

MINUTES  
BROOKINGS COMMON COUNCIL  
CITY OF BROOKINGS  
CONTINUED MEETING  
February 27, 1980

The meeting was reconvened at 10:07 a.m. by Mayor Elmer Hitchcock.

I. ROLL CALL

Members present were: Councilmen Darrel Allsup, Robert Earle and Ralph Cheney.  
Staff present were: City Manager/Recorder Frank Freeman and Praecilla Pruitt Secretary.

II. APPOINTMENTS

1. Mayor Hitchcock read a letter of resignation from Raymond Lockman citing personal and medical problems for resignation from the Council.

MOTION by Councilman Allsup, seconded by Councilman Cheney that we accept Councilman Lockman's resignation. Motion carried unanimously.

2. There were four names submitted for Councilman Lockman's position which were C. W. "Dutch" Honsberger, Jack Ashworth, William Durrell and Roy Brimm.

MOTION by Councilman Allsup, seconded by Councilman Cheney that we appoint Roy Brimm to replace Raymond Lockman as Councilman. Motion carried unanimously.

Roy Brimm was sworn in by Judge Rice and took a Council seat.

3. Mayor Hitchcock recommended that Robert Earle be appointed as pro-tem Mayor.

MOTION by Councilman Allsup, seconded by Councilman Brimm to appoint Robert Earle as Mayor pro-tem. Motion carried unanimously.

III. LEGISLATIVE ACTION

1. Ordinance amending City Planning Commission Ordinance No. 36.

Ordinance No. 327 was read in its entirety.

MOTION by Councilman Cheney, seconded by Councilman Allsup that the Ordinance be read by title only. Motion carried unanimously.

Ordinance No. 327 was read by title only.

MOTION by Councilman Cheney, seconded by Councilman Allsup to adopt Ordinance No. 327. Motion carried unanimously.

2. MOTION by Councilman Cheney, seconded by Councilman Brimm that Theodore Mattson be appointed as Planning Commissioner to replace Bill Bloom, and Ralph DeJarnett be appointed as Planning Commissioner to replace Robert Earle on the Planning Commission. Motion carried unanimously.

Councilman Cheney suggested that a copy of the Zoning Ordinance should be available at each Planning Commission meeting.

IV. PAYMENT OF VOUCHERS

MOTION by Councilman Cheney, seconded by Councilman Earle that the bills be paid. Motion carried unanimously.

V. OTHER BUSINESS

1. Councilman Cheney questioned a telephone bill of one of the departments since there were calls to different parts of the State and Washington. The City

Manager stated that he would send out a memorandum that all calls within the State should be made on the Watts line. Any calls out of the State would have to be approved by the City Manager prior to being made. The Council also acknowledged that the telephone bills had been greatly reduced in the last few months.

2. Councilman Cheney asked about the feasibility of the City putting in their own pumps for gas and diesel. Councilman Allsup questioned the City Manager about the fact that we had just recently signed a contract with the Shell Station. The City Manager stated that the City Attorney would have to review the contract. It was an annual contract but he was not certain whether it could be terminated or not. Councilman Allsup felt that there should be a great deal of input before any change was made. Councilman Earle stated that there could be a possibility of a shortage of fuel and we would need a self sustaining supply so that we could have adequate Police and Fire protection for the City.

Councilman Allsup had to leave the meeting at 11:00 a.m.

3. MOTION by Councilman Cheney, seconded by Councilman Earle that no City equipment, supplies or tools be loaned out, rented or given to anyone and that the City Manager be instructed to post such notice, and anyone found guilty of doing so will be subject to stringent disciplinary measures or immediate discharge. Exceptions to this Council policy would be in the case of an emergency as determined by the City Manager or with the expressed permission of the City Council. Motion carried unanimously.

The City Manager added that it would be Council policy as this was already administrative policy. The City Manager was instructed to send out a memorandum that no tools be loaned or rented out.

4. The City Manager asked for a Council policy in the matter of budget preparation along the lines of cost of living increases, step increases, additional personnel material and salary increases, to eliminate having to revise the budget a number of times. It was decided to study the salary situation and bring it back at the next Council meeting. If a Council policy was established, each Department Head could prepare the preliminary budget in keeping with the Council's fiscal policy.
5. Mayor Hitchcock questioned if it could be possible to have two Council meetings per month. It was suggested that the Council have one work session and one business meeting per month.
6. Engineer Cliff Shaw of the North Brookings Sewer District, stated that the underground work had been completed and a letter would be forthcoming that the property owners could hook on.

Councilman Allsup returned to the meeting at 11:12 a.m.

The contractor was requesting a progress payment of 99% of the total contract with the exception of the retainage. The total amount owing would be \$36,000 when done with the exception of the 5% retainage. He stated further that there would be a letter of final acceptance at the next regular Council meeting. After final acceptance by the City the retainage would be held for a period of

35 days, and if satisfactory the contractor would then receive his retainage. He recommended that the amount of \$2,500 for dirt removal be retained for a period of six months out of the retainage. It was clarified that 5% of the contract was being withheld which would amount to \$20,466.63.

MOTION by Councilman Earle, seconded by Councilman Cheney that we approve a progress payment of \$36,089.04. Motion carried unanimously.

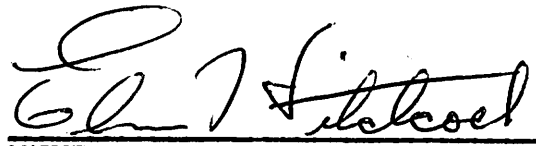
7. The Council brought up the fact that Roy Brimm could no longer serve on the Budget Committee and would need another Budget Committee member.

MOTION by Councilman Cheney, seconded by Councilman Brimm that Ken Macleod be appointed to the Budget Committee. Motion carried unanimously.

MOTION by Councilman Allsup, seconded by Councilman Earle that the meeting be adjourned. Motion carried unanimously.

The meeting was adjourned at 11:26 a.m.


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



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MAYOR

ATTEST:



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CITY RECORDER