

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
November 10, 1983
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, Vice Mayor Gil Batty, Councilman Walt Lovejoy, Councilman Ray Nidiffer, Councilman John Geraghty.

City Recorder announced a quorum present with which to conduct business.

Staff Present: City Manager Lynn Stuart, Administrative Assistant Georgia Shirilla, City Recorder Naomi Bradfield, City Engineer Dick Nored, City Attorney John Coutrakon, Public Works Supervisor Cecil Smith, Assistant Public Works Supervisor Dennis Barlow.

Media Present: Bob Rodriguez, Curry Coastal Pilot and Marge Barrett, KURY Radio.

IV. CEREMONIES/APPOINTMENTS

1. Planning Commission Vacancy

Mr. Stuart briefed the Council on the three people that were before the Council for consideration for the Planning Commission vacancy.

Mayor Kerr asked Council for any recommendations. Councilman Geraghty thanked all the individuals that applied for the position. He then made a MOTION that Lonny Draheim be appointed to the Planning Commission, seconded by Councilman Lovejoy; motion carried unanimously.

V. MINUTES FOR APPROVAL/ACCEPTANCE

A. Approval of Council Meeting Minutes

1. October 11, 1983 Regular Council Meeting Minutes

There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to approve the October 11, 1983 Regular Council Meeting minutes; motion carried unanimously.

B. Acceptance of Commission/Board Minutes

1. October 4, 1983 Planning Commission Meeting Minutes

There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to accept the October 4, 1983 Planning Commission meeting minutes; motion carried unanimously.

VI. SCHEDULED PUBLIC APPEARANCES

1. Auditor Presentation

Gerald Burns made a brief presentation of the year end audit that

was done by his firm. He then stated that all of the results of his audit tests were positive. He also stated that the present accounting system is a very good system and well managed. He then recommended that the City look into getting a computer system.

Mayor Kerr commended Naomi Bradfield on the job she has done with the city books as the City Finance Director.

Bill Cunningham asked why the auditor suggested selling the AT&T stock that the City has. The auditor referred to the ORS that stipulates that city's can invest their money but he felt that since the City is responsible for that money it should be invested in something that is authorized, stock is not an authorized investment for cities.

There was then a brief discussion regarding the current market for AT&T stock.

Harold Theisen asked if the City was on a cash basis or the modified accrual system. Mr. Burns informed Council that the City is on the modified accrual system. He then went on to explain the system briefly.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Batty, to accept the audit as presented by Burns and Updegrave; motion carried unanimously.

2. Chamber Request

Mike Delvin explained to Council that the money that he was requesting for the Brookings-Harbor Chamber of Commerce would be spent on advertising in Sunset Magazine in the Northwest Edition.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the \$1200 request made by Mike Delvin on behalf of the Chamber of Commerce for advertising purposes; motion carried unanimously.

3. V-83-4 Appeal

Georgia Shirilla, Administrative Assistant, briefed Council on this appeal V-83-4 for Mr. Nachazel for two variances to the city's zoning ordinances. This variance request has been denied by the Planning Commission.

Jim Nachazel then spoke on his behalf about the total footage of the lots and the houses that are presently located on the lots.

There was then a brief discussion regarding the ordinance and the lot split.

Ms. Shirilla then read part of Ordinance No. 216 which is the ordinance that is being referred to.

Harold Theisen then spoke of his concern regarding this variance request.

Councilman Nidiffer made a MOTION that the variance request be denied, Councilman Geraghty seconded the motion; motion carried unanimously.

VII. COMMUNICATIONS/ANNOUNCEMENTS

A. Mayor Announcements

1. League of Oregon Cities

Mayor Kerr told briefly of the upcoming League of Oregon Cities conference that was to be attended by some Council members and City Staff.

B. Council Announcements

None.

C. Manager Announcements

1. School Cross Walk Request

Mr. Stuart, City Manager, briefed the Council on the request for a school cross walk across US 101 because of a cancelled bus route. A study has been done by the State to see if the cross walk is feasible. The study stated that they felt a cross walk such as was requested should be manned by either an adult or a safety patrol person. They also recommended removing the Mill Street cross walk light that presently exists. Mayor Kerr went on the record as saying that he opposed the removal of any cross walk and he felt the Mill Street one was a well used one. Mr. Stuart explained that the State was only recommending the removal of the light, not the cross walk itself.

Mr. Stuart stated that he had not yet had an opportunity to get together with Mr. Currey, Superintendent of the Brookings-Harbor School District, to discuss the study results. He will be back with a recommendation at the next Council meeting.

2. Hassett & Ransom LID

Mr. Stuart briefed the Council on the events that have taken place regarding the Hassett & Ransom LID. He then asked Dick Nored, City Engineer, to brief the Council on the results of the meetings that were held regarding the LID.

Mr. Nored informed Council that we have not yet heard from a large majority one way or another. He went on to brief the Council on the areas affected by the LID and their current water pressures.

Mayor Kerr expressed his concern that if the City went ahead and started the engineering report and then the two-thirds of the people required to stop the project objected, the City would be out the money for the engineering report.

Councilman Batty suggested that a mailing be done and state in the letter that if the people did not respond, the City would acknowledge their silence as being in favor of the project.

There was a MOTION by Councilman Batty, seconded by

Councilman Geraghty, to send a certified letter to those property owners who have not responded; motion carried unanimously.

3. Property Tax Relief Plan Review

Mr. Stuart briefed the Council on the legislative action on the Property Tax Relief Plan. The reason for this agenda item was because a public hearing must be held and a favorable response received from a majority of cities before this issue can be placed on the ballot.

Councilman Batty felt that the only decision that needed to be made by the Council was whether or not the public was entitled to vote on it.

Councilman Geraghty felt we should leave it up to the people.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Batty, to have the public hearing at the December City Council meeting; motion carried unanimously.

4. Cathodic Protection Agreement

Mr. Stuart briefed the Council on the Cathodic Protection Program agreement which will renew the contract that the City currently has with the Penwalt Corporation.

He then went on to explain what cathodic protection is.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to accept the contract; motion carried unanimously.

5. Parking Request - Chetco Avenue

Mr. Stuart informed Council of the 'cars only' parking delineation that was being requested for directly in front of Coast Auto. Mr. Leon Walker, owner of Coast Auto, is the one that made the request.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to authorize the installation of 'cars only' parking on the two spaces in front of Coast Auto to the south of his drive; motion carried unanimously.

6. Street Naming - County

Mr. Stuart briefed Council on the street name requests that were received for the outer county area. It's outside the City's urban growth boundary and the City limits but they are asking for the City's review and recommendations regarding the street names.

The names being requested were Sterling Heights Lane, Whalestail Lane and Kittery Road.

There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to approve the street name requests; motion carried unanimously.

7. I & I Report

Mr. Stuart updated the Council on the situation of the I & I report. He then asked Mr. Dick Nored to give the details on where the City was now on the program.

8. 1983-84 Tax Rate Review

Mr. Stuart briefed the Council on the fact that the 1983-84 tax rate for the City of Brookings was dropping this year from \$5.48 (which was the rate last year) to \$4.42. This was accomplished by the Budget Committee taking the approach of users fees to reduce taxes.

9. Planning Commission (Agenda Review)

Georgia Shirilla, Administrative Assistant, gave a presentation of the items that occurred at the Planning Commission meeting.

Mr. Stuart then added that another public hearing will be held at the December Planning Commission meeting so that the people can get what they really want as far as zone changes in the City of Brookings.

10. Announcements

Mr. Stuart informed the Council and audience of Mayor Kerr's placement as the President of the Western Building Materials Association and the naming of Ray Nidiffer as one of the top 100 businesses in the State of Oregon. He then congratulated them on behalf of the City Staff.

D. Attorney Announcements

None.

E. Engineer Announcements

None.

VIII. CALL FOR BIDS

1. WWTP Boiler

Dick Nored, City Engineer, gave an oral presentation of the new WWTP boiler that he was recommending be purchased because it would not only cut down the current fuel usage by half but it would also run off methane from the digesters. He estimated the cost to be about \$7,800.

Mr. Stuart then addressed the fact that sufficient funds were available.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to call for bids for the WWTP boiler; motion carried unanimously.

Mr. Stuart then informed Council that the bid opening would be on Friday, December 9, 1983 at 10:00 a.m. and present the results of the bid opening to the City Council at the December 13th meeting.

IX. REPORT ON BIDS

1. Police Car

Mr. Stuart outlined the City Council had authorized the City

Staff to call for bids on a new police vehicle at the October 11, 1983 meeting. Bids were opened on November 1, 1983, with the following results:

Coast Auto Center - 1984 Dodge Diplomat	\$10,572.00
with trade	9,772.00
Akin Motor Company - 1984 Ford LTD	\$ 9,988.52
with trade	9,188.52

The Police Department and Mr. Stuart recommend that the City accept the bid on the 1984 Ford LTD 4-door sedan for \$9,988.52. He also recommended that the Dodge Aspen be put into the staff rotation and take the present staff vehicle and put it up for sale.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Batty, to accept the bid on the 1984 Ford LTD of \$9,988.52; motion carried unanimously.

2. Police Department Typewriter

Mr. Stuart briefed the Council on the call for bids which was authorized at the October meeting of the City Council. Bids were opened on November 1st at 10:00 a.m. and the following bids were received:

Royal 5001	\$1,057.50
Royal 5030	\$1,365.00
Olympia ES101	\$ 734.00
Royal 5001	\$1,057.50
Cannon AP400	\$1,023.83

The low bid was from Brookings Office Supply for the Olympia ES101 for \$734.00. He then recommended that the City Council accept this bid.

There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to accept the bid on the Olympia ES101 of \$734.00; motion carried unanimously.

3. Railroad Street Bike Path

Mr. Stuart briefed the Council on the results of the bid opening. Two bids were received and the results are as follows:

Tidewater Contractors	\$18,120.00
Rod Bodman Construction	\$12,950.00

He then stated that the amount of money that was bid on this project and the Tanbark Park Project exceeded the amount of money that was available to us through a grant from the State Parks and Recreation Department.

Dick Nored then informed Council that he had met with Mr. Bodman and had agreed upon the reduction of the pavement striping and the traffic signing, which would allow us to award the project on a total of \$11,850.00. He then recommended that we delete those two items and award the

project to Rod Bodman Construction.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to accept Rod Bodman's bid of \$11,850.00 for the Railroad Street Bike Path; motion carried unanimously.

4. Tanbark Park

Mr. Stuart briefed the Council on the results of the bid opening and the fact that both bids on this project exceeded the amount of money that was available to us through a grant from the State Parks and Recreation Department. The bids were

Tidewater Contractors	\$4,020.00
Rod Bodman Construction	\$4,566.00

There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to delete Schedule B the Tanbark Park Project; motion carried unanimously.

5. High Level Piping

Mr. Stuart informed Council that after calling for bids a second time, we still have received no bids on this high level piping. The estimated cost of the high level piping is \$3,500 and with that thought in mind he asked the City Council's authority to allow staff to go through a documented bidding process by telephone to acquire the pipe and appurtenances required for this project.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to authorize City Staff to proceed with a documented bidding process by telephone to acquire the needed materials; motion carried unanimously.

X. ORDINANCES

1. Ordinance No. 380 - CATV Franchise

Mayor Kerr asked the City Recorder to read Ordinance No. 380 into the record.

Mayor Kerr asked if there were any questions. There were none.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to adopt Ordinance No. 380 at the first reading; motion carried unanimously.

Mayor Kerr asked the City Recorder to read Ordinance No. 380 by title only.

There was a MOTION by Councilman Batty, seconded by Councilman Geraghty, to adopt Ordinance No. 380 at the second reading; motion carried unanimously.

2. Ordinance No. 381 - Business License Fees

Mayor Kerr asked the City Recorder to read Ordinance No. 381 into the record.

Mayor Kerr asked if there were any questions. There were none.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to adopt Ordinance No. 381 at the first reading;

motion carried unanimously.

Mayor Kerr asked the City Recorder to read Ordinance No. 381 by title only.

There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to adopt Ordinance No. 381 at the second reading; motion carried unanimously.

XI. RESOLUTIONS

None.

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 \$17,840.04; motion carried unanimously.

XIV. ADJOURNMENT

Mayor Kerr adjourned the meeting at 9:20 p.m.

EXECUTIVE SESSION ORS 192.660 (1) ()



Mayor Bob Kerr

ATTEST:



Naomi Bradfield, City Recorder

VOUCHERS PAYABLE

November 10, 1983

Vouchered in October - Payable in November

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
2565		AKIN MOTOR COMPANY	\$ 175.70
2545		AMERICAN SCIENTIFIC PRODUCTS	113.06
2534		BEN ARNDT	13.84
2542		DENNIS P. BARLOW	13.70
2547		BECCO, INC.	145.00
2544		BRITE SPOT JANITORIAL	175.00
2551		BRODART, INC.	113.50
2499		BROOKINGS ELECTRONIC SERVICE	38.50
2557		BROOKINGS SANITARY SERVICE	55.00
2509, 2506, 2575		BROOKINGS SUPPLY, INC.	247.01
2559		BROOKINGS VOLUNTEER FIREFIGHTERS ASSOCIATION	1,065.00
2533		GOLDIA BROWN	19.09
2560		BRUIN HUNTER	34.65
2541		BUDGE-McHUGH SUPPLY CO.	301.68
2498, 2573		BURNS & UPDEGROVE, CPAs	1,221.00
2574, 2479		CHETCO REXALL DRUGS	21.90
2503		CRAFTS 'N THINGS	13.00
2483		COAST AUTO CENTER	100.95
2517		COLVIN OIL COMPANY	46.00
2553, 2554, 2508		JERRY CONANT JANITORIAL	555.00
2528		MICHAEL J. COOPER	11.31
2564		THE CRAFTED COW	59.84
2510		COOS-CURRY COUNCIL OF GOVERNMENTS	997.00
2566		COUTRAKON & BABIN	1,801.50
2569, 2477		CURRY COASTAL PILOT	231.05
2493		CURRY COUNTY BOARD OF COMMISSIONERS	10.00
2570, 2497		DEL-CUR SUPPLY CO-OP	795.10
2522		DICK'S CHETCO SAW SHOP	19.20
2530		GEORGE DOMINY	18.95
2525		SAMUEL W. DOTSON	9.84
2521		DOYLE ELECTRIC CO.	362.50
2514		EXECUTIVE DEPARTMENT	322.00
2562		F & C CONSTRUCTION	1,440.00
2529		CURTIS FOX	24.25
2535		DAVID GILBERT	10.70
2577		GOLDEN PRESS	6.84
2486, 2567		GRANTS PASS WATER LABORATORY	65.00
2568		GREYHOUND BUS LINES, INC.	18.40
2475		HARBOR EQUIPMENT	421.30
2474, 2491		HARBOR LOGGING SUPPLY, INC.	58.80
2524		HORRELL PAINTING	30.00
2536		JEAN HOOK	7.95

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
2484		INDEPENDENT BUSINESS FORMS	\$ 434.50
2523, 2487, 2543		KERR ACE HARDWARE	481.96
2571		LITRELL PARTS OF BROOKINGS	25.36
2532		CAMERON LYNN	16.65
2555		M & K CAFE	18.40
2556		MORY'S ARTS	136.71
2504		NEEDLE & THREAD	19.97
2496		NEW ERA PRESS	30.00
2505		NUDELMAN BROS.	89.00
2550		O'NEALE SUPPLY INC.	242.85
2572		OREGON STATE HEALTH DIVISION	24.85
2516		OREGONIAN-OREGON JOURNAL	43.50
2526		KENT OWENS	12.22
2501		OXMOOR HOUSE	11.84
2546, 2500, 2478		PACIFIC WATER WORKS	665.34
2494		PARAMOUNT PEST CONTROL, INC.	17.00
2539		PEOPLE WEEKLY	22.50
2519		PITNEY BOWES	54.00
2481		PORTLAND ELECTRIC & PLUMBING	18.09
2507		QUILL CORPORATION	281.40
2488		RAY'S SENTRY MARKETS	63.08
2512		DR. R. L. RENNICK, MD, PC	35.00
2527		WAYNE SHEFFEL	13.25
2482		CECIL SMITH	32.05
2515		KEITH SMITH	350.00
2538		SOUTHCOAST MEDICAL CENTER, PC	35.00
2548, 2540, 2480		SQUARE DEAL BUILDERS SUPPLY	309.40
2518, 2476		STAMPER'S J & J TIRE	306.66
2513		STATE FORESTER	15.00
2563		STEINER CORPORATION	196.11
2558		STERLING PUBLISHING CO.	13.59
2485		UNK'S ALIGNMENT SHOP	40.00
2537		U.S. LEASING CORP.	200.00
2561		U.S. NATIONAL BANK OF OREGON	279.45
2552		U.S. POSTMASTER	100.00
2531		DONNA VAN NEST	14.36
2511		WESTERN FIRE JOURNAL	14.95
2549		THE H.W. WILSON CO.	117.00
2576, 2520		WILSON TIRE SERVICE	1,846.39
2495		THE WORLD	22.50
		TOTAL	\$17,840.04