

MINUTES
BROOKINGS COMMON COUNCIL
CITY OF BROOKINGS
June 19, 1979

I. PLEDGE OF ALLEGIANCE

Meeting was called to order at 8:00 p.m. by Mayor Elmer Hitchcock.

II. ROLL CALL

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

Staff present were: City Manager Frank Freeman and Recorder-Treasurer Marge McKernan.

Also present was City Attorney John Spicer.

III. APPROVAL OF MINUTES

MOTION was made by Councilman Lockman, seconded by Councilman Allen and carried that the minutes of May 2, 8, 15, 23, 29 and June 7, 1979 be approved as presented.

IV. COMMUNICATIONS

Naomi Chitwood inquired from the Council regarding access to beaches, stating that you used to be able to get to the beach on Mill Beach, but she has been told that she is on private property. Seacliffe Terrace now has a sign up saying "no trespassing". Mary Jane Brimm, Planning Commission member, stated that when the Seacliffe Terrace Sub-Division was approved it was approved with the stipulation that there would be foot traffic available for public access to the beach on the North Jetty. The City Manager was instructed to contact Mrs. Byrne in regards to public access at the Seacliffe Terrace Sub-division

MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that the City Manager contact an Attorney to find out about access to the beach at Mill Beach.

V. APPOINTMENTS

Appointment of two members to the Chetco Community Public Library Board of Trustees. The recommendations were Elizabeth Reubush and Jack Ross.

Councilmen Allen and Lockman questioned the reappointment of Jack Ross due to attendance at meetings.

MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that these appointments be tabled until the next regular council meeting in July, 1979.

VI. PUBLIC PARTICIPATION

Mayor Hitchcock advised that at the Council meeting of June 7, 1979, the question was asked by one of the Councilmen, "Why he had not been notified of the Fire Burn scheduled for the coming weekend". This

information was in the Council packets of May, 1979 for the Council outlining the Burn of the Pacific School Building for their information, and that the City Manager had been advised on April 30, 1979.

Mayor Hitchcock also advised that there is still money left in the Sewer Dept. and Street Fund that could be spent on materials and supplies. The City Manager advised that this money is being programmed to be spent in this fiscal year.

L. Pearl Rice, Municipal Judge, advised the Council that on misdemeanor trial cases in her court there must be supplied Counsel at the expense of the City. She recommended that in the 1979-80 budget provisions should be made to budget money for legal counsel.

VII. LEGISLATIVE ACTION:

1. Resolution authorizing budget transfer of funds within the General Fund.

Resolution No. 219 was read in full.

MOTION was made by Councilman Allsup, seconded by Councilman Lockman and carried unanimously that Resolution No. 219 be adopted.

VIII. CITY ATTORNEY REPORTS:

1. Recommendation concerning up-dating of Traffic Ordinances.

ORDINANCE NO. 314 was read in full.

MOTION was made by Councilman Allen and seconded by Councilman Allsup and carried that Ordinance No. 314 be adopted.

2. Resolution establishing stop sign at Center and Railroad Ave.

Resolution No. 220 was read in full.

MOTION was made by Councilman Allsup, seconded by Councilman Lockman and carried that Resolution No. 220 be adopted.

3. Recommendation concerning use of alcohol on City property.

ORDINANCE NO. 315 was read in full.

MOTION was made by Councilman Lockman and seconded by Councilman Allen that Ordinance No. 315 be read the second time by title only.

Dick Keusink, Publisher of Curry Coastal Pilot, asked why so many Ordinances have to have an emergency clause in them, that they should be reviewed by the public before they are approved.

Roll call was as follows:

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

Ordinance No. 315 was then read the second time by title only.

MOTION was made by Councilman Allen, seconded by Councilman and carried that Ordinance No. 315 be adopted.

4. City Attorney report on Francis A. Arrell et al vs. City of Brookings et al and South Coast Lumber Company.

City Attorney advised that this case will be settled out of Court if the Council agree to the proposed Stipulation in the above case.

MOTION was made by Councilman Allen, seconded by Councilman Allsup that the City accept the Stipulation subject to the approval of petitioners and intervenor. Motion carried unanimously.

IX. CITY MANAGER REPORTS:

1. Audit proposal from the firms of Yergen and Meyer; and Tad K. L. Engman, Municipal Certified C.P.A.'s.

Mr. Roy L. Fiez, with Yergen & Meyer, presented their proposal and gave a breakdown on the charges. Mr. Fiez then stated that Frank Freeman, City Manager, had advised him there has been a problem in the bookkeeping in past years. Mayor Hitchcock then asked, "what problems are there in the bookkeeping?". City Manager then replied, "I didn't say there were any problems in the bookkeeping, I don't know if Marge is having any problems or not." Marge McKernan, City Recorder, then asked, "tell me what the problems are in the bookkeeping as I have been working for the City almost 17 years and apparently been doing a fair job or I wouldn't still be here." Mr. Fiez tried to then explain that in the past audit report it had been mentioned there were problems in the bookkeeping machine. The estimated cost for audit is \$6,550.00

The cost to audit the City of Brookings books for fiscal year ending June 30, 1979 in the proposal of Tad K.L. Engman is \$5,175.00.

MOTION was then made by Councilman Allen and seconded by Councilman Allsup that the firm of Yergen & Meyer's proposal for auditing the City of Brookings books for fiscal year ending June 30, 1979 and the Mayor be instructed to sign the

proposal. Councilman Lockman and Lowrie voted yes on this motion and Mayor Hitchcock voted no. Motion carried.

Mayor Hitchcock then asked, "do you want to spend the amount of \$1,375.00 more of the citizen's money to have the books audited?"

Councilman Allen then made another MOTION that "yes, the books are to be audited by Yergen & Meyer". Motion was seconded by Councilman Allsup. Councilmen Lockman and Lowrie voted yes. Mayor Hitchcock voted no. Motion carried.

2. Request from merchants to reduce downtown parking time limits from 2 hours to 1 hour.

Much discussion followed on this request but no decision was made. A Resolution is to be prepared for Council approval.

3. Letter of appreciation from Mr. W.K. MacLeod was read. This was for information only.
4. Request from Mr. Dexter Williams to have Sundown Subdivision public improvements accepted by the Council.

Mr. Williams has completed all required public improvements within the Sundown Subdivision. All required utilities within the street right-of-way have met the required tests and have been inspected by the City. In addition, Mr. Williams has posted a Performance Bond guaranteeing the public improvements for one (1) year. It is recommended that the City Council accept the public improvements within the Sundown Subdivision for operation and one (1) year thereafter for maintenance.

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that the City accept public improvements on Sundown Subdivision, subject to Manager and Mr. Williams agreeing on sidewalks.

5. Report from Richard Nored, P.E., H.G.E., City Consulting Engineer on City Inflow and Infiltration Program to satisfy D.E.Q. requirements.

Mr. Nored presented Council with proposal for improvements. Copy attached.

MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that H.G.E. be authorized to proceed with the first five projects and omit number 6 at the present time. Projects listed below which includes engineering costs:

1. Implement study recommendations to require homeowner correction of known I-I problems, use City forces with no outside labor cost to the City.

2. Page 24 - Install storm drains and connect catch basins to storm system. \$ 18,750
3. Locate and raise all manholes. Observe leaks. No outside cost to City.
4. Page 28 - Manhole rehabilitation. 15,600
5. Page 28 - Sanitary sewer construction. (Hillside Avenue and Highway 101) 23,400

Council instructed Engineer, City Attorney and City Manager to review contract with Harbor for sewer usage charges and report back to the Council. City Manager was instructed to act on this immediately.

6. Recommendation to prohibit parking on east side of Oak Street next to the Beaver State Motel.

Resolution is to be prepared.

7. Council discussion of Ordinance No. 288 which regulates certain subdivision developments and offside improvements.

MOTION was made by Councilman Allen, seconded by Councilman Allsup and carried that this be referred back to the Planning Commission.

8. Council discussion on establishing load limits on Old County Road.

Manager and Policy Chief will review and determine the truck routes and report back to the Council. City Manager advised that he will check with Mr. Fitzhigh in regards to repairing Old County Road as it is their trucks that has damaged the road.

X. PAYMENT OF VOUCHERS

MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that vouchers in the amount of \$22,620.32 be paid.

XI. OTHER BUSINESS

City Manager introduced Marshall Ferg, Building Official and Pat Clancy, Acting Parks & Recreation Manager.

- XII. ADJOURNMENT: - MOTION was made by Councilman Allsup, seconded by Councilman Allen and carried that the meeting be adjourned. The meeting then adjourned at 10:50 p.m. This meeting was recorded on tape and is on file in the Recorder's office.

ATTEST:

Marjorie B. McHernan
Recorder-Treasurer

E. H. Hilbert
Mayor

HGE INC./ENGINEERS & PLANNERS
405 NORTH FIFTH / COOS BAY, OREGON 97420 / (503) 269-1166

June 19, 1979

City of Brookings
898 Elk Drive
Brookings, OR 97415

Attn: Frank Freeman, City Manager

Re: City of Brookings I-I Study
Project #2523

Dear Frank:

We have analyzed the immediate I-I needs of your sewerage system with the requirements of D.E.Q. and feel we can implement significant improvement within the financial limitations of your budget. Our recommendations, taken from our study of March 1979, are presented as follows:

- | | |
|---|----------|
| 1) Implement study recommendations to require homeowner correction of known I-I problems. Use City forces, no outside labor cost to City. | |
| 2) Page 24 - Install storm drains and connect catch basins to storm system. | \$18,750 |
| 3) Locate and raise all manholes. Observe leaks. No outside cost to City. | |
| 4) Page 28 - Manhole rehabilitation. | \$15,600 |
| 5) Page 28 - Sanitary sewer construction. (Hillside Avenue and Highway 101) | \$23,400 |
| 6) Smoke test sanitary system. | \$18,000 |
| | <hr/> |
| Total Cost | \$75,750 |

Includes Engineer Service

Mr. Frank Freeman
June 19, 1979
Page 2

The total construction work suggested in the study exceeds your available money by approximately \$10,000. Since the smoke testing of sewers is of major concern to D.E.Q., we suggest that this work be accomplished through a combination effort of City staff and one Engineer from our office. With this procedure, you should be able to accomplish testing in the late fall of 1979 and for approximately 14,000 less than estimated. All the work recommended for fiscal year 79-80 will have been accomplished, and we will be asking for budget money next year for future I-I correction.

Please contact me when we can proceed on this work, since time is of the essence.

Very truly yours,

H. G. E., INC.



Richard D. Nored, P.E.
Vice President

RDN:sam

VOUCHERS PAYABLE
CITY OF BROOKINGS
MAY 31, 1979

A.R. Allyne	\$	5.95
Jack Ashworth		5.95
R.E. Babb		8.45
Barco Coastal Supply		17.45
Becco, Inc.		200.50
Mary M. Beinke		30.00
John D. Beres		15.00
Blue Star Gas		46.83
Brookings Fire Dept.		354.00
Brookings Office Supply		462.20
Brookings Supply Inc.		112.34
Brookings Tire Service		41.63
Cantel of Medford		7.00
Catalog Card Corp.		37.55
Chambers Plumbing & Heating		495.74
City of Brookings		309.25
Coast Chrysler Center		155.68
Chetco Rexall Drugs		13.53
Coastal Petroleum Sales		1,761.97
Orville Cox Agency		765.00
Curry Coastal Pilot		466.60
Curry Coastal Printing		10.75
Coos-Curry Electric		2,893.55
Dan's Photo & Cameras		65.19
Dave's Hardware		17.04
John DeJarnatt		30.00
Sam Dotson		5.90
Doyle Electric		265.29
Duanes Radio & T.V.		62.28
Tad K.L. Engman		898.15
F & C Construction		65.00
Fireman's Association		404.32
Federal Signal Corp.		12.40
Frank's Office Equipment		103.40
Frank Freeman		19.10
Greyhound		8.80
Gaylord Bros.		734.14
General Telephone		1,003.59
H.G.E. Inc.		713.25
Hach Chemical Co.		147.50
Robert Hager		8.45
Halprin Supply Co.		81.50
Hanscom's Center		18.04
Harbor Logging Supply Co.		63.25
Anne Hicks		6.48
Independent Business Forms		50.24
Tony Keeling		55.99
Kerr Ace Hardware		72.69
L.N. Curtis & Sons		136.68
Lakeside Equipment Corp.		510.00
League of Oregon Cities		3.00
Littrell Parts		303.35
3-M Business Products		108.00

Page No. 2-Vouchers Payable
 City of Brookings
 May 31, 1979

M.B. McKernan	\$	25.00
Medford Laboratories, Inc.		30.00
Medford Plating, Inc.		310.00
Menasco Motor Co., Inc.		118.97
Mill Beach Garden Shop		38.35
Robert Millard		43.35
Motorola Inc.		854.00
Natioal Chemsearch		247.09
North Coast Paving		223.23
Northgate Mobil		22.45
Nudelman Brothers		57.00
O'Neale Supply, Inc.		67.70
Mike A. Owens		39.14
Pacific Water Works Supply		1,307.48
Paco		259.37
Pennwalt Corp.		247.50
Price Sweeping Service		532.40
Ray's Auto Supply		37.00
Ray's Sentry		187.63
Reflecto Products Co.		11.52
L. Pearl Rice		206.60
Sam's A & W		88.80
S2 Contractors Inc.		270.00
Singleton Plumbing		55.00
South Coast Stationery		29.55
Square Deal Builders		206.38
Steiner Corp.		151.40
Shell Oil Co.		1,037.46
Tidewater Contractors, Inc.		118.56
Western Fire Equipment Co.		555.39
John DeJarnatt		123.60
Sears		368.57
Brookings Firefighters		45.00
Brookings-Harbor High School		20.00
Terry Phillips		48.00
49er Motel		35.70
Weaverville Oil School		60.00
General Electric		45.90
Martin Harrison		15.00
Webfoot Truck & Equipment		15.04
Greenwood Uniforms		45.75
U.S. Postmaster		75.00
U.S. Postmaster		105.75
	\$	<u>22,571.57</u>
Christina Lucas		175.50
Dan Hallman, Janitor		525.00
	\$	<u>22,752.32</u>
L. Pearl Rive		74.60
	\$	<u>22,620.32</u>