

CANBY CITY COUNCIL

REGULAR SESSION

DECEMBER 21, 1988

(Televised Live on Channel 5.)

Mayor William F. Pulver presiding. Council members present: Nancy Kopelk, Shawn Carroll, Walt Daniels, Terry Prince, Scott Taylor, and Michael Jordan.

Also present: Police Chief Jerry Giger, City Attorney John Kelley, City Recorder Marilyn Perkett, Public Works Director Rusty Klem, Swim Center Director Scott Nelson, Library Director Beth Saul, Public Works Supervisor Roy Hester, Colleen Hoss, Nancy Boyer, Jacob Taasevegin, Sue Cox, Councilmen-elect Robert Smith and Keith Stiglbauer.

Mayor Pulver called the regular session to order at 7:30 P.M., followed by the flag salute and meditation.

Roll call of the Council showed a quorum to be present.

\*\*Councilman Daniels moved to approve as distributed the minutes of regular session December 7, 1988, seconded by Councilman Carroll and approved unanimously.

CITIZEN INPUT ON NON-AGENDA ITEMS: Councilwoman Kopelk presented Mayor Pulver with a gift from Mayor Yamada from Kurisawa, Japan. The gift brought back with Paul Ackerman who recently visited our proposed Sister City. Mayor Pulver opened the gift which was a very nice necktie and asked that his thanks be expressed to Mayor Yamada of Kurisawa.

PUBLIC HEARING: Mayor Pulver opened the public hearing on the Periodic Review at 7:35 p.m. Public Works Director Rusty Klem reviewed the plan and pointed out that Brian Snodgrass and Arshad Chohan, who were hired part-time, did most of the work on the document. Mr. Klem said that the Planning Commission held a public hearing on the periodic review on December 12 and 19, which is a process required by LCDC about every four to five years to update our Comprehensive Plan. The main concern of the commission was that they didn't like the format used in the report, however, this was the format that the City was told to use. Mr. Klem said the reasons for the periodic review were: to update any substantial changes in the past four years; to see that our plan complies with the state goals that have been changed; to make sure our plan and ordinance is consistent with state agency plans; and to let LCDC know we have changed our plan. The Planning Commission made a few changes in the periodic review and recommended approval of the preliminary plan to go to DLCD, they will then review it and recommend changes; we will set

a public hearing, 90 to 120 days from tonight for final review after receiving it back with the changes.

Mayor Pulver asked if anyone in the audience had any comments to make on the periodic review, none were voiced. Mayor Pulver closed the public hearing at 7:45 p.m.

Attorney Kelley noted that we held a joint meeting with the Planning Commission when the plan was adopted and suggested another one for the final public hearing process. \*\*Councilman Jordan moved that the City approve the preliminary periodic review and send it to DLCD and schedule a public hearing for April 5, 1989, to review their comments. Motion seconded by Councilwoman Kopelk and approved 6-0.

COMMUNICATIONS: Chief Giger read a letter from Sue Cox, tendering her resignation from the Clackamas County Community Action Board and suggesting that the Council consider replacing her with someone from the Christian Area Service Organization. Mayor Pulver thanked Sue for her service on the board as a City representative and suggested the new appointment be made in January.

Chief Giger read a letter from Sue Cox that requested that the City Council authorized someone to represent Canby at the next meeting at the County level regarding the proposed serial levy for Clackamas County Senior Centers. \*\*Councilwoman Kopelk moved to authorize Rusty Klem, Public Works Director, to attend the meetings on this issue and vote to support the proposed serial levy for funding of County Senior Centers. Seconded by Councilman Carroll. It was noted that the proposed levy would cost approximately 12 cents per thousand, however, the administration of the money was not defined. Councilman Taylor suggested that we amend the motion to, "approve the concept but request more information regarding the final mechanics of the system." Councilors Kopelk and Carroll agreed to the amendment to the motion. Motion passed 6-0.

Recorder Perkett read a thank you letter from Brad Baker who recently resigned as a dispatcher for the police department.

ORDINANCES & RESOLUTIONS: \*\*Councilman Prince moved that Ordinance No. 826, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER TO EXECUTE A CONTRACT WITH PROCESS HEATING COMPANY FOR THE PURCHASE OF A DUMP BED HOT BOX; AND DECLARING AN EMERGENCY be adopted and become part of the laws of the City of Canby. Motion seconded by Councilman Daniels and approved 6-0, by roll call vote.

NEW BUSINESS: \*\*Councilman Daniels moved to approve payment of accounts payable in the amount of \$56,377.28, seconded by Councilman Carroll and approved by roll call vote, 6-0.

The Council next considered a request by staff to advertise for a receptionist for the business office and to do limited remodeling to make space for the new person. Recorder Perkett informed the

Council that most of the remodeling will be done by the City crew, under the direction of Roy Hester. \*\*Councilman Daniels moved to accept the plan for remodeling by City staff and to proceed with advertising for hiring a receptionist. Motion seconded by Councilman Prince and approved unanimously.

The Council next considered a request from Rusty Klem to maintain the services of Arshad Chohan, who was hired part time to work on the periodic review. Mr. Klem suggested that Arshad be retained based on the following: comp plan and ordinance revisions; we have \$8700 left in the Planning Consultant line item; Arshad has worked with our Comp Plan and ordinance and is available now; and to keep him on now and increase his pay by \$1.00 per hour. Councilman Jordan noted that he felt Arshad did very good work, however, he felt the Council should strongly consider hiring a full time planner with money left in the City Administrator line item. Mr. Klem said we could keep a full timer person busy. \*\*Councilman Carroll moved to keep Arshad Chohan, on a part time basis, as a planner, to increase in salary by \$1.00 per hour and to pursue hiring a full time planner in the budget process. Motion seconded by Councilwoman Kopelk and approved 6-0.

UNFINISHED BUSINESS: Chief Giger reminded the Council that the budget committee and Council and reviewed the 1987-88 City audit by Coopers and Lybrand and a motion to accept was in order. \*\*Councilman Carroll moved to approve the City audit for 1987-88 as presented by Coopers and Lybrand. Motion seconded by Councilman Daniels and approved 6-0.

Colleen Hoss, LGPI, addressed the Council to first tell them that LGPI, a branch of League of Oregon Cities, contracts only with cities and counties in personnel relations. Nancy Boyer, who had been working on the department heads classification/compensation study addressed the Council to review the process. Mayor Pulver apologized for his haste in terminating the contract and felt that after learning more information we should continue on with the contract. Ms. Boyer pointed out that the classifications had been completed and were representative of the job not necessarily what the incumbent does. The compensation process involves contact with nine cities to survey like positions for total compensation, a telephone follow-up will be made with each jurisdiction to be sure the data is accurate. LGPI will then recommend a salary range and policy and procedure for implementing the process. The final process is the performance appraisal and training of personnel in pay for performance plan. Nancy pointed out that an outside consultant was beneficial because: they are objective; look at the duties of the position and not the incumbent; and present professional judgment. Councilman Taylor pointed out that he would like better communication between LGPI and City staff and also questioned if we were to face a challenge in court because of the process, would LGPI defend us free of charge. Ms. Boyer said she couldn't answer that for sure, however, they have done it before but of course it depended on the time involved. Ms. Boyer presented her new schedule which indicated the final product would be ready for Council review on January 20, 1989.

At this time the Council considered appointment to the Planning Commission. Mayor Pulver appointed Burt Lindsay to another three year term. \*\*Councilman Daniels moved to approve the Mayor's appointment of Burt Lindsay to a three year term on the Planning Commission, seconded by Councilman Carroll and approved 6-0. Another commission appointment will be made in January.

OTHER REPORTS OR ANNOUNCEMENTS: Chief Giger informed the Council that Jake Taasevegin had proposed three locations to review for a possible skateboard area: around the water tower on S.W. 13th Avenue (he's checking this out with Don Godard, Canby Utility Board owns the property); City property on S. Grant Street where we propose a future Library; and Maple Street Park area in front of the City owned house.

Rusty Klem informed the Council that he had not been able to discuss the yard debris plan with Fred Kahut, however, they will still make the February, 1989, deadline.

Councilman Carroll questioned the sign ordinance process and was told that we have not yet received back comments from LCDC.

Councilman Carroll informed the Council that the committee on the City Administrator search is down to the first cut of applicants.

Beth Saul addressed the Council in the capacity of the Safety Committee Chairman and presented Mayor Pulver with a hat with the City logo for finishing his term with no accidents or injuries. Mayor Pulver was very please with the hat that also said, "Mayor 1984-1988", and thanked the Safety Committee.

Rusty Klem informed the Council that the Redwood Interceptor Project will need about a three week extension, and a change order for the hourly charge of digging by hand under one of the railroads.

- ACTION REVIEW:
1. Appoint a person to Clackamas County Action Board.
  2. Continue process with LGPI.
  3. Send thank you letters to Mayor Yamada, and one to Planning Commissioner Phil Seale.
  4. Send letter to Burt Lindsay about reappointment.

\*\*Councilwoman Kopelk moved to go into Executive Session under ORS 192.660 (1)(a) and (1)(h), seconded by Councilman Carroll and approved unanimously.

Mayor Pulver recessed the regular session at 9:24 p.m., to go into Executive Session. The regular meeting was reconvened again at 10:21 p.m.

\*\*Councilman Taylor moved to authorize LGPI to do background search on four applicants on the first cut from the City Administrator applications. Seconded by Councilman Carroll and approved 6-0.

Mayor Pulver adjourned the regular session at 10:23 p.m.

\*\*\*\*\*

EXECUTIVE SESSION  
DECEMBER 21, 1988

Mayor Pulver presiding. Councilors present: Kopelk, Carroll, Prince, Daniels, Taylor and Jordan.

Also present: Chief Jerry Giger, Recorder Marilyn Perkett, Attorney John Kelley, Councilmen-elect, Robert Smith and Keith Stiglbauer.

Mayor Pulver opened the Executive session at 9:34 p.m.

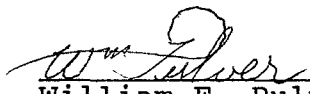
The Council first discussed under ORS 192.660 (1)(h), pending litigation, specifically, Marv Dack vs. City of Canby at the LUBA level and the pending Duane Smith residency requirements.

Michael Jordan and John Kelley left at this time.

The Council next discussed under ORS 192.660(1)(a), the recruitment process for hiring a new City Administrator.

Mayor Pulver adjourned the Executive Session at 10:21 p.m.

  
Marilyn K. Perkett, City Recorder

  
William F. Pulver, Mayor