

REGULAR MEETING OF
Canby City Council, January 7, 1963.

The meeting was called to order by retiring Mayor Earl Oliver at 8 p.m. Upon declaration that the time had arrived for the officials-elect to take office, the following were administered the oath of office by the Recorder: Fred Stefani as Mayor; Howard Giger, Hugh Harper, Lyle Read and William Stevens as Councilmen; Don Evans as Treasurer and Raymond Langhaim as Director of Civil Defense.

Roll Call: Present - Mayor Stefani and Councilmen Giger, Graham, Harper, Housen, Read and Stevens. Absent - None.

Others Present - Ex-Mayor Oliver, Sup't Cox, Attorney Bettis, Fire Chief Christiansen, Acting Police Chief Lindsay, Treasurer Evans, Director Langhaim and Asst Sup't Bentz.

Mayor Stefani declared that nominations were in order for a president of the Council. Councilman Lawrence Housen was nominated by Councilman Read and seconded by Stevens. There being no further nominations, the Mayor declared the nominations closed and instructed the Recorder to cast a unanimous ballot for Housen.

Then the Mayor announced the following appointments for Commissioners and Committees: Light Department - Lyle Read; Water Department - Howard Giger; Sewer Department - William Stevens; Street Department - Hugh Harper; Parks, Cemetery and Public Property - William Graham and Police & Fire - Lawrence Housen. Finance Committee - Read Chairman, Housen & Graham; Wage and Hour Committee - Giger Chairman, Stevens, Harper & Housen; City Ordinance Committee - Graham Chairman, Harper, Bettis and Richardson. Council Representative to the Planning Commission - Housen; Civil Defense and Surplus Property - Harper and Library Board - Graham.

Minutes of the meeting of December 17 was read and approved. Minutes of the Planning Commission Meeting of December 19 was read and noted.

A motion was made by Councilman Giger, seconded by Read and carried unanimously by roll call vote that the claims against the City be approved for payment and that warrants be drawn on the Treasurer in payment thereof.

Monthly reports were given by the Fire Chief, Police Chief and Sup't of Public Works. A combination monthly and annual report was given by the Recorder. Chief Christiansen reported on a legislative meeting at fire department level that he had recently attended.

A motion was made by Councilman Giger, seconded by Housen and carried unanimously that \$2000 from the Improvement Bond Fund and \$210 from the Improvement Bond Interest Fund be transferred to the Sewer fund for the retirement of Series 2 bonds and payment of interest due in January.

A financial statement of the Urban Planning project as of November 31, was read and noted.

The Recorder reported that Earl R. Hawkins had made application for a trailer house occupancy permit on the C. E. Hartwell property on Lee Lane. Sup't Cox reported that he had inspected the site and found installation of facilities and sanitary conditions not in keeping with the requirements of Ordinance No. 408. A motion was made by Councilman Giger, seconded by Housen and carried unanimously that the permit not be granted at this time due to inadequate facilities.

A report of the recent population estimate from the State Census Bureau gave Canby a count of 2384, an increase of 10 percent since July 1960.

A letter from the City of Oregon City was read in which they requested the City of Canby's support at legislative level for the construction of a bridge between Oregon City and West Linn. After some discussion, the Mayor directed the Recorder to inform them that the Council members appreciated the need for a bridge there.

Reports were that Loyd Younce's eligibility for assistance through the Social Security was very remote and that an appointment had been made for him at the University of Oregon Medical School for an examination. Commissioner Housen said that he considered that the City had met its obligation to Younce in that respect.

A letter was read to the Council concerning the remote possibility of participation by the Federal Government in the expense of the Civil Defense Director's office.

It was reported that C. A. Clemenson had paid for 4 \$50 sewer connection fees and had delivered to the City a copy of a bill of sale for the Hawthorne sewer.

The Planning Commission minutes indicated that plans for the vacation of a portion of S.W. 5th Avenue had been approved by that group and referred back to the Council. Attorney Bettis said the School Board would meet Thursday night.

There was some discussion of the proposed water storage tank construction and Mayor Stefani stated that it should be the number one project after completion of these secondary sewage plant and the street drains.

Sup't Cox reported that the property owners concerned on Knights Bridge Road were apparently in agreement to continue the sewer construction on to the intersection of Cedar street where the City plan to construct a lift station to make sewer service available to the property to the north and west of that point.

Council minutes of January 7, 1963 continued.

Ordinance No. 447, AN ORDINANCE RELATING TO MINORS; AMENDING ORDINANCE NO. 309; AND DECLARING AN EMERGENCY was read by Attorney Bettis. A motion was made by Councilman Giger, seconded by Harper and carried unanimously to pass Ordinance No. 447 on first reading and that said Ordinance be published in the Canby Herald as provided in the City Charter and to come up for final action on February 4.

Sup't Cox recommended to the Council that the building code ordinance be amended to provide for stricter enforcement and to make both the owner and the builder responsible for building permit applications; and that plans and policies be established for a curb construction and repair program before time to start a paving project next spring. The Mayor referred both recommendations to the appropriate committees.

The Sup't reported that Carstaker Yoder explained the previous report of City personnel and equipment working at a cemetery outside the City as being that E.E. Holden who works part time at Zion Cemetery, was working at another cemetery and called for experienced assistance and Yoder went to help him.

The Council members were in agreement that the large maple trees in front of the City Hall should be removed to make way for street improvement. Councilman Read suggested that a study be made to replace the trees with more appropriate type.

The Recorder was instructed to prepare a Resolution appointing Councilman Harper as surplus property officer, to be acted on at the next Council meeting.

Attorney Bettis submitted a request from the Kiwanis Club that they be allowed to install some basket ball equipment in Wait Park. The request was referred to Commissioner Graham to work out a plan with the Club.

Sup't Cox reported that the Basement of the City Hall was being remodeled to include an office for the Civil Defense Director.

Acting Chief Lindsay submitted a list of recommendations for the improvement and modernization of the police department. Members of the Council commended Lindsay for his initiative and planning ability.

Commissioner Graham Reported that Rodney Pitts had completed logging of the timber in the park near the Molalla River that was damaged by the Columbus Day storm, but that no one had been obtained to remove the debris and clean up the park area.

Commissioner Housen called the Council's attention to the sale of business licenses which totaled 210 for the half year and within 6 of all those sold in the 1962 fiscal year.

The meeting was adjourned at 10:22 p.m.


Mayor


City Recorder

POLICE DEPARTMENT

Programs being instituted:

Cleaning out police office; discarding old papers of no value such as catalogues, old wanted bulletins, various outdated correspondence, etc., Police library; books and pamphlets for training, various literature on hand to help the public.

Speaking before citizens groups, Commitments to date:

- Jan. 8 - Business & Professional Women's Group
- Jan. 9 - School bus drivers meeting
- Jan. 9 - Grade School teachers meeting

Operating rules and regulations are being made up for approval of the Police Commissioner: Officers procedure, conduct and appearance in court. Assisting the other City departments. Conduct and appearance in public. Handling juveniles. Types of reports for the various activities.

This is only a partial listing. These operating rules and regulations will be in addition to the general rules and regulations applicable to all City employees.

Proposed programs: A few that we would like to start in the near future.

1. File system for the police department: We have a simplified system which is expandable with the growth of the City. This system can be used from the smallest department to a City with a population of from 25,000 to 35,000. This system can be instituted with the existing forms and the addition of a few other forms and two or three small files. This system is probably the most inexpensive known, and it is permanent.
2. An administrative meeting once a month by the department heads to discuss mutual problems. This idea has been mentioned with favorable response, to Supt. Cox, Mr. Richardson, and Mr. Christiansen. We feel this will enable us to work together more closely for the good of the City.
3. Working with Supt. Cox in a parking survey and subsequent parking plan which can be instituted when the new streets are constructed in the business area; such items as angle parking, parallel parking, loading zones, restricted zones, etc., This to be a long range plan.
4. A study and possible revision of the police code (ordinances) has been discussed briefly with the City Attorney. This would be to bring up to date some of the ordinances and adopting some additional state laws which we feel should be handled through the municipal court.
5. Use of the purchase order system through the purchasing agent on police department purchases; in particularly out of town purchases. This would exercise more control on the budget. We realize this system can not be used on all local purchases.
6. At each regular council meeting a report from the police department to keep the council informed on any developments past, present and future.

The above items are submitted to the Council as information and request for approval on the proposals.