

CANBY CITY COUNCIL

REGULAR MEETING

JULY 6, 1988

(Televised Live on Channel 5.)

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

Also present: Administrator Stephan Lashbrook, City Attorney John Kelley, City Treasurer Virginia Biddle, Librarian Beth Saul, Police Chief Jerry Giger, Lt. Jim Scharmota, Swim Center Director Scott Nelson, Public Works Director Rusty Klem, Fire Chief Smith French, Dick Anderson, Hazel Adams, Tom Dillon Hank Scouten and Mitch Lies.

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 present, and noting that Councilman Carroll was absent.

\*\*Councilman Daniels moved to approve as distributed the minutes of regular session, June 15, 1988, seconded by Councilman Taylor and approved 5-0.

CITIZEN INPUT ON NON AGENDA ITEMS: None presented.

At this time, Mayor Pulver moved to an Unfinished Business Item, Transfer of Fire Fighting Property to Fire District No. 62. Administrator Lashbrook noted that the City of Canby had been annexed to the Canby Rural Fire District No. 62, as of July 1st, and previously we contracted with the district. The Fire District presented the City with a warranty deed for real property and a bill of sale for vehicles. One dollar will formalize the agreement. Fire Chief French, introduced Dick Anderson, who presented the Mayor with a check in the amount of one dollar. Mr. French noted that the board members felt when they signed the check, "they were signing the smallest check they could sign to receive the largest amount of goods that they will ever get in their life." \*\*Councilwoman Kopelk moved to transfer the fire fighting property to Fire District No. 62 for the payment of one dollar. Seconded by Councilman Daniels and approved 5-0.

COMMUNICATIONS: Administrator Lashbrook read a letter from the National American Legion Commander, Jake Comer, thanking Canby for courtesies extended him during his visit.

A thank you letter from Elizabeth Kauffman was read regarding recent Proclamation in her honor for her retirement from the Canby Public Library.

Administrator Lashbrook read a letter from Tom Howard, 1341 N. Maple Street, requesting that a pathway be put into between N. Manzanita and N. Maple, along with fencing, to solve the problems of people going through private yards to reach Maple Street Park from N. Manzanita. Chief Giger indicated that no formal complaints have been made regarding this issue, however, they did observe people going through the subject area on a recent "drive-by". Mr. Lashbrook noted that the proposed housing project on N. Territorial and N. Maple should have no affect on the problem since they are already on Maple Street. This has not been budgeted for, however, if easements could be acquired park development money in an "ball-park amount" of \$2,000-\$2,500 could be used to put in a pathway. Consensus of the Council was to authorize staff to contact property owners in the area for easements and return to the Council with more information and cost estimates.

ORDINANCES & RESOLUTIONS: \*\*Councilwoman Kopelk moved that Ordinance No. 819, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER TO EXECUTE A CONTRACT WITH THE ALLIANCE CORPORATION FOR THE CONSTRUCTION OF THE REDWOOD STREET INTERCEPTOR SEWER LINE; AND DECLARING AN EMERGENCY be properly posted and come up for final action on July 20, 1988. Motion seconded by Councilman Daniels and approved 6-0.

\*\*Councilman Taylor moved that Ordinance No. 820, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER TO EXECUTE A CONTRACT WITH PARKER NORTHWEST PAVING COMPANY FOR AN ASPHALTIC OVERLAY ON N. HOLLY STREET BETWEEN KNIGHTS BRIDGE ROAD AND TERRITORIAL ROAD; AND DECLARING AN EMERGENCY be properly posted and come up for second reading on July 20, 1988. Motion seconded by Councilman Prince. Councilman Jordan questioned if we were required to bid the project. Administrator Lashbrook noted that by state law, street work under \$25,000 we could use the quote system. Motion passed 5-0.

\*\*Councilman Daniels moved that Ordinance No. 821, AN ORDINANCE AUTHORIZING THE MAYOR AND CITY RECORDER OF THE CITY OF CANBY, COUNTY OF CLACKAMAS, OREGON, TO EXECUTE A CONTRACT FOR ENGINEERING SERVICES IN CONNECTION WITH THE CONSTRUCTION OF A SANITARY SEWER MAIN TO SERVICE THE SOUTH SIDE OF THE CITY OF CANBY, OREGON; AND DECLARING AN EMERGENCY be posted and come up for final action on July 20, 1988. Motion seconded by Councilwoman Kopelk. Councilman Prince asked why we didn't go out for bids on this. Mr. Klem noted that Curran-McLeod designed the project and are under contract now, actually we are extending the contract through construction. Mr. Lashbrook noted that staying with the same firm that designed and inspects the projects has advantages. Mr. Prince felt the bid process might give us more of a justification regarding the fees. Payment will be out of the sewer reserve and the City Council will see the bills "after the fact", once they are approved by City staff. Council felt this type of payment was no problem. Motion carried 4-1, with Councilman Prince voting nay.

NEW BUSINESS: \*\*Councilwoman Kopelk moved to approve accounts

payable for \$24,534.00 for June 30th and for \$45,859.48, the previous year end bills reviewed by Mrs. Kopelk. Motion seconded by Councilman Prince and approved by roll call vote, 5-0.

The next item of business was to discuss the creation of a Dispatch Supervisor position. Administrator Lashbrook noted that the Police bargaining group supports the idea, with a \$100 a month raise for the position. Mr. Lashbrook felt the advantage would be a better communication between the officers and dispatchers. Councilwoman Kopelk suggested the position be created on a trial basis for perhaps a year. Lt. Scharmota noted that the Sergeants will have immediate responsibility for all personnel on that shift. The dispatch supervisor will possibly work the cover position, 7 at night until 3 in the morning, but may have the option to work all the various shifts. Besides direct supervision there will be procedural development, and equipment research. The dispatch for emergency communication is becoming a very complex position. Lt. Scharmota said this person would need to have a great deal of training in the management field and we would have a great deal invested in this person. The position will be filled by promotion from the current dispatchers. Chief Giger also commented that our dispatchers do fire dispatch, which none of the police officers are familiar with. \*\*Councilwoman Kopelk moved to approve the request from the Police Department to create a dispatch supervisor position with the understanding that it will be reviewed prior to labor negotiations next year to see if it is a necessary position. Seconded by Councilman Prince and approved 5-0.

UNFINISHED BUSINESS: The budget committee member appointment was postponed until the next meeting since no names were submitted.

OTHER REPORTS OR ANNOUNCEMENTS: Administrator Lashbrook confirmed that Canby Night at the Oregon Trail Pageant will be Saturday, July 23, tickets are on sale for \$6.00 adults, \$5.00 for senior citizens and children to six years.

Administrator Lashbrook informed the Council that the City has been notified that the new post office site will be at N.W. First and Douglas.

Administrator Lashbrook noted that we have had a request for a release of a part of a utility easement in a subdivision on N. Pine Street, the subject area has a home five feet into the easement. \*\*Councilman Jordan moved to quit claim a portion of the utility easement on Lot 4 of N. Pine Addition to David Anderson Inc., seconded by Councilman Daniels. The Council briefly discussed working with other agencies, such as CUB, N. Willamette Telecom, and Canby Telephone, to meet with with developers on a pre-construction process to clarify the easement problems. Question on the motion, approval 5-0.

ACTION REVIEW: 1. Complete documents for transfer of ownership for fire fighting equipment to Fire District and frame the check.  
2. Councilors to seek a budget committee member.

3. Dispatch Supervisor position to be created and to be reviewed next Spring.
4. Three ordinances to be on next agenda for second reading.
5. Meet with property owners on N. Manzanita and N. Maple to attempt to acquire easements and prepare cost estimates.
6. Oregon Trail Pageant Canby Night is July 23.

\*\*Councilwoman Kopelk moved to go into Executive Session under ORS 192.660 (1)(d), to discuss labor negotiations, seconded by Councilman Prince and approved 5-0.

Mayor Pulver recessed the regular session at 8:38 p.m., to go into Executive Session. The regular session was reconvened at 9:50 p.m.

\*\*Councilwoman Kopelk moved that the City Council accept the proposal from the bargaining group for the contract for the City of Canby Offices and Public Works Employees. Motion seconded by Councilman Taylor and approved 5-0.

Mayor Pulver adjourned the regular session at 9:53 p.m.

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#### EXECUTIVE SESSION

JULY 6, 1988

Mayor William Pulver presiding, Councilors present: Kopelk, Daniels, Prince, Taylor and Jordan. Councilor Carroll was absent.

Also present: Administrator Stephan Lashbrook and Don Schaefer of Cascade Employers Association.

The Council met under ORS 192.660 (1)(d), to discuss review the proposed labor contract presented by the bargaining group for the Office and Public Works Association.

  
Marilyn K. Perkett, City Recorder

  
William F. Pulver, Mayor