

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
MAY 15, 1979

I. PLEDGE OF ALLEGIANCE

Mayor Elmer Hitchcock called the meeting to order at 8:00 p.m.

II. ROLL CALL

Members present were Councilmen: C. Dwight Allen, Darrell Allsup and Ray Lockman.

Staff present were: City Manager Frank Freeman, Recorder Marge McKernan and City Attorney Hugh Downer.

III. APPROVAL OF MINUTES

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that the minutes of April 17, 1979 be approved as presented.

IV. COMMUNICATIONS

a. Christian Science Church advised by letter that the vacant lot across the street from the Chetco Community Library is owned by the Church and it is so posted. Since there has been a need for off street parking space for library patrons, by verbal agreement with the library personnel the church has permitted them to use this lot for parking. In recent months the Forestry service and others have been using this location for parking. The Church does not object to this vacant lot being used for parking until such time as the Church needs the lot for other purposes. It is understood that the Church reserves the right to exclusive use of the lot on Sundays and on Wednesday evenings. What they were concerned about was beings this lot has been used for public parking can it be made a public parking property. City Attorney advised that as long as this property has been posted it can not become a public parking place.

b. Petitions with approximately 120 signatures was presented to the Council which read as follows:

We, the undersigned, petition the City of Brookings and its Engineering staff to reconsider the traffic markings at the intersection of Center St. and Railroad Ave. The present three way markings for a full stop result in confusion, indecision, and in event of a traffic incident an almost impossible situation to determine full liability. We request a change preferably to four-way, or back to two-way stop.

Police will check out this request and advise.

V. PUBLIC PARTICIPATION

Gladys Tegarden advised the Council that she is on the Committee which is in the process of trying to get a Hospital in Brookings, and they were asking approval of the Council. This Hospital would have emergency services. To get the certificate of need

cost \$30,000.00. South Coast Lumber Company have offered property for this hospital. The preliminary plans have been prepared. She checked with the Post Office and they advised that within the Port District they deliver mail to 14,000 people, so if the City could help finance a census this would be a great help. It cost 50¢ per person and would take three weeks to complete. Council were in favor of having the Hospital in Brookings but at the present time they did not have money available to do the census. Mrs. Tegarden ask if there was a possibility of obtaining grants for this project. Mayor ask City Manager if he could check into trying to get a grant and he advised that it was very doubtful of any available grants.

Marge Barrett ask the City Manager if he was sure that the City would not receive more tax money if census was taken by the time the budget is in effect. City Manager advised that he had not addressed this question.

Terry Hanscam, Jim Wilson, Dee Shutleff and Cliff Cutter, Members of Brookings-Harbor Chamber of Commerce, ask the Council if they could increase their fee to the Chamber of Commerce to possibly \$2000.00. Curry County, City of Gold Beach and Port Orford each contribute \$2000.00 to the Chambers of Commerce. Councilman Allen ask what Harbor contributed to the Chamber and he was advised that they waived the cost of water and sewer connections and a very small fee for these services. Garbage is picked up free. If the Chamber of Commerce should fold there would be no more Azalea Festivals. Recorder suggested that the amount of \$1,000. be taken from the General Fund Contingencies Fund. Council seemed to be in agreement of this amount be given to the Chamber of Commerce. Councilman Lockman suggested that in next years budget the City License fee be increased \$10.00 and then we would be able to help the Chamber in an emergency and use the balance for beautification of the City.

VI. APPOINTMENTS

1. Consideration of appointment of new member to City Council. The following names were suggested: Clay Cox and Jack Lowrie.

MOTION was made by Councilman Allen, seconded by Councilman Allsup that Jack Lowrie be appointed as Councilman to fill the unexpired term of Bill Canet. Motion carried.

VII. PUBLIC HEARINGS

1. Planning Commission Recommendation to City Council to amend Section 4.310, Planned Development Zone, of Zoning Ordinance.

This planned development zone now states that it has to have five acres or more and the Planning Commission were recommending lowering it to 6,000 square feet.

Mayor Hitchcock then opened this public hearing to the public and ask if there was any comment from the Public. No comment was made so then the meeting was closed to the public.

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that the Planned Development Zone be left as is, no change is to be made.

VIII. LEGISLATIVE ACTION

1. Approval of budget transfer within water fund and general fund (Resolution No. 217)

Resolution No. 217 was read in full.

Councilman Allen ask the Attorney if this Resolution was legal and was advised that it is.

MOTION was then made by Councilman Lockman, seconded by Councilman Allsup and carried that this Resolution No. 217 be approved.

2. Approval of City Ordinance calling for special tax levy outside 6%. (Ordinance No. 311)

Ordinance No. 311 was read in full.

MOTION was made by Councilman Lockman that Ordinance No. 311 be read the second time by title only. Motion was seconded by Councilman Allen. Roll Call was as follows:

Mayor Hitchcock	Aye
Councilman Allen	Aye
Councilman Allsup	Aye
Councilman Lockman	Aye

Ordinance No. 311 was then read the second time by title only.

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried unanimously that Ordinance No. 311 be approved.

3. City Attorney's recommendation amending Ordinance No. 310 concerning Re-zoning of Ron Fallert property from RL to CT.

Ordinance No. 312 was read in full.

MOTION was made by Councilman Allsup that Ordinance No. 312 be read the second time by title only. Motion was seconded by Councilman Lockman. Roll Call was as follows:

Mayor Hitchcock	Aye
Councilman Allen	Aye
Councilman Allsup	Aye
Councilman Lockman	Aye

MOTION was made by Councilman Lockman, seconded by Councilman Allen and carried unanimously that Ordinance no. 312 be adopted.

4. Request from Municipal Judge Rice to appoint Judge Pro Tem.

Judge Rice suggested that the Council appoint former Judge Beinke as Judge Pro Tem, that she was going to be at school for a week and felt it would be for the benefit of the City to have a back up person.

MOTION was made by Councilman Lockman, seconded by Councilman Allsup and carried that Judge Beinke be appointed as Judge Pro Tem. Judge Beinke will then be available when needed.

5. Request from Mr. Paul Cantrell to have the City accept Alta Lane water and sewer lines.

Mr. Cantrell advised that the contractor would be responsible for one year on materials and operations and he would so present the City with a signed document so stating.

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that this request be granted.

IX. CITY MANAGER'S REPORT

1. Informational notice on regional Fire Training project.

This report prepared by Fire Chief Keeling was inclosed in the Council packet.

2. Progress report on Brookings "101" water main extension project.

The purpose is to extend water mains with a storage facility to supply industrial water, fire prevention flows and necessary domestic water to two lumbering operations for assurance of continued operation in this community. Estimage cost is \$1,002,952.00 of which EDA share would be 75% and local share would be 25%.

3. Report and presentation from H.G.E., City's Consulting Engineers on Council authorized sewerage system inflow/infiltration study.

Richard D. Nored, P. E. presented the Council a report which is as follows:

OPERATION AND MAINTENANCE

Organization- The plant staff should know where and how they fit into the system, what their responsibilities are. Job descriptions should be prepared which clearly spell out the responsibility of each man shown in the organization chart.

Staff- Additional staff will be necessary. We recommend two and one-half full time employees at the treatment plant and one full time employee to maintain the collection system. The increase of two additional personnel will provide the catch-up maintenance required to up-date the systems operation and to maintain necessary requirments based on Environmental Protection Agency and Department of Environmental Quality.

Plant Maintenance- The maintenance of equipment is severly hampered by a deficiency of spare parts, equipment, and an adequate number of personnel.

Considering existing conditions, we suggest that the recommendations of this report be commenced immediately which are as follows:

1. Correct all deficiencies listed in the current I & I report.
2. Assign additional personnel to the system.
3. Eliminate septic tank dumpings.
4. Establish recommended plant operatioal procedures with HGE'S Operation Consultant.
5. Inventory all parts, supplies and equipment and order as required.
6. Flush and clean trickling filter unit.
7. De-water both anaerobic digesters, replace and/or repair equipment required.
8. De-water both clarifiers, replace and/or repair equipment required.
9. Flush out clean six-inch secondary sludge line.
10. Baffle outfall line for use as a chlorine contact chamber.
11. Purchase grit hauling equipment.
12. Correct present by-pass system.
13. Install warning system that can be monitored in the Police station.
14. Establish a service contract for standby diesel generators.
15. Establish a maintenance program for both plant operations and lift stations.
16. Assign immediately one qualified personnel to maintain all lift stations.
17. Consider installation of in line pipe for secondary sludge and scum if sludge return line cannot be maintained in property working conditions.

During the instigation of recommended corrective action, it is enevitable that other plant needs may develope. When problems occur, it is suggested that each instance be evaluated separately for recommended corrective measures.

Mr. Nored also suggested after the above recommendations are done go into a sealing program, and then go back with smoke testing during the dry season. All faulty private service lines should be repaired. An Ordinance should be adopted stating that porperty owners must repair their private service lines. New construction for sewer connection inspection should be done, this is very important, for Dan Hall, Sewer Plant Operator, has found them to be unsatisfactory.

Chuck Hopkins, with DEQ, advised if the Council would adopt the I & I report prepared by H.G.E. and so the proposed corrections and present DEQ a Resolution within 30 days outlining a schedule they would feel comfortable with the City. City Manager was instructed to prepare this Resolution.

MOTION was then made by Councilman Allen, seconded by Councilman Lockman and carried that the I & I study prepared by H.G.E. be accepted.

X. PAYMENT OF VOUCHERS

MOTION was made by Councilman Allsup, seconded by Councilman Allen that vouchers in the amount of \$25,651.23 for the month of April 1979 be paid.

XI. OTHER MATTERS

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that signs be posted on City property that City Personnel are allowed only in working areas.

MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that City Manager contact Accounting Firms to entertain proposals for auditing for the City of Brookings.

City Attorney requested authorization to renegotiate contract with Dawson Fire Tract District. Authorization approved by Council.

City Manager ask authorization to amend the loan from Curry County to \$93,000.00 in the Public Works Department in order to finish the Hi-Level water project.

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that this authorization be granted.

XII. ADJOURNMENT

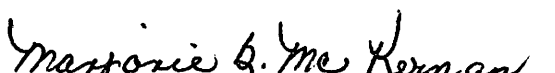
MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that the meeting be adjourned. The meeting then adjourned at 11:00 o'clock p.m.

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



Mayor

ATTEST:



Recorder- Treasurer