

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
August 27, 1980
(August 26, 1980 meeting, reconvened)

The August 26, 1980 meeting was reconvened at 9:32 a.m. by Mayor Hitchcock.

VI. LEGISLATIVE ACTION

4. A. An Ordinance Creating the Office of City Financial Director and Establishing the Powers and Duties Pertaining Thereto.
B. An Ordinance Creating the Office of City Administrator and Establishing the Powers and Duties Pertaining Thereto.

Council members discussed the proposed ordinances, making the following changes and/or additions to the drafts submitted by the City Attorney:

A. Finance Director

1. Change all references to Financial Director to read Finance Director.
2. Section 4 - The corporate surety bond will be \$100,000.
3. Section 7 - Delete "Ordinance No. _____ (combining positions of recorder and manager" and "Resolution No. _____ (appointing financial director)".

B. City Administrator

1. Section 3.e). change to read as follows: "He shall act as purchasing agent for all departments of the City and all such purchases shall be made by requisition signed by him, such requisitions to be forwarded to the Finance Director for payment. All purchases over the amount of \$500.00 shall first be approved by Council."
2. Section 4. - The corporate surety bond will be \$50,000.
3. Section 9. - Delete "Ordinance No. _____ (combining positions of recorder and manager)" and "Resolution No. _____ (appointing financial director)".

The City Attorney will draft the two ordinances in final form, to be submitted for the September 9, 1980 meeting for the initial reading.

Resolution No. 105, Personnel Policy, was discussed. It was the consensus of the Council that revising the personnel policy should be one of the first duties of the new City Administrator.

VI.5. Council decision on an ordinance calling for a tax-base election.

Finance Director, Steve Herman, presented his suggested tax base figure, derived as follows:

Present Base (1951)	\$125,533	} \$287,327 (to be voted on 9/16/80)
Current Outside	161,794	
Fed. Revenue Sharing	55,000	
State Revenue Sharing	16,360	
Beginning Cash Balance	90,200	
	<u>\$448,887</u>	
Plus 10% (inflation)	44,889	
TOTAL	<u>\$493,776</u>	

MOTION by Councilman Cheney, seconded by Councilman Allsup, that the Council adopt the tax base of \$493,776. Motion carried.

The City Attorney suggested that the "Question" on the ballot for the tax base include the fact that the present tax base was adopted in 1951.

VI.7. Request by Michael Cremarosa for final payment on the Stormwater Separation Improvements project.

MOTION by Councilman Allsup, seconded by Councilman Cheney that the City pay the bill submitted by Mr. Cremarosa in the amount of \$18,633.41. Motion carried.

VI.8. Request by Blain Gribble for reimbursement for installing an oversize water main in Pioneer Village Subdivision.

MOTION by Councilman Cheney, seconded by Councilman Allsup, that the City pay the bill submitted by Mr. Gribble in the amount of \$260.00. Motion carried.

VI.9. Major and Minor Partitions

Building Official Marshall Ferg presented information to the Council about the difference in definition and requirements between major and minor land partitions. He discussed situations that were handled incorrectly by the City and suggested that the City develop standards and policies to insure compliance with ORS Chapter 92. Bill Gillaspay, a local surveyor, provided additional information.

MOTION by Councilman Allsup, seconded by Councilman Cheney, that the Council have Marshall Ferg draft some standards for major and minor land partitions, with the assistance of the City Attorney, Bill Gillaspay and the Planning Commission, & report back to the Council within a month's time. Motion carried.

VI.10. Council approval of Seaview Subdivision plat

Marshall Ferg reported on the Seaview Subdivision which was being presented to the Council for their approval. The Brookings Planning Commission approved the plat at its August 19, 1980 meeting with the recommendation that the August 13, 1980 letter from the City Engineer be followed. Discussion was heard about the street widths, drainage ditch and sidewalks. Richard Swigert answered questions.

MOTION by Councilman Brimm, seconded by Councilman Cheney, that the plat be approved with the stipulation that the City Engineer's recommendations be followed. Motion carried.

VII. OTHER ITEMS

1. Bud Cross Park

Mayor Hitchcock instigated discussion on Bud Cross Park and the grant from the Bureau of Outdoor Recreation. Marshall Ferg stated that he plans to get together with the Finance Director and the Parks Commission to work out a program on this and will present their recommendations at a later date.

2. Drains and Downspouts

Councilman Cheney directed Marshall Ferg to provide a progress report on what has been done about the stormdrains and downspouts around the City at the next meeting.

3. Richard Swigert suggested that the agendas of the Council meetings be rearranged somehow to shorten the amount of time participants needed to spend waiting for their business to be brought before the council. Mr. Swigert, a member of the Planning Commission, and Council members agreed this was difficult since most items of business involve participants or public input.

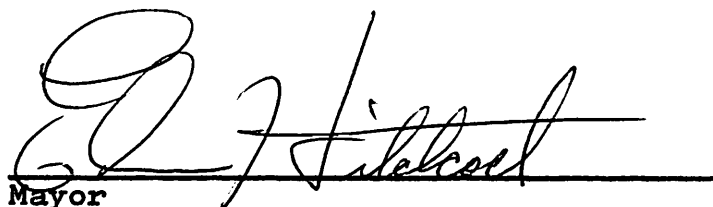
VIII. PAYMENT OF VOUCHERS

MOTION by Councilman Cheney, seconded by Councilman Allsup, that the City pay the vouchers, including one that was not on the bills list, a refund of an application fee for a variance paid by Mr. Hoskinson. Motion carried.

Motion by Councilman Cheney, seconded by Councilman Allsup, that the meeting be adjourned. Motion carried.

The meeting was adjourned at 10:50 ap.m.

This meeting is recorded on tape and is on file in the City Recorder's office.



Mayor

ATTEST:

City Recorder