies for this project are currently in the 1984-85 fiscal budget.

Library

The non-structural change needed is to have signing for the handicapped parking.

No structural changes are deemed necessary.

Swimming Pool

Buy new partitions, grab bars and new stools to make the restrooms in the pool facility comply with handicapped accessibility.

Bud Cross Park

The non-structural change needed is to have signing for handicapped parking.

No structural changes are deemed necessary.

Easy Manor Park

The non-structural change needed is to have signing for the handicapped parking.

The structural changes needed are to increase the size of the restroom facilities, which would be accomplished by removing the partial block walls and putting in handicapped stools with the appropriate grab bars and the necessary hardware.

Mr. Stuart indicated that if the Council concurred with the report, there needs to be an official action to indicate to the Federal government that the Council had reviewed the "Self-Evaluation Transition Plan."

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty that the Council has reviewed and does concur with the proposed plan; MOTION carried unanimously.

5. Voter Registrar Briefing

See page 2

6. 9-1-1 Briefing

Mr. Stuart indicated to the Council that the 9-1-1 Emergency Telephone System plan is progressing as planned, and advised the Council of the progress of both the communications committee and the finance committee of the local jurisdiction. Mr. Stuart stated that there is a proposed technical start-up date of April 1, 1985 for the 9-1-1 system in our area.

There was no action requested on this item, but it is rather for update purposes only.

7. Public Works Report

Mr. Lightle advised the Council on some of the projects which have been completed by the Public Works Department in the past year, including the bike path, Mill Beach Road water line, a new water line from the water tank to Pipeline Road, replacement of a portion of the Memory Lane sewer line, installation of storm drains on Cedar Street, repair of a leakage by Brookings Bikes and Boards, construction of a parking area near the ball fields at Bud Cross park, and installation of some storm drains, repair to the roadway leading in to the Water Treatment

Plant, repairs to water line on Fern Street, painting and maintenance at the Wastewater Treatment Plant, and painting at the Water Treatment Plant.

Mr. Lightle explained that a portion of the sewer line on Railroad Avenue is being replaced at this time and should be completed by next week. The City crew is beginning repairs to a sewer bypass on Buena Vista Loop. There are also a couple of drainage problems that the crew hopes to have solved by October.

Mayor Kerr requested that the Public Works Department look into taking care of a storm drainage problem at Spruce and Willow, and a pile of debris on Railroad Avenue between the rent-all store and Touch of the Past Restaurant.

D. Attorney Announcements

1. Victim's Assistance Program (Intergovernmental Agreement)

Mr. Coutrakon explained that the Victim's Assistance Program is designed to help victims of crimes. The monies for this program are assessed and collected by the courts, sent to the State, and in turn the State returns half of the assessments to the local Victim's Assistance Program. Mr. Coutrakon indicated that Brookings itself does not have such a program, but the program from which the City would work is Curry County. Mr. Coutrakon requested that the City Council sign the Intergovernmental Agreement between Brookings and Curry County so that Brookings would be taking part in the Victim's Assistance Program.

There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to authorize the City Manager and the City Attorney to enter into the Intergovernmental Agreement with Curry County.

2. Mr. Coutrakon briefed the Council on the progress of the suit filed against Harris-Miller due to slide damage occurring on Marina Heights Road.

VIII. CALL FOR BIDS

None.

IX. REPORT ON BIDS

A. Sale of Surplus Equipment

Mr. Stuart presented the tabulation on the surplus equipment which the City had put out for bid. The bids were opened on September 7, 1984, at 10:00 a.m. in the Council Chambers. The bid tabulations were as follows:

1978 Dodge pickup (License E-147628 \$551.50 and \$537.50

1973 Datsun pickup (License E-118969) \$385.00

1954 White dump truck (License E-107-872) \$877.00

Mr. Stuart indicated that these were the only bids received on the equipment, and that there were several other items which did not receive bids. Mr. Stuart requested that the City Council authorize staff to recall for bids on the other items with no reserves.

Mayor Kerr expressed his feeling that the bid minimum on the 1,500 gallon fuel tank and the saddle tanks was fair and he didn't feel that this minimum should be reduced.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, to accept the high bids on the three pieces of equipment, rebid the remainder of the rolling stock with no reserves, and offer for sale at the minimum bid price the fuel tank, the saddle tanks, the Victor calculator, the dry photo copier and the Commander adding machine; MOTION carried unanimously.

B. Electronic Typewriter

Mr. Stuart submitted the tabulation on this item, with two bids being received. Brookings Office Supplies bid \$759.00 for an Olympia ES101, and Mory's Arts bid \$980.00 for a Xerox 610. Mr. Stuart requested that the Council authorize City staff to purchase the Olympia ES101.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to authorize the City staff to purchase the Olympia ES101 electronic typewriter; MOTION carried unanimously.

C. Copy Machine

Mr. Stuart indicated that since the time of Council authorization to call for bids on a copy machine, there has been a review done on the current contract, and although the copy machine was received in October, 1981, the actual contract

was not officially executed until February, 1982, therefore continuing the payments on the existing machine until February, 1985. As a result of this, Mr. Stuart stated that there were not sufficient funds in the budget to cover the expenses of having two copy machines for a short time. Mr. Stuart recommended to Council that all bids be rejected and City staff be authorized to rebid immediately prior to the closing date of the existing copy machine contract.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty to reject all bids on the copy machine; MOTION carried unanimously.

X. ORDINANCES

None.

XI. RESOLUTIONS

A. Resolution No. 357 - Creation of Budget Funds

Mr. Stuart advised the Council that the reason for this resolution is because the City Auditor recommends that this resolution be done on an annual basis.

Mrs. Van Nest read Resolution No. 357 into the record.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer to adopt Resolution No. 357; MOTION carried unanimously.

B. Resolution No. 358 - Appropriations Resolution

Mr. Stuart explained that some of the expenditures were encumbered at the end of the fiscal year by purchase order but the actual purchase was not consummated before the end of the fiscal year. The City auditor recommends that the City adopt an appropriations resolution to again appropriate those funds for this year.

Mrs. Van Nest read Resolution No. 358 into the record.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to adopt Resolution No. 358; MOTION carried unanimously.

XII. UNSCHEDULED PUBLIC APPEARANCES

None.

XIII. PAYMENT OF VOUCHERS

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to pay the vouchers in the amount of \$35,466.68; MOTION carried unanimously.

XIV. ADJOURNMENT

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to adjourn; MOTION carried unanimously.

Mayor Kerr adjourned the meeting at 8:50 p.m.



Mayor Bob Kerr

ATTEST:



Naomi Bradfield, City Recorder

VOUCHERS PAYABLE

September 11, 1984

Vouchered in August - Payable in September

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
3875	9237	ANTIQUES	38.00
3887	9238	ARTHUR C CLARK COMPANY	26.50
3855	9239	DENNIS BARLOW	15.11
3893	9240	BEARINGS, INC.	72.78
3891, 3892	9241	BECCO, INC.	155.10
3793, 3903, 3844, 3801, 3774	9242	BLUE STAR GAS, NW	1,845.47
3868	9243	BRITE SPOT JANITORIAL	175.00
3805	9244	BROOKINGS ELECTRONIC SERV	28.50
3870	9245	BROOKINGS SANITARY SERV	55.00
3906, 3886, 3786, 3825	9246	BROOKINGS SUPPLY INC.	77.49
3794	9247	BROOKINGS UNION 76	17.00
3895	9248	BROOKINGS VOLUNTEER FIRE	1,035.00
3864	9249	GOLDIA BROWN	19.09
3853, 3818, 3819	9250	BUDGE MCHUGH SUPPLY CO.	614.70
3896, 3787	9251	GERALD W BURNS, CPA	3,816.00
3912	9252	BURROUGHS CORPORATION	1,524.18
3867	9253	CAL-ORE FIRE EXTINGUISHER	152.00
3885	9254	CHAMBERS PLUMBING & HEAT	1,258.25
3824	9255	CHETCO REXALL DRUGS	31.83
3872	9256	COAST AUTO CENTER	112.00
3820	9257	COLVIN OIL COMPANY	433.80
3869	9258	J.CONANT JANITORIAL	475.00
3859	9259	MIKE COOPER	11.31
3797	9260	COOS CURRY COUNCIL OF GOV.	49.74
3915	9261	COUTRAKON & BABIN, ATTYS	4,141.90
3822	9262	L.N. CURTIS & SONS	32.01
3849	9263	ERIC D'ALCORN	8.80
3839	9264	DAN'S PHOTOGRAPHY	52.95
3832, 3776, 3826, 3900	9265	DEL-CUR SUPPLY CO-OP	89.99
3780	9266	DEMCO	145.63
3777	9267	DICKS CHETCO SAW SHOP	6.00
3861	9268	GEORGE DOMINY	13.11
3856	9269	SAM DOTSON	9.84
3883, 3880	9270	DOUBLEDAY & COMPANY	40.38
3837, 3838	9271	DOYLE ELECTRIC	4,177.82
3791	9272	EXECUTIVE DEPARTMENT	302.00
3840, 3796, 3792	9273	1ST IMPRESSIONS	212.25
3852	9274	H.D. FOWLER COMPANY	102.62
3860	9275	CURT FOX	25.75
3911	9276	FRANKLIN WATTS, INC.	159.48
3798	9277	FRANKS OFFICE EQUIPMENT	18.37
3766	9292	FREEMAN ROCK ENTERPRISES	449.06
3807	9279	GAYLORD BROS., INC.	87.70
3862	9280	DAVE GILBERT	12.11
3914	9281	GRANTS PASS WATER LAB.	35.00
3909	9282	GREYHOUND LINES, INC.	23.00
3878	9283	HALPRIN SUPPLY COMPANY	189.16
3871, 3778	9284	HARBOR EQUIPMENT	37.40
3806	9285	HIGHSMITH COMPANY, INC.	168.28

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
3811	9286	HIMBERS	212.13
3783	9287	HOUSE BEAUTIFUL	13.97
3828	9288	HYDRONIX INC.	1,696.00
3789, 3835, 3873, 3901	9289	INDUSTRIAL STEEL & SUPPLY	188.15
3804	9290	RED JORDAN FOODS	87.90
3809, 3779, 3808,	9291	KERR ACE HARDWARE	660.65
3879, 3810, 3894	9293	LITRELL PARTS	131.73
3800, 3846, 3890	9294	CAMERON LYNN	16.65
3863	9295	MONTGOMERY WARDS	25.10
3905	9297	MORY'S OFFICE SUPPLIES	847.63
3772, 3831, 3889, 3833	9298	NADING PLUMBING & HEAT	30.00
3908	9299	NATHANIEL DAME & CO.	42.60
3898	9300	O'NEALE SUPPLY CO. INC.	135.40
3879, 3802	9301	OREGONIAN	8.75
3876	9302	KENT OWENS	12.22
3857	9303	PACIFIC NORTHWEST	15.00
3784			
3874, 3830, 3842, 3788,	9304	PACIFIC WATER WORKS	2,341.61
3815, 3814, 3843	9305	PACO PUMP	103.14
3823	9306	PARAMOUNT PEST CONTROL	17.00
3816	9307	SHIRLEE PENDLETON	12.11
3865	9308	PITNEY BOWES	54.00
3767	9309	POOL & PATIO PLACE	43.37
3821	9310	PUBLICATION ARTS, INC.	56.65
3913	9311	PUBLISHERS CENTRAL BUREAU	563.16
3812	9312	QUILL CORPORATION	353.25
3850, 3773	9313	RAYS SENTRY MARKET	108.30
3851, 3775	9314	RITZ'S REPAIR	25.00
3910	9315	ROGERS MACHINERY	335.00
3795, 3882	9316	GERALD ROSS INSURANCE	973.00
3877	9317	SATURDAY EVENING POST	12.97
3781	9318	SCIENTIFIC AMERICAN	24.00
3782	9319	WAYNE SHEFFEL	13.25
3858	9320	MICHELLE SHORT	10.70
3866	9321	SINGLETON PLUMBING	168.75
3848	9322	DESI SMITH	1,120.00
3771	9323	CECIL SMITH SR	33.46
3854	9324	SPARLING INSTRUMENT CO.	29.98
3902			
3888, 3834, 3847, 3841, 3768	9325	SQUARE DEAL BUILDERS	466.82
3827, 3799, 3769, 3813	9326	STAMPERS J & J TIRE CO.	11.00
3845	9327	STEINER CORPORATION	11.30
3884, 3790	9328	TARTAN BOOKS	31.70
3829	9329	TIDEWATER CONTRACTORS	104.00
3836	9330	UNITED LABORATORIES	106.27
3803	9331	U.S. LEASING CORPORATION	200.00
3881	9332	U.S. NATIONAL BANK-VISA	107.75
3907	9333	WEBFOOT TRUCK & EQUIPMENT	8.63
3770	9334	WILSON TIRE SERVICE	1,317.17
3904			
TOTAL \$			35,466.68