

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
November 11, 1982
7:00 p.m.

I. CALL TO ORDER

Mayor Kerr called the meeting to order at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Present: Mayor Bob Kerr; Councilman John Geraghty; Councilman Walt Lovejoy.

Council Absent: Councilman Ray Nidiffer; Vice Mayor Gil Batty.

Staff Present: City Manager Lynn Stuart; City Attorney John Coutrakon; City Engineer Steve Major; Administrative Assistant Georgia Shirilla; Public Works Supervisor Cecil Smith; Assistant Supervisor Dennis Barlow; Parks Coordinator Jeanne Russ; Police Chief Bob Babb.

IV. CEREMONIES/APPOINTMENTS

None.

V. MINUTES FOR APPROVAL/ACCEPTANCE

A. Approval of Council Minutes

1. There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to approve the October 12, 1982 Regular Council Meeting minutes; motion carried unanimously.

B. Acceptance of Commission/Board Minutes

There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to accept the September 21, 1982 Regular Planning Commission minutes and September 27, 1982 Library Board minutes; motion carried unanimously.

VI. SCHEDULED PUBLIC APPEARANCES

1. HUD Grant - Public Hearing

Mayor Kerr announced that a public hearing was being conducted to discuss the feasibility of applying for a HUD grant for the purposes of constructing a water main and taking comments from the community regarding the project. Mr. Steve Major presented the program outlining the proposed construction which consists of one 12-inch and one 8-inch water main. The 12-inch water main would be connected at the intersection of Pacific Avenue and Chetco Avenue and traverse southerly on Pacific Avenue to Railroad, along Railroad

Avenue to Fern, back along Fern Avenue northerly to reconnect with the 12-inch main situated at the intersection of Pacific Avenue and Fern Avenue.

The 8-inch main would be constructed at the intersection of Railroad Avenue and Memory Lane. It would traverse Memory Lane to the intersection with Del Norte Lane, then along Del Norte Lane to the intersection with Railroad Avenue, and back along Railroad Avenue to the intersection with Hemlock Street, at which point it would be connected with an existing 8-inch main. Mr. Majors pointed out that the proposed project would cost approximately \$485,000 and would serve residential and economic development criteria. The water mains would improve fire flows significantly through the area and would provide for a broader economic development base.

Mayor Kerr asked for comments from the audience, there being none there was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to direct the City staff to pursue the community development HUD grant totalling approximately \$485,000; motion carried unanimously.

VII. COMMUNICATIONS/ANNOUNCEMENTS

A. Mayor Announcements

1. Weigh Station Response

Mayor Kerr indicated that the City has received a positive response from the Department of Transportation Highway Division regarding the utilization of the Highway 101 truck scales for southbound traffic. The positive response indicates that the weigh station will not be used for southbound truck traffic; thus alleviating the concerns the City Council had regarding the truck traffic crossing Highway 101 at that point.

2. Hospice Proclamation

Mayor Kerr read the Hospice Proclamation into the record; thus, acknowledging the week of November the 7th as National Hospice Week.

3. Executive Session Announcements

Mayor Kerr indicated that an executive session would be held at the end of the regular council meeting for the purposes of discussing the replacement for Chief Babb in the Police Department.

B. Council Announcements

1. Contract Review Board

At 7:20 p.m. there was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to recess the regular Council meeting and convene a Contract Review Board for the purposes of reviewing electronic switching equipment purchases for the high level pumping system; motion carried unanimously.

Mayor Kerr called the Contract Review Board to order and Mr. Stuart

outlined that in accordance with Ordinance No. 326 of the City of Brookings, the Contract Review Board was being asked to review the purchase of electronic telemetry equipment for the high level water system. Mr. Stuart indicated that in accordance with Contract Review Board procedures, the purchase amount was within the \$500 to \$10,000 limitations and is considered to be single source since the telemetry equipment must be matched to existing telemetry equipment in the facility.

The City Engineer then outlined for the City Council the equipment that was proposed for purchase and indicated that the purchase would total \$5,600. This would include the purchase of the equipment and the installation of the equipment.

Mr. Stuart then outlined the fact that the money to purchase the equipment was available from the Federal Revenue Sharing Fund - Water Projects Account which has been budgeted at \$10,000.

Following the review, there was a MOTION by Council Lovejoy, seconded by Councilman Geraghty, to approve the purchase of the high level water system telemetry package as outlined; motion carried unanimously.

There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to adjourn the Contract Review Board meeting; motion carried unanimously.

2. Parks and Recreation Ordinance

Councilman Geraghty indicated to the City Council that he had been reviewing the Parks and Recreation Ordinance for the City of Brookings and was proposing that the ordinance creating the Parks and Recreation Commission be repealed. He outlined his reasons as follows, "Primarily the Committee reached two majority consensus that we want to concentrate efforts to maintain our existing parks with some planned development but not a great deal of new development. We further agree that the best way to insure protecting the investment is to have a full time coordinator of Parks programs that the public can work directly with. We have this person now and the City Council and the City staff intends on keeping the position filled. In addition, we know of many people in the community who have specific interests in the parks and City staff will continue to ask for their guidance. Considering these things, we agree there is really no further need for a Parks Advisory Committee."

Mr. Geraghty then indicated he had directed the City Manager to prepare an ordinance repealing Ordinance No. 158 of the City of Brookings. At this time City Recorder Naomi Bradfield read Ordinance No. 366 into the record.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to adopt Ordinance No. 366 as presented; motion carried unanimously.

The City staff was directed then to place Ordinance No. 366 on the December 14, 1982 meeting agenda for final consideration.

C. Manager Announcements

1. Flood Plain Briefing

Mr. Stuart briefed the City Council regarding the upcoming public hearing to be conducted by the Federal Emergency Management Agency, Director of Operations Support Mr. Herb McElvaine. This public hearing will be conducted in approximately 60 to 90 days by Mr. McElvaine here at the City Council chambers with the specific purpose of reviewing the flood plain as outlined by that agency. The specific purpose of designating the flood plain area is to provide to residents within that area the possibility of acquiring flood insurance.

The only purpose of this agenda item was to brief the City Council on the upcoming public hearing and Mr. Stuart outlined on a map the area encompassed by the 100-year flood area. No action required on this item.

2. Pool Resurfacing Contract

Mr. Stuart outlined for the City Council the situation regarding the surfacing of the Brookings swimming pool. Bid calls were authorized by the City Council and bids were opened on schedule. Subsequent to the bid opening, the low bidder at \$8,400 requested to be removed from the bid list since his subcontractor was not qualified to do the work. The City Council authorized the removal of the low bid and awarded the bid to Smooth Plastering of Medford, Oregon, in the amount of \$19,100.

Subsequent to the award of the bid, the Smooth Plaster organization could not acquire a construction performance bond. The City staff is therefore recommending that the second low bidder be bypassed and that his bid bond in the amount of 10% of the bid be retained and that the bid be awarded to Emerald Pools in the amount of \$21,890. Following a discussion regarding the feasibility of this, Mr. Stuart outlined for the City Council the source of revenues to pursue the full amount. He indicated that \$15,000 existed in Federal Revenue Sharing of which \$466 had gone toward design and specifications. The balance of the contract amount would come from Fund 01-10-726 Non-Departmental Contingency, leaving a balance of \$2,644 in that fund.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to withhold bid bond from Smooth Plastering Inc.; motion carried unanimously.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to award the bid to Emerald Pools in the amount of \$21,890; motion carried unanimously.

3. Street Light Requests

Mr. Stuart outlined for the City Council requests for street lights in two areas of the community. One being situated at the intersection of Tanbark and Memory Lane and the other being an existing light at the ocean end of Ira Street off Arnold Lane. There was an expression of concern from the City Council regarding the City taking over existing street lights and directed the City staff to scrutinize very closely any such requests in the future.

Mayor Kerr tabled this request until the December meeting at which time the City Council would be back to full strength and the City staff could

receive direction from the full City Council.

4. Parking and Crosswalk Study

City Engineer Steve Major outlined for the City Council the areas to be painted with green paint and marked 'cars only'. Mr. Major indicated that the following areas would be painted with yellow paint to within 20-feet of the crosswalk and then green paint for the first parking stall beyond the crosswalk and marked 'cars only' for the purposes of safety. Those areas are as follows:

1. Wharf Street and Chetco Avenue - north side of the intersection
2. Fern Avenue and Chetco Avenue - north and south side of the intersection
3. Willow Street and Chetco Avenue - north and south side of the intersection

East Side

1. Fern Avenue and Chetco Avenue - south side of the intersection
2. Hillside Avenue and Chetco Avenue - north side of the intersection

Mayor Kerr indicated that one additional area needed to be added to the list and that is in the location of Alder Street. The staff was directed to proceed with the painting of the intersections as outlined.

5. CDBG Briefing

Mr. Stuart outlined for the City Council the Community Development Block Grant program. The City Council directed the City staff to proceed with any program that seemed appropriate.

6. Cathodic Protection Agreement

Mr. Stuart outlined for the City Council the purposes of cathodic protection at the 1.5 million gallon reservoir. We have an existing agreement in the amount of \$243 per year. That amount is being increased to \$262 per year and the City staff is recommending that the City Council again authorize the execution of this agreement.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to direct the City Manager to proceed with the execution of the Cathodic Protection Services Agreement with the Pennwalt Corporation; motion carried unanimously.

7. Planning Commission Agenda Review (Preview)

Administrative Assistant Georgia Shirilla outlined for the City Council the activities that had been before the Planning Commission at their last regular session and the agenda items that were on the next Planning Commission agenda.

D. Attorney Announcements

City Attorney John Coutrakon outlined for the City Council the present status of the LUBA appeal by Mr. Hewitt. No action was requested.

E. Engineer Announcements

None.

VIII. CALL FOR BIDS

1. Surplus Equipment

Mr. Stuart outlined for the City Council the following list of surplus equipment which is being placed on the sealed bid list:

- 1. 1954 White Diesel 5 YD Dump Truck (w/5th wheel) . . .E107872
- 2. 1962 Ford F600 5 YD Dump Truck.E134752
- 3. 1977 Pontiac 4-door SedanE124686
- 4. 1978 Dodge 4-door Sedan.E134778
- 5. 1975 Chevrolet 4-door SedanE124651
- 6. 1966 Ford 3/4 Ton Pickup.E121402
- 7. 1000-Gallon Fuel Tank
- 8. 1500+ Gallon Fuel Tank
- 9. Pickup Truck Tool Box
- 10. 55-Gallon Auxiliary Fuel Tank (Gas)
- 11. Weed Spray Pump
- 12. 3 Miscellaneous Water Pumps w/Motors
- 13. Asbestos Pipe Saw

Mr. Stuart indicated that bids would be received until 10:00 a.m. Wednesday, December 8, 1982, at which time the bids would be opened. The City staff would then assemble a recommendation to the City Council for the December 14, 1982 meeting.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to authorize the call for bids on surplus equipment as outlined; motion carried unanimously.

IX. REPORT ON BIDS

1. Police Vehicle

Mr. Stuart outlined the City Council had authorized call for bids on a new police vehicle at the October 12, 1982 meeting. Bids were opened on November 5, 1982 as scheduled, with the following results:

| | |
|---|------------|
| Coast Auto Center, Brookings, Oregon - 1983 Dodge Diplomat | \$9,373.25 |
| Akin Motors Inc., Brookings, Oregon - 1983 Ford Ltd Crown Victoria (S) | \$9,515.00 |

The apparent low bidder is Coast Auto Center and it is recommended by the City staff that the City Manager be authorized to purchase the low bid in the amount of \$9,373.25.

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the purchase of the 1983 Dodge Diplomat from Coast Auto Center; motion carried unanimously.

X. ORDINANCES

Ordinance No. 366 was considered under Council Announcements agenda item VII subsection B, subsection 2.

XI. RESOLUTIONS

1. Resolution No. 319 - Abstract of General Election Votes

City Recorder Naomi Bradfield read Resolution No. 319 into the record.

There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to adopt Resolution No. 319 as presented; motion carried unanimously.

At this point Mayor Kerr recessed the meeting to an Executive Session as previously indicated in accordance with ORS 192.660 (1) (a), at 8:20 p.m.

Mayor Kerr reconvened the meeting at 8:27 p.m. and indicated to the audience that the City Council had been discussing the replacement for Chief Robert Babb upon his appointment to the Sheriff's position. It was a unanimous consensus of the City Council to name Assistant Police Chief Sam Dotson as the Police Chief upon Chief Babb's resignation. Mayor Kerr indicated that the decision was based upon the depth of staff existing in the Police Department and felt the appointment would continue the Police services as usual. There was a unanimous agreement by the City Council to name Assistant Chief Sam Dotson as Police Chief.

XII. UNSCHEDULED PUBLIC APPEARANCES

None.

XIII. PAYMENT OF VOUCHERS

There was a MOTION by Councilman Lovejoy, seconded by Councilman Geraghty, to approve the payment of vouchers in the amount of \$23,058.74; motion carried unanimously.

XIV. ADJOURNMENT

There was a MOTION by Councilman Geraghty, seconded by Councilman Lovejoy, to adjourn the meeting at 8:30 p.m.; motion carried unanimously.

EXECUTIVE SESSION ORS 192.660 (1) (a)



Mayor Bob Kerr

ATTEST:



Naomi Bradfield City Recorder

VOUCHERS PAYABLE

November 11, 1982

| <u>VOUCHER NO.</u> | <u>CHECK NO.</u> | <u>VENDOR</u> | <u>AMOUNT</u> |
|---|------------------|--|---------------|
| 1058 | 5348 | Akin Motor Co., Inc. | \$ 72.15 |
| 1029 | 5349 | Robert E. Babb | 9.84 |
| 996,1003,1072 | 5425 | The Baker & Taylor Company | 42.58 |
| 963,1041 | 5351 | Beeco, Inc. | 385.45 |
| 1073 | 5352 | Blue Star Gas | 130.73 |
| 1052 | 5353 | Brite Spot Janitorial | 175.00 |
| 992,994,1019 | 5354 | Brodart, Inc. | 201.00 |
| 1047 | 5355 | Brookings Glass | 38.70 |
| 981,993 | 5356 | Brookings Office Supply | 25.57 |
| 1046 | 5357 | Brookings Sanitray Service | 55.00 |
| 1065,1070 | 5358 | Brookings Supply, Inc. | 34.24 |
| 1062 | 5359 | Brookings Volunteer Firefighters' Association | 785.00 |
| 1050 | 5360 | Bureau of Governmental Research and Service | 9.00 |
| 1001 | 5361 | Burns & Updegrove | 540.00 |
| 980 | 5362 | Larry Cass | 18.05 |
| 979 | 5363 | John Clarke | 7.34 |
| 1063 | 5364 | Jerry Conant Janitorial | 475.00 |
| 972 | 5365 | Coast Auto Center | 103.39 |
| 1033 | 5366 | Mike Cooper | 7.95 |
| 1051 | 5367 | Coutrakon, Hoselton & Babin | 1,654.50 |
| 961,1071 | 5368 | Curry Coastal Pilot | 120.28 |
| 1030 | 5369 | Sam Dotson | 9.84 |
| 1049 | 4370 | Doyle Electric | 201.83 |
| 987 | 5371 | Executive Department | 300.00 |
| 1035 | 5372 | Curt Fox | 18.31 |
| 977 | | Frank's Office Equipment | 18.00 |
| 976,1061 | 5235,5373 | Grants Pass Water Laboratory | 116.50 |
| 1006 | 5374 | City of Grants Pass | 5.75 |
| 955 | 5375 | Greyhound Bus Lines | 10.80 |
| 968 | 5376 | Hanscam's Center | 1.52 |
| 983,1056,1069 | 5377 | Harbor Equipment | 288.00 |
| 957 | 5378 | Harbor Logging Supply, Inc. | 9.27 |
| 982 | 5379 | Harbor Paint Center | 10.00 |
| 975,1028,1037 | 5380 | Hinds Supply Company | 915.92 |
| 1021 | 5381 | House Beautiful | 13.97 |
| 960 | 5382 | John's Starter & Altenator Service | 76.00 |
| 1009 | 5383 | Bob Kerr | 45.60 |
| 959,967,1013, 1015,1018,1026, 1038,1048 | 5384 | Kerr Ace Hardware | 484.70 |
| 958,964,970, 998,1000,1042, 1054 | 5385 | Littrell Parts of Brookings | 534.56 |
| 1060 | 5386 | M & K Cafe | 11.10 |
| 1011,1044 | 5387 | Mory's Arts | 135.76 |
| 1053 | 5388 | Multnomah County Oregon | 30.95 |

| <u>VOUCHER NO.</u> | <u>CHECK NO.</u> | <u>VENDOR</u> | <u>AMOUNT</u> |
|----------------------------|------------------|--|---------------|
| 1022 | 5389 | Natural History | \$ 15.00 |
| 1055 | 5390 | Ray Nidiffer | 100.00 |
| 1057 | 5391 | Northwest Computer Ribbon | 24.50 |
| 973 | 5392 | O'Neale Supply, Inc. | 56.50 |
| 1031 | 5393 | Kent Owens | 12.22 |
| 1023 | 5394 | The Oregonian | 7.50 |
| 966,991,1012, 1020,1045 | 5395 | Pacific Water Works Supply Co., Inc. | 2,393.49 |
| 988 | 5396 | Paramount Pest Control | 17.00 |
| 965 | 5397 | Portland State University | 5.00 |
| 985,1043 | 5398 | Quality Roof Truss | 115.00 |
| 978 | 5399 | RCA Music Service | 12.47 |
| 969 | 5400 | Ray's Sentry Markets | 60.42 |
| 999 | 5301 | Ronald Rennich, M.D.,P.C. | 148.50 |
| 1034 | 5402 | Jerry Riste | 13.97 |
| 956 | 5403 | Ritz's Repair, Inc. | 264.40 |
| 1039 | 5404 | Rodda Paint | 211.56 |
| 1008 | 5405 | Jesse Saxbury | 104.00 |
| 1032 | 5406 | Wayne Sheffel | 12.00 |
| 1066 | 5407 | Georgia Shirilla | 108.00 |
| 984 | 5408 | Cecil Smith | 23.07 |
| 1036 | 5409 | Keith Smith | 350.00 |
| 1005 | 5410 | Robert E. Sonnenburg, M.D. | 45.00 |
| 986 | 5411 | Southcoast Medical Center | 35.00 |
| 971,997,1016, 1027,1002 | 5412 | Square Deal Builder's Supply | 595.25 |
| 1007 | 5413 | State Forester - State of Oregon | 15.00 |
| 1040 | 5414 | Steiner Corporation | 302.06 |
| 1004 | 5415 | 3M FGL 1319 | 74.00 |
| 962,974,1014 | 5422 | Tidewater Contractors | 1,337.81 |
| 1025 | 5417 | US Leasing Corporation | 200.00 |
| 1059 | 5418 | US National Bank of Oregon | 203.90 |
| 1068 | 5419 | VAREC Division - Emerson Electric | 670.12 |
| 1024 | 5420 | The H.W. Wilson Company | 108.00 |
| 990,1010,1017, 1067 | 5421 | Wilson Distributing Company | 2,419.62 |
| 332 | 5322 | Addition to Robert O. Furrow Vouchered in October | 11.01 |
| 1077 | 5423 | Swenson Electric | 385.56 |
| 1078 | 5424 | H.G.E., Inc. | 4,472.66 |
| TOTAL | | | \$ 23,058.74 |