

MINUTES  
BROOKINGS COMMON COUNCIL  
CITY OF BROOKINGS  
October 12, 1982  
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 Ray Nidiffer; Councilman Walt Lovejoy; Councilman John Geraghty.

Staff Present: City Manager, Lynn Stuart; City Attorney John Coutrakon; Administrative Assistant Georgia Shirilla; City Engineer Steve Majors.

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

IV. CEREMONIES/APPOINTMENTS

None.

V. MINUTES FOR APPROVAL/ACCEPTANCE

A. Approval of Council Minutes

1. September 14, 1982 Regular Council Meeting Minutes

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the September 14, 1982 Regular Council Meeting minutes; motion carried unanimously.

B. Acceptance of Commission/Board Minutes

There was a MOTION by Councilman Geraghty, seconded by Councilman Nidiffer, to accept the August 17, 1982 Planning Commission minutes and the August 23, 1982 Library Board minutes; motion carried unanimously.

VI. SCHEDULED PUBLIC APPEARANCES

1. Coos Curry Council of Governments BPA Grant

Mayor Kerr indicated that Ms. Sandy Diedrich was not in attendance and would hold this agenda item until she arrived.

2. Highway 101 Speed Discussion (Hurd)

Mayor Kerr turned the item over to Mr. Don Hurd.

Mr. Hurd introduced himself and his wife Linda and indicated they were representing the residents in the area situated approximately between Heather Lane and Parkview

Drive along U.S. 101. Mr. Hurd indicated that there were approximately 10 intrusions upon traffic in that stretch of roadway and felt as though the frequency of accidents was sufficient to require a speed study to be conducted.

Mayor Kerr indicated a concurrence and asked the City Council's reaction to Mr. Hurd's request. There was unanimous support that the City staff be directed to contact the State Highway Department to conduct a traffic speed study in that area, with the purpose of making recommendations to the City Council toward the reduction of speed to improve safety.

## VII. COMMUNICATIONS/ANNOUNCEMENTS

### A. Mayor Announcements

#### 1. Jackson Hole Workshop

Mayor Kerr indicated that there was to be a workshop conducted by the director of the Jackson Hole area Chamber of Commerce to be held October 22, 1982 at the Harbor Coffee Shop. He requested any interested Councilmen or members of the community to contact the City staff to be included in such a workshop. There was an expression of interest by Councilman Gil Batty and Councilman Ray Nidiffer. The staff was directed to schedule these councilmen's attendance at the meeting.

2. Mayor Kerr indicated that hazardous conditions exist throughout the community for parking at intersections and crosswalks. He directed the City staff, with Council's concurrence, to prepare a study for the installation of green curbs with white marking indicating cars only; thus, eliminating the parking of high-profile vehicles at hazardous locations.

The City staff was directed to prepare such a study and the necessary documentation to proceed with this project.

3. Mayor Kerr announced that an article in the September 22, 1982 Curry Coastal Pilot indicated that weigh station attendant has indicated that southbound traffic would be required to utilize the weigh station. Mayor Kerr directed the City staff to send a letter to the State Highway Department opposing such activity since the speed has just been increased to 45 miles per hour inbound through that area; thus, creating an extremely hazardous condition with heavy trucks crossing the four lanes of traffic in two separate directions. The Council expressed unanimous support with Councilman Batty indicating that he had already discussed the potential problems with the weighmaster.
4. Mayor Kerr indicated that an article printed in the September 29, 1982 issue of the Curry Coastal Pilot meeting indicating that City officials were to assemble to discuss the Ocean View Mobile Estates sewer problem. He felt as though the press release was erroneous since the City officials, that being the Mayor and City Council, were never scheduled to participate in such a meeting. City Manager Lynn Stuart indicated how the meeting came about that he had attended such a meeting; however, the only purpose of his attendance was to reaffirm the Council's position that there was no intention on the part of the City of Brookings to assist in resolving the Oceanview Trailer Park owners problem.

Mayor Kerr reemphasized the statement that the purpose of the meeting was unclear and requested that research be put into any such future publications and that this article had placed the City Council into a very difficult situation.

B. Council Announcements

None.

C. Manager Announcements

1. Z-82-3 Hudson Zoning Request (Findings)

City Manager Lynn Stuart outlined the history of the subject zoning case and indicated the purpose of this agenda item was to adopt the official findings document thus closing Zoning Case Z-82-3. There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to adopt findings of fact and conclusions as presented in Zoning Case Z-82-3; motion carried unanimously.

2. Comprehensive Plan - LCDC Hearing Review

City Manager Lynn Stuart outlined for the City Council that the City staff had achieved acknowledgement of Goals 1 - 14 and 18 at LCDC on October 1, 1982. Resolution No. 318, which is a later agenda item, would pave the way for full acknowledgement of the Brookings Plan. There was no action required on this agenda item.

3. EDA and HUD Applications

City Engineer Steve Majors outlined for the City Council a proposal for an HUD grant, that being a looping water main beginning at U.S. 101 and Pacific Avenue at the existing 12" main and proceeding south along Pacific Avenue to Railroad Street. It then would continue along Railroad Street to Wharf Street; north on Wharf Street to Hemlock; east on Hemlock to Oak Street; south on Oak Street to Railroad; east on Railroad to Del Norte; south on Del Norte to approximately south Hazel Street. The loop would then again begin at the intersection of Del Norte Lane and Memory Lane and run along Memory Lane back to the connection with the previously discussed main at the intersection of Railroad Street and Wharf Street.

There was a brief discussion regarding the size of the water main and the City staff was directed to pursue a larger main through the area to insure adequate fire protection for both the residential, commercial and industrial areas. The City staff outlined the fact that we have followed the basic plan set forth in the Water Study completed by CH2M Hill and the Mayor reiterated that the study should be updated to insure adequate fire protection. Mr. Bob Earl, in the audience, reemphasized the Mayor's concern over maintaining sufficient water sizes on looping mains and expressed a concern that the main was following Hemlock Street rather than Railroad Street. The primary reason for following the Hemlock Street alignment was to replace a 2" main presently serving both residential and commercial facilities and thus providing better services for all. The City Council directed the City staff to place a public hearing on the

November Regular Council agenda at which time public review would be provided for. There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, directing the City staff to prepare a HUD grant as outlined and set a public hearing date for November 11, 1982; motion carried unanimously.

City Engineer Steve Majors then outlined a proposed E.D.A. grant which would construct a 12" water main along U.S. 101 from approximately Easy Street northerly to provide water services to commercial, residential and industrial development along the north boundaries of the City of Brookings. There was a MOTION by Councilman Nidiffer, seconded by Councilman Batty, directing the City staff to prepare a E.D.A. grant outline for water services and set public hearing on the project for November 11, 1982; motion carried unanimously.

4. Dawson Agreement

Mr. Stuart indicated that the Dawson Fire District Agreement was extremely close to finalization; however, an additional 60-days would be advantageous to acquire signatures. There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to extend the existing Rural Fire District Agreement through November 30, 1982; motion carried unanimously.

5. Coos Curry Electric Franchise

Mr. Stuart indicated that as with the Dawson Fire Agreement, the Coos Curry Electric Franchise Agreement was very close to completion; however, an additional 60-days would help in finalizing the agreement. There was a MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy, to extend the Coos Curry Electric Franchise an additional 60-Days through November 30, 1982; motion carried unanimously.

6. Audit Report

Mr. Stuart outlined the audit report for the City of Brookings for fiscal year 1981-82. He indicated that the current contract with the firm of Burns & Updegrave was near completion and with official acceptance of this document, we would have expended approximately \$16,000 for two years audit service, substantial savings over previous audit fees. Mr. Stuart then outlined for the Council's information the management letter received in conjunction with the audit report. Mr. Stuart outlined the following items:

Basis of accounting had been changed from cash to accrued basis.

Utility accounts receivable control has been improved to meet with audit recommendations.

Bookkeeping procedures are extremely adequate with good segregations of duties; however, it is an extremely complex system and the City should consider the feasibility of improving through computerization.

The City could improve its investment earnings by participating in the State Local Government Investment Pool. However, Mr. Stuart outlined

that in order to do this we would be removing funds from the local banks and he will be pursuing the feasibility of such a program with local banking agencies.

Bond interest posting has been improved.

The auditor recommends that utility rates be reviewed for sufficiency and the City staff would be meeting with the Finance Commission and reporting back to the City Council regarding this matter.

The auditor recommends that reserve funds be increased.

The auditor recommends that the City pursue a fixed asset record which would greatly improve our accountability. It should be recognized that very few Cities in the State of Oregon have such records and the City of Brookings will be pursuing one as soon as financially feasible.

Insurance coverage should be considered for increase with the 1 million dollar umbrella being increased to somewhere between 2 and 5 million dollars.

The budget process for the City of Brookings needs to be streamlined and during the next fiscal year such a streamlining will take place.

The Debt Service Fund has shown substantial shortage and the City Finance Committee will be reviewing a method of resolving that problem.

Mr. Stuart indicated that he would be meeting with the City Finance Commission and discussing solutions to the audit adjustments as outlined.

The Mayor and City Council expressed their appreciation for the audit report and would be looking forward to working with the City staff on making the audit adjustments as recommended. As well as preparing a resolution to bring back to the City Council as required by State statute.

#### 7. Water Revenue Study

Mr. Stuart and Administrative Assistant Georgia Shirilla outlined the water revenue study. It was outlined for the City Council that the water study conducted in June of 1982, based upon the populations shown in the City's Comprehensive Plan, indicate that the water treatment plant facility would have to be expanded in approximately 1990 whether or not Ordinance 322 remained in place or whether it was lifted. Ordinance 322 restricts connections to the water system outside the incorporated limits of the City. The result of the financial report indicates that based upon cash flow projections based upon population increases, the cash flow with or without Ordinance 322 would remain almost exactly the same through the year 1990. At that point, revenues would dramatically increase if in fact, Ordinance 322 were lifted today.

The City Council indicated that they would prefer to review the figures presented before making any final decision regarding the lifting of Ordinance 322. No action was taken.

#### 8. Meeting - November 9, 1982

It was indicated that the regularly scheduled meeting of November 9, 1982

was in direct conflict with the League of Oregon Cities meeting. There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to set the November meeting ahead to Thursday, November 11, 1982 at which time the public hearings previously discussed will be scheduled.

9. Holiday Request

City Manager Lynn Stuart outlined the fact that the City Council historically has changed the November 11th holiday to the day after Thanksgiving thus giving the City employees a four day weekend. There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to change the Veterans Day holiday from November 11th to November 26th, the day after Thanksgiving; motion carried unanimously.

10. Planning Commission Agenda Review

Mr. Stuart outlined for the City Council actions which had been taken on the September 21st meeting of the City Planning Commission. This was an informational item only and no action was required.

D. Attorney Announcements

None.

E. Engineer Announcements

City Engineer Steve Majors indicated that the City staff had placed a hold on all local improvement district activities until after the November election, at which time we would be able to address the impact of Ballot Measure 3 if in fact it were successful. The City Council agreed with placing such a hold on all local improvement district plans.

VIII. CALL FOR BIDS

None.

At this point Mayor Kerr announced that Ms. Sandy Deidrich of the Coos Curry Council of Governments had arrived and directed Ms. Deidrich to continue with her presentation. Ms. Sandy Deidrich of the Coos Curry Council of Governments indicated that the purpose of her attendance this evening was to present to the City Council the news that the B.P.A. Grant which had been pursued by the Coos Curry Council of Governments on behalf of the Coastal cities of Brookings and Bandon had been achieved. The purpose of this grant was to do a year long study to review the feasibility of conservation measures and renewable resources activities for these coastal communities. As the project progresses, the City Council will be briefed on specific details regarding the program.

IX. REPORT ON BIDS

1. High Level Pumps

City Engineer Steve Majors briefed the City Council on the bid tabulation as follows:

1. PACO Pumps (\$4,052 plus \$64) Total \$4,116
2. Hydronix Total \$4,986
3. Worthington Pumps Total \$6,734 or \$4,074
4. Queen Pump Company Total \$3,418

Mr. Majors outlined for the City Council that the Queen Pump Company was not a qualified bidder since the pump had insufficient capacity for height of pumping capacity.

The Worthington Pump Company was not a qualified bidder since the lowest bid of \$4,074 was F.O.B. New Jersey and the shipping costs would be significant.

The City staff recommended that the City Council accept the PACO Pump bid of \$4,116, which includes a \$64 charge for a pump shield required by OSHA.

Mr. Stuart indicated to the City Council that the funds for the proposed pump purchase would be coming from Federal Revenue Sharing in the amount \$10,000 with the PACO Pump purchase it would leave a balance of \$5,884. There was a MOTION by Councilman Lovejoy, seconded by Councilman Batty, to approve the purchase of the PACO pump in the amount of \$4,116; motion carried unanimously.

Mr. Stuart indicated to the City Council that the next step in the process was to purchase controls, which was a single source purchase and would require contract review board action. This would be coming in the not too distant future. The City staff plans to do the actual pump installation with force account.

## 2. Pool Resurfacing

City Engineer Steve Major outlined for the City Council the swimming pool plastering refinishing for the City of Brookings swimming pool. The bids were as follows:

1. Horton Bros., Brookings, Oregon \$8,600
2. Smooth Plastering, Medford, Oregon \$19,100
3. Master Pools by Emerald, Eugene, Oregon \$21,890

Mr. Majors pointed out that Mr. Horton had indicated and the City staff concurred that the subcontractor planning to do the project on behalf of Mr. Horton was not a qualified contractor and therefore, recommend that the low bid be disqualified and that the bid be awarded to Smooth Plastering, Medford, Oregon.

Mr. Stuart outlined that the funds for performing this work would be \$15,000 from Federal Revenue Sharing and \$4,100 from Account 01-10-726.

The City Council concurred with the disqualification of the low bid and there was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to award the pool resurfacing bid to Smooth Plastering of Medford, Oregon, in the amount of \$19,100; motion carried unanimously.

### 3. Tennis Court Resurfacing

City Engineer Steve Major indicated to the City Council that no bids were received on the resurfacing of the tennis courts. Following a brief discussion, it was agreed upon that the City staff proceed with the patching of the existing tennis court and with the construction of a new tennis court with the federal funds available. Then in the next construction year, we would pursue again the resurfacing of both tennis courts.

No action required.

## X. ORDINANCES

### 1. Ordinance No. 365

Administrative Assistant Georgia Shirilla read Ordinance 365 into the record. There was a MOTION by Councilman Batty, seconded by Councilman Lovejoy, to adopt Ordinance 365 as read; motion carried unanimously.

Mayor Kerr announced that the unanimous vote allowed the second reading of the ordinance by title only. Administrative Assistant Georgia Shirilla read Ordinance No. 365 by title only. There was a MOTION by Councilman Lovejoy, seconded by Councilman Batty, to approve Ordinance No. 365 as read; motion carried unanimously. It was announced that there was no emergency clause on the ordinance and the ordinance would not take effect until 30-days hence.

## XI. RESOLUTIONS

### 1. Resolution No. 317

Administrative Assistant Georgia Shirilla read Resolution No. 317 into the record. There was a MOTION by Councilman Nidiffer, seconded by Councilman Geraghty, to adopt Resolution No. 317; motion carried unanimously.

### 2. Resolution No. 318 - Comprehensive Plan and Inventory

Administrative Assistant Georgia Shirilla read Resolution No. 318 into the record.

City Manager Lynn Stuart then briefed the City Council and the audience on the purpose of Resolution No. 318 which was to create a geographical acknowledgement of the City of Brookings Comprehensive Plan including Goals 16 and 17. The geographical exclusion would be the area as outlined on Attachment B of Resolution No. 318 which shows the geographical exception boundary which is coincidental with approximately the 100 year flood boundary and the Estuarine Boundary to the northerly limit of the City of Brookings urban growth boundary.

Mr. Stuart read for the record the reopening statement as it presently exists as well as the proposed reopening statement as outlined on Attachment A. The City staff indicated that the specific purpose of the resolution was to provide a method where by the City could achieve full acknowledgement of the Comprehensive Plan. The next step in the process is to present these boundaries to the Curry County Board of Commissioners with the hope that they would adopt



by ordinance, the boundaries as outlined. Then, the entire package would be forwarded to LCDC for their review at the earliest possible convenience.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Batty, to adopt Resolution No. 318 and direct the staff to move ahead with the necessary process to achieve full acknowledgement; motion carried unanimously.

**XII. UNSCHEDULED PUBLIC APPEARANCES**

Mayor Kerr asked for any public input from the audience, hearing none, he indicated the City Manager had two issues he wished to raise.

1. Curry County is reactivating the solid waste committee and we're looking for a member of the City Council to participate in the program. Councilman Lovejoy volunteered to participate. Councilman Lovejoy's offer was accepted by the balance of the City Council.
2. Mr. Stuart indicated that the Police Chief was requesting the authority of City Council to call for bids on a police vehicle equivalent to the equipment purchase last year. Mayor Kerr concurred with the proposed purchase. There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, to authorize the City Manager to call for bids on a new police vehicle; motion carried unanimously.

**XIII. PAYMENT OF VOUCHERS**

There was a MOTION by Councilman Lovejoy, seconded by Councilman Nidiffer, to pay the October vouchers in the amount of \$25,680.03; motion carried unanimously.

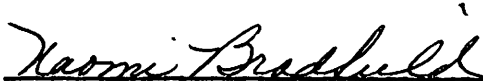
**XIV. ADJOURNMENT**

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to adjourn the meeting at 8:50 p.m.; motion carried unanimously.

EXECUTIVE SESSION ORS 192.660 (1) ( )

  
\_\_\_\_\_  
Mayor Bob Kerr

ATTEST:

  
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Naomi Bradfield, City Recorder

## VOUCHERS PAYABLE

October 12, 1982

## VOUCHERED IN SEPTEMBER - PAYABLE IN OCTOBER

<u>VOUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
366,932	5195	A & W Drive-In	\$ 58.50
375,900	5196	Akin Motor Company	393.95
338	5008	Alpha Plastics	51.31
369	5197	The American Forestry Association	15.00
337,865	5198	American Scientific Products	26.46
360	5199	Atlantic	18.00
316	5200	Bob Babb	9.84
349	5201	Beeco, Inc.	190.00
309	5202	Beetz Rentals	106.00
347	5203	Blue Star Gas	605.60
324	5204	Brite Spot Janitorial	175.00
380	5205	Brodart, Inc.	206.70
382	5206	Brookings Sanitary Service	55.00
323	5207	Brookings Harbor High School	15.00
352	5208	Brookings Supply, Inc.	8.76
313	5209	Brookings Volunteer Firefighter's Association	615.00
331	5210	Bureau of Governmental Research and Service - University of Oregon	12.50
350	5211	Burns and Updegrave	3,229.50
390	5212	Larry Cass	18.05
389,902	5213	Chambers Plumbing & Heating, Inc.	1,308.04
341,910	5214	Chetco Drugs, Inc.	39.94
392	5215	John Clarke	7.34
395	5216	Coast Auto Center	34.35
362,888	5217	Coast to Coast	69.59
304	5220	Jerry Conant Janitorial	475.00
320	5219	Mike Cooper	7.95
358	5221	Cord Industrial Equipment	39.00
306	5222	Coutrakon, Hoselton and Babin	1,193.90
357	5223	Curry Coastal Pilot	10.00
352	5224	Curry County Clerk	684.66
394	5225	D & H Auto Repair & Service Center	82.13
393,936	5226	Dave's Rent-All	498.00
371,935	5227	Dick's Chetco Saw Shop	8.75
359	5228	Doc's Upholstery	20.00
317	5287	Samuel Dotson	9.84
363	5229	Ebsco Subscription Services	301.42
368	5230	Executive Dept. - Executive Building	300.00
321,939	5231	Curt Fox	32.31
342	5232	Frank's Office Equipment	55.00
332		Robert Furrow	11.01
383	5233	Gaylord Bros., Inc.	47.21
343	5234	Grants Pass Water Laboratory	48.00
351	5236	Greyhound Bus Lines	8.70

<u>OUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
930	5237	H.G.E., Inc.	3,663.00
829	5238	Hanscam's Center	14.16
953	5239	Harbor Equipment	8.80
874	5240	Harbor Logging Supply, Inc.	37.00
839,911	5241	Hinds Supply Company	241.49
830	5242	Hubbard's Garden Shop	154.18
844	5243	"Ideals" Magazine	15.95
886	5244	Industrial Electric Service Co.	87.96
933	5245	Instrument Sales and Service, Inc.	90.51
854	5246	International City Management Assoc.	16.50
946	5247	John's Starter & Altenator Service	226.75
855,912,937	5248	Kerr Ace Hardware	118.60
843	5249	L.N. Curtis and Sons	352.70
835,856,873, 940	5250	Littrell Parts	296.18
849,938	5251	M & K Cafe	22.75
887	5252	Mory's Arts	99.53
925	5253	Motorola, Inc.	775.00
861	5254	Newsweek	65.00
878	5255	Oregon Brass Works	132.00
901,927	5256	Oregonian	61.50
846	5257	The Oregonian	117.60
918	5258	Kent Owens	12.22
836,864,867, 891,950	5259	Pacific Water Works Supply Co., Inc.	2,199.64
944	5260	PACO Pumps	69.61
833	5261	Paramount Pest Control	17.00
903	5286	Popular Electronics	15.97
929	5262	Physicians Medical Laboratories	9.15
908	5263	Quality Roof Truss	35.00
840,907	5264	Ray's Auto Supply	93.85
870,881	5265	Ray's Sentry Market	78.49
877	5266	Recreation Specialties, Inc.	15.95
845,899	5267	The Reprint Company, Publishers	27.75
919	5268	Wayne Sheffel	12.00
905	5269	Cecil Smith, Sr.	23.07
879	5270	Keith Smith	350.00
898	5271	Southcoast Medical Center	35.00
847,926	5272	Square Deal Builders' Supply, Inc.	132.20
831,934	5274	Stamper's J & J Tire	30.68
896	5275	Stan's Signs	50.00
914,941	5276	Steiner Corporation	258.31
848	5277	3M FGL 1319	74.00
851	5278	Time-Life Books	11.98
922	5279	Transamerica Title Services	490.00

<u>OUCHER NO.</u>	<u>CHECK NO.</u>	<u>VENDOR</u>	<u>AMOUNT</u>
885	5280	US Leasing Corporation	200.00
942	5281	US National Bank of Oregon	585.35
876,928	5282	US Postmaster	120.00
884	5283	Donna Van Nest	135.60
954	5285	Van Waters and Rogers	535.16
834,872,948	5284	Wilson Distributiong Service, Inc.	2,362.58
TOTAL			<u>\$25,680.03</u>