

MINUTES
BROOKINGS COMMON COUNCIL
SPECIAL COUNCIL MEETING
July 30, 1980

Mayor Elmer Hitchcock called the meeting to order at 9:31 a.m.

ROLL CALL:

Those present were: Councilmen Roy Brimm, Ralph Cheney, Robert Earle and Mayor Hitchcock.

Staff present was Secretary Praecilla Pruitt. Also present was City Attorney John Coutrakon.

LEGISLATIVE:

The Mayor stated that this was a special meeting called for an executive session and the attorney had items he wished to discuss with the Council. Councilman Earle asked the Mayor if the request made at the July 22, 1980 meeting concerning Councilman Cheney had been fulfilled. The Mayor stated "no". Councilman Earle requested that Councilman Cheney strike the words from the record. Councilman Cheney replied he would not since it concerned a Councilman and his integrity. He had deliberately made the statement. He further stated that he was there at the time and knew what was stated. The Attorney stated that the Chair had called for an executive session and this should be the first order of business after the executive session. Mayor Hitchcock read the public notice of the special meeting which was for the purpose of discussing city administration. The meeting was recessed into executive session at 9:36 a.m. The Mayor, Council, City Attorney and press were present during the executive session.

The meeting was reconvened from executive session at 10:44 a.m. There was discussion about hiring a City Recorder. The Council discussed hiring George Hyatt from Pistol River who had been a former City Recorder and City Manager for 12 years, as a temporary City Recorder/City Administrator. Councilman Earle requested that Mr. Hyatt submit a resume.

The City Attorney stated that at the last meeting when he presented the organizational chart he was not rearranging or suggesting that the government of the City of Brookings be rearranged. The organizational chart showed how the City now stands except for the addition of a planner or planner/engineer to aid the Building Department and Public Works Department. The purpose of the chart was to show how it was when the motion was made to get all the past ordinances and resolutions and assign to the Finance Director/Recorder the duties that should be applied to that position, and also the City Administrator. He stated further that the ordinances and resolutions did not show a separation between the City Administrator and the Finance Director and Recorder position. The attorney stated that if a person was hired as temporary Administrator and Recorder he should be made aware that there will be two separate positions to fill. He stated that the Council should appoint someone as City Recorder for an interim period and appoint one of the Council or Mayor as City Administrator for a line of authority.

MOTION by Councilman Brimm, seconded by Councilman Earle to recess the meeting. Motion carried unanimously.

The meeting was recessed at 10:52 a.m. for the purpose of making a telephone call concerning Mr. George Hyatt. The meeting reconvened at 11:02 a.m.

There was further discussion about filling the temporary position and the Mayor stated that the advertisements had been mailed to fill the key positions.

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MOTION by Councilman Cheney, seconded by Councilman Earle that we appoint Praecilla Pruitt as temporary City Recorder until August 12, 1980 and that we appoint Mayor Hitchcock as temporary City Administrator until August 12, 1980. Motion carried unanimously.

Councilman Cheney informed the Council that he had talked with Lucile Peterson about completing the budget.

MOTION by Councilman Cheney, seconded by Councilman Earle that Councilman Cheney ask Lucile Peterson to prepare the budget and that she be paid \$30.00 an hour. Motion carried unanimously.

Councilman Cheney suggested since Fire Chief Keeling was leaving that the City go back to a volunteer Fire Department because of budget funds. The Attorney requested that the following motion be made before going into the regular business session.

MOTION by Councilman Brimm, seconded by Councilman Earle that George Gant be retained by the City as legal counsel for the Chetco Community Library. Motion carried unanimously.

Councilman Earle stated that under Ordinance 2, to keep an accurate accounting of the minutes, that he would make the following motion from a previously closed session:

MOTION by Councilman Earle, seconded by Councilman Brimm that Councilman Cheney strike out certain and all words subsequent to his motion made on July 9, 1980 referring to the resignation of Dick House.

Councilman Cheney stated that the only words stricken should be the words "liar", as the statement was untrue. Motion carried unanimously.

MOTION by Councilman Earle, seconded by Councilman Cheney to reconsider the approval of the minutes of the July 9, 1980 meeting. Motion carried unanimously.

The City Attorney left the Council Chambers at 11:15 a.m.

Mayor Hitchcock read a letter from the Insurance Services in Portland stating that the insurance rating had been dropped from 7 to 5 in certain districts. Councilman Brimm stated that Bob Kerr would be willing to help in the Fire Department on a voluntary basis, but Mayor Hitchcock stated that the volunteer firemen would quit. Councilman Earle stated that Fire Chief Keeling had a letter of recommendation to the Council to appoint Co-Chiefs on an interim basis.

There was discussion concerning the necessity of a Public Works Supervisor, a backup for the sewer and water operator, and that the water department was not paying off. The need to replace meters and trade the old ones in was also brought up. Also no money in the budget to replace the fire hydrants.

It was the consensus of the Council that a request should be made for an interim audit so that the Council would know how the City stands financially. Councilman Earle suggested using a fact sheet so that when the bills are paid the Council would know how the different departments stand financially. He also suggested hiring someone on the computer so that the computer could be used to obtain this information. Councilman Cheney suggested hiring a bookkeeper to run the computer and that Jim Wilson had offered to come and show the City how to run it.

Councilman Brimm stated that he desired the swimming pool to stay open during the

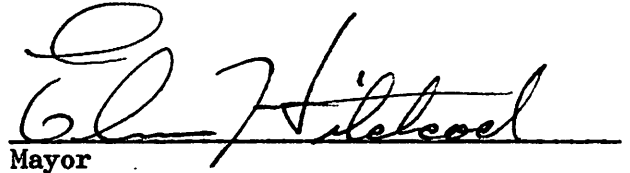
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month of August and would pay to keep it open. Councilman Earle felt that it should be kept open as long as possible even if it ran in a deficit.

MOTION by Councilman Earle, seconded by Councilman Cheney to adjourn the meeting.

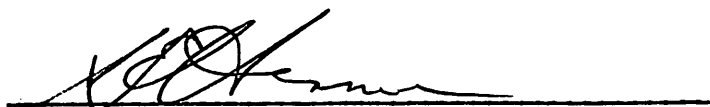
The meeting was adjourned at 11:35 a.m.

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



Mayor

ATTEST:



City Recorder