

COUNCIL AGENDA



SEPTEMBER 11, 1991

1991 CITY COUNCIL GOALS

- 1) DEVELOP A FUNDING BASE THAT ENSURES CONTINUED STABILITY AND ALSO ALLOWS FOR PLANNED GROWTH
- 2) ENCOURAGE ECONOMIC DEVELOPMENT
- 3) IMPROVE UTILITY AND TRANSPORTATION SYSTEMS
- 4) CONTINUE EFFORTS TO IMPROVE COMMUNICATIONS WITH THE COMMUNITY
- 5) CONTINUE TO EVALUATE SERVICE DELIVERY SYSTEMS TO BETTER MEET THE EXPECTATIONS OF THE COMMUNITY
- 6) ENCOURAGE DOWNTOWN REVITALIZATION
- 7) FOSTER COMMUNITY PRIDE
- 8) PROMOTE POSITIVE INTERGOVERNMENTAL RELATIONS
- 9) BROADEN CULTURAL AND RECREATIONAL OPPORTUNITIES

LEBANON CITY COUNCIL
SEPTEMBER 11, 1991
7:30 P.M.

*Lebanon School District Administrative Offices - Board Room
485 S. 5th Street*

NO NOON SESSION

CALL TO ORDER/FLAG SALUTE
ROLL CALL

APPROVAL OF MINUTES

- 1) Minutes of the August 28, 1991 Lebanon City Council meeting

SPECIAL PRESENTATION

- 2) PRESENTATION ON STATE REQUIREMENTS FOR PROTECTION AND PRESERVATION OF LOCAL HISTORIC RESOURCES - Bob Rindy, Field Representative, Dept. of Land Conservation and Development (DLCD)

LEGISLATIVE ACTION

- 3) AMENDMENT TO LEBANON MUNICIPAL CODE, SECTION 2.32.050 RELATING TO THE LEBANON HISTORIC REGISTER PURPOSE AND INTENTION

Presentation by: Doug Parker, City Planner

Adoption of an ORDINANCE amending the Lebanon Historic Resources ordinance relating to the purpose and intention of the historic register

- 4) BID AWARD FOR MARKET STREET/DIVISION WAY IMPROVEMENTS

Presentation by: Jim Ruef, Director of Public Works

Award of bid to North Santiam Paving Co., for public improvements on Market Street and Division Way by MOTION

- 5) AGREEMENT WITH OREGON STATE HIGHWAY DIVISION (OSHD) FOR SIGNALIZATION AT HIGHWAY 20 AND MARKET STREET

Presentation by: Jim Ruef, Director of Public Works

Authorize Mayor and City Administrator to sign agreement with Oregon State Highway Division for installation of traffic signal on Highway 20 by MOTION

TABLED

6) BID AWARD FOR SLUDGE HAULING TRUCK

Presentation by: Jim Ruef, Director of Public Works

Award of bid to Environmental Pollution Control Inc. for a sewage sludge hauling truck by MOTION

TABLED

7) ADOPTION OF CITY SAFETY POLICY AND SAFETY COMMITTEE POLICY

Presentation by: Joseph Windell, City Administrator

Adoption of updated City safety policy and safety committee policy by MOTION

8) LINN COUNTY SERVICE AGENCY AGREEMENT AMENDMENT

Presentation by: Joseph Windell, City Administrator

Authorize Mayor and City Administrator to sign amendment to LCSA agreement by MOTION

9) REPLACEMENT AND/OR REPAIR OF SIDEWALK AT 990 RIVER STREET

Presentation by: Jim Ruef, Director of Public Works

Approval of RESOLUTION regarding the replacement/repair of a sidewalk at 990 River Street

TABLED

10) PROHIBITING STREET PARKING ALONG A PORTION OF PARK STREET AND SECOND STREET

Presentation by: Jim Ruef, Director of Public Works

Approval of a RESOLUTION prohibiting street parking along a portion of Park Street

Approval of a RESOLUTION prohibiting street parking along a portion of Second Street

11) PROPOSED SIDEWALK CONSTRUCTION FOR THE EAST SIDE OF FIFTH STREET BETWEEN BOYS & GIRLS CLUB AND TANGENT STREET

Presentation by: Joseph Windell, City Administrator

Authorize staff to proceed with sidewalk construction by MOTION

OTHER MATTERS

12) SENIOR AND DISABLED SERVICES ADVISORY BOARD APPOINTMENT - Appointment of Bill Keenan to advisory board - Mayor Smith

13) APPOINTMENT OF STREET MAINTENANCE AD HOC COMMITTEE - Mayor Smith

- 14) TREE AND SHRUB REMOVAL AND EXCAVATION ALONG MILTON STREET -
Jim Ruef, Director of Public Works

MINUTES/MONTHLY REPORTS

- 15) August 1991 Building Summary

(temporarily adjourn the regular order of business of the Lebanon City Council and convene an Executive Session)

EXECUTIVE SESSION: As per ORS 192.660 (1)(e) Real Property transaction

(Executive Sessions are not open to the public; upon adjournment of Executive Session, citizens may again attend the regular order of business of the Lebanon City Council)

- 16) CONDEMNATION PROCEEDINGS FOR PROPERTY REQUIRED IN THE
RELOCATION OF MARKET STREET

Presentation by: Tom McHill, City Attorney & Joseph Windell, City Administrator

Adoption of RESOLUTION relating to the possible condemnation proceedings for property required in the relocation of Market Street

ADJOURNMENT

LEBANON BOYS AND GIRLS CLUB RECREATION CENTER TOUR

If time allows, the Council will be permitted to tour the new facilities at the Lebanon Boys and Girls Club

Jem will discuss Grant Street & 5th Street.

MINUTES OF THE AUGUST 14, 1991 LEBANON CITY COUNCIL MEETING

The Lebanon City Council met in regular session on August 14, 1991. The meeting was called to order by Mayor Bob Smith at 7:30 p.m. in the Lebanon School District Offices, Board Room. Present in addition to Mayor Smith were Councilors Ron Miller Jr., Diane Branson, Ken Toombs and Wayne Rieskamp.

The minutes from the July 24, 1991 Lebanon City Council meeting were approved as submitted.

Jim Clark, Engineering Services Division Manager addressed the Council regarding the awarding of the bid for the sludge thickening project. He updated the Council on the current status of the program and indicated that two problems exist with the city's sludge, storage and treatment. The long range problem is in the treatment of sludge. He added that the city uses an aerobic digestion process to treat the sludge but it is not completely effective. In 1989, the wastewater facilities plan recommended that we put in a sludge storage lagoon to store the sludge until summer. During the past year, the federal government came out with new proposed regulations on sludge treatment which if the city would have built the storage lagoon, would have wasted money. Mr. Clark added that late in 1990, a study was done by CH2M Hill that recommended sludge thickening with on-site storage as the most cost effective option. The cost for this project would consist of \$960,000 which is less than the construction of storage lagoons and land purchase.

He stated that in March of this year, Council recommended proceeding with the project and CH2M Hill was recruited to provide engineering design and construction. The project was to be completed early enough for winter sludge storage. Because CH2M Hill's proposal was not within the project budget, other consultants were solicited. Staff recommends that Kramer, Chin and Mayo, Inc. (KCM) to be selected to provide engineering services for the project. Since the construction season for this project has passed, it is determined that the project will be designed this fall and bid in early spring of 1992.

Motion by Councilor Toombs, seconded by Councilor Rieskamp to authorize the City Administrator to enter into an engineering agreement with Kramer, Chin and Mayo, Inc. for construction of a sludge thickening facility. Motion passed unanimously.

City Attorney McHill addressed the Council regarding the transfer of jurisdiction of county roads to the city.

Councilor Rieskamp inquired whether or not the \$50,000 which is intended as a reserve account for the maintenance of the bridges described in the transfer list will be held by the county. City Administrator Windell stated that the city as opposed to the county would hold these monies.

ORDINANCE NO. 11, A BILL FOR AN ORDINANCE ACCEPTING THE TRANSFER OF JURISDICTION OF CERTAIN COUNTY ROADS TO THE CITY OF LEBANON; AND DECLARING AN EMERGENCY was read by title only. Motion by Councilor Rieskamp,

MINUTES OF THE AUGUST 14, 1991 LEBANON CITY COUNCIL MEETING PG. 2

seconded by Councilor Branson to adopt the Ordinance. Thereupon Mayor Smith declared the Bill passed and the title of the bill became the title of Ordinance No. 2103.

Engineering Services Division Manager Clark addressed the Council regarding a proposal for a city park facility reservation system. He indicated in the past, there has been problems with access to park shelters and that there are some groups that are using the areas on a routine basis which do not allow others to use the areas. He explained that individuals or groups would need to make reservations at the city and would pay varies fees for their use.

Councilor Miller inquired if the local horseshoe organization would be subject to the same fees. Mr. Clark responded that they would be. Councilor Miller added that it is the horseshoe club that keeps up the maintenance on the pits and that he does not feel they should be charged a fee to use the area.

ORDINANCE NO. 12, A BILL FOR AN ORDINANCE ADOPTING SECTION 12.12.041 OF THE LEBANON MUNICIPAL CODE RELATING TO PARKS AND PUBLIC PLACES AND DECLARING AN EMERGENCY was read by title only. Motion by Councilor Toombs, seconded by Councilor Branson to adopt the Ordinance. Thereupon Mayor Smith declared the Ordinance passed and the title of the Ordinance became the title of Ordinance No. 2104.

RESOLUTION NO. 40, A RESOLUTION ADOPTING CITY PARKS RESERVATION FEES was read by title only. Motion by Councilor Miller, seconded by Councilor Rieskamp to amend the Resolution to reflect that no fee will be charged to persons, clubs or organizations who use the horseshoe pit shelter at River Park. Motion passed unanimously.

Motion by Councilor Branson, seconded by Councilor Toombs to adopt the amended Resolution. Motion passed unanimously.

The time being 7:50 p.m. Mayor Smith opened the public hearing on the proposed community development block grant program - housing grant application.

City Administrator Windell addressed the Council regarding Linn Benton Housing Authority's request to sponsor a block grant application to bring water service to lots owned by them in the Aspen Park subdivision. He stated that the purpose of the public hearing is to receive citizen comments concerning the project before submitting the final application.

Mr. Marshall Smith, 2276 SE Hill Street #4 appeared before the Council and encouraged the city to approve the grant application. Mr. Smith stated that one of the homes in the Aspen Park area will be handicapped assessable and this would be a boost to the disabled in our community.

The time being 7:53 p.m. Mayor Smith declared the public hearing closed.

MINUTES OF THE AUGUST 14, 1991 LEBANON CITY COUNCIL MEETING PG. 4

Motion by Councilor Toombs, seconded by Councilor Rieskamp to authorize staff to proceed with the water upgrade and maintenance capital improvement program projects. Motion passed unanimously.

Finance Director Wendland addressed the Council regarding an interfund loan for water capital improvement projects. She noted that payments need to be received on water projects before Certificates of Participation can be sold. She explained that the loans will come from the capital improvement fund - Roads and the Wastewater SDC fund. She added that this loan is for a short duration and will be repaid before fiscal year 1991-92. The amount to be authorized equals \$576,000.

RESOLUTION NO. 41, A RESOLUTION AUTHORIZING INTERFUND LOAN was read by title only. Motion by Councilor Miller, seconded by Councilor Toombs to adopt the Resolution. Motion passed unanimously.

Finance Director Wendland and Engineering Services Division Manager Clark addressed the Council regarding the authorization for lease-purchase of water system improvements through the approval of issuing certificates of participation (COP). They explained that the sale and issuance of these certificates of participation will not exceed \$3,500,000 and that the agreement shall not exceed thirty (30) years in duration.

RESOLUTION NO. 42, A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF LEBANON, OREGON, AUTHORIZING THE LEASE-PURCHASE OF WATER SYSTEM IMPROVEMENTS AND APPROVING OF THE ISSUANCE AND SALE OF NOT TO EXCEED \$3,500,000 CERTIFICATES OF PARTICIPATION IN THE LEASE-PURCHASE AGREEMENT was read by title only. Motion by Councilor Miller, seconded by Councilor Toombs to adopt the Resolution. Motion passed unanimously.

Motion by Councilor Miller, seconded by Councilor Toombs to authorize the agreement for the acquisition of the facilities for a period not to exceed thirty (30) years. Motion passed unanimously.

Engineering Services Division Manager Clark addressed the Council regarding sidewalk excavation on Milton Street and the tree and shrub removal on Harden Drive. He reminded Council that this item was brought up before Council by Councilor Winters. Councilor Branson indicated that she would like to see this item tabled until Councilor Winters is present so the item can be thoroughly discussed. Motion by Councilor Branson, seconded by Councilor Toombs to table this issue until Councilor Winters is able to be present. Motion passed unanimously.

MINUTES OF THE AUGUST 14, 1991 LEBANON CITY COUNCIL MEETING PG. 5

There being no further business to come before the Council, the meeting was adjourned at 9:15 p.m.

ATTEST:

Mayor

City Administrator

AGENDA ITEM 2



CITY OF LEBANON

M E M O R A N D U M

TO: JOSEPH A. WINDELL
CITY ADMINISTRATOR

DATE: SEPTEMBER 3, 1991

FROM: DOUG PARKER *DP*
CITY PLANNER

SUBJECT: PRESENTATION OF STATE REQUIREMENTS FOR PROTECTION AND PRESERVATION
OF LOCAL HISTORIC RESOURCES

Oregon Statewide Planning Goal 5 is "to conserve open space and protect natural and scenic resources." The preservation of locally significant historic resources by placement of these resources on a "Historic Register" is part of the Goal 5 requirements. Placement of a historic resource on the Historic Register means that the site or structure is acknowledged as a significant and meaningful historic resource and that a review process is required if the resource is proposed to be demolished or altered from its historic character, materials, and/or design.

Lebanon is nearing the completion of its state-mandated "periodic review" or updating of the Zoning Ordinance and Comprehensive Plan. The establishment of a local Historic Register is an important and required component of periodic review. In October, the City Council will be conducting public hearings on the placement of candidate historic resources onto the Historic Register.

Representatives of the State Historic Preservation Office (SHPO) and the Department of Land Conservation and Development (DLCD) will be making a brief presentation to the Council explaining the statewide historic resources preservation program and requirements, discussing major issues associated with historic resources preservation, and to answer questions. The SHPO and DLCD staff are here at the request of the Lebanon Historic Resources Commission and city staff in order to brief the Council and help prepare them for the October Historic Register public hearings.

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AGENDA ITEM 3



CITY OF LEBANON

M E M O R A N D U M

TO: JOSEPH A. WINDELL
CITY ADMINISTRATOR

DATE: SEPTEMBER 3, 1991

FROM: DOUG PARKER *DP*
CITY PLANNER

SUBJECT: AMENDMENT TO THE LEBANON HISTORIC RESOURCES ORDINANCE

The attached is a proposed amendment to the Historic Resources Ordinance, Section 3, dealing with the Lebanon Historic Register. The proposed amendment discusses the intention and purpose of the Historic Register. This amendment was initiated at the suggestion of state agency representatives. At its August 15, 1991 meeting, the Lebanon Historic Resources Commission reviewed and voted to recommend to the City Council that this ordinance amendment be approved.

Staff recommends that the City Council approve the recommended amendment to Section 3 of the Historic Resources Ordinance.

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- (d) Review and act on historic resource district applications;
- (e) Review and comment on proposed land use actions and programs that may impact historic resources listed on the Lebanon Historic Register;
- (f) Obtain and maintain up-to-date information on private, federal and state historic preservation organization and agency activities and seek to maintain city programs that are consistent with these activities;
- (g) Recommend historic resources for nomination to the National Register of Historic Places to the State Historic Preservation Office;
- (h) Seek state, federal and other outside funding for historic resource survey, planning, repair, maintenance, rehabilitation or restoration; and
- (i) Perform other duties relating to historic resources upon request of the Lebanon City Council.

SECTION 3 LEBANON HISTORIC REGISTER

The Lebanon Historic Register, hereinafter referred to as the Register, is hereby created as the official city list of significant historic resources ~~which warrant protection~~. *The purpose of the Register is to conserve and protect historic resources including sites, buildings, structures, and artifacts that have been determined to have local, regional, statewide, or national historic significance. Historic resources are those sites, buildings, structures, and artifacts that have been inventoried, evaluated, and determined to have meaningful and significant relationships to events or conditions influencing the historic settlement and development of the Lebanon area.*

(1) Designation Procedure

- (a) A request for inclusion of a historic resource on the Register may be made by the owner of the historic resource or his authorized representative, the Lebanon City Council, the Lebanon Historic Resources Commission, the Linn County Board of Commissioners, the Linn County Historic Resource Commission, or the State Historic Preservation Office.
- (b) The Historic Resources Commission shall hold a public hearing to review the request for inclusion of a historic resource on the Register and make a recommendation to the Lebanon City Council.
- (c) Notice
 - (i) Written notice of public hearing shall be given not less than 21 days prior to the date of the public hearing and will be published in a newspaper of general circulation in Lebanon at least 5 days prior to the public hearing.

A BILL FOR AN ORDINANCE AMENDING THE) ORDINANCE BILL NO. _____
 LEBANON MUNICIPAL CODE, SECTION) For 1990 _____
 2.32.050, HISTORIC REGISTER, AND) _____
 DELARING AN EMERGENCY.) ORDINANCE NO. _____

The people of the City of Lebanon do ordain as follows:

Section 1. Section 2.32.050 of the Lebanon Municipal Code is hereby amended to read as follows:

The Lebanon Historic Register, hereinafter referred to as the Register, is hereby created as the official City list of significant historic resources. The purpose of the Register is to conserve and protect historic resources including sites, buildings, structures, and artifacts that have been determined to have local, regional, statewide, or national historic significance. Historic resources are those sites, buildings, structures, and artifacts that have been inventoried, evaluated, and determined to have meaningful and significant relationships to events or conditions influencing the historic settlement and development of the Lebanon area.

Section 2. Inasmuch as the provisions of this Ordinance are necessary for the immediate preservation of the peace, health, and safety of the people of the City of Lebanon, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect immediately upon its passage by the Council and approval by the Mayor.

Passed by the Council of the City of Lebanon by a vote of _____ for and _____ against, and approved by the Mayor this _____ day of _____, 1991.

 MAYOR

ATTEST:

 City Recorder

AGENDA ITEM 4



CITY OF LEBANON
M E M O R A N D U M

TO: JOSEPH WINDELL
CITY ADMINISTRATOR

DATE: SEPTEMBER 5, 1991

FROM: JAMES P. RUEF
DIRECTOR OF PUBLIC WORKS *JPR*

SUBJECT: AWARD OF BID FOR MARKET/DIVISION WAY IMPROVEMENTS

The bids for improvement of Market Street and Division Way have been received. Of the three bids, North Santiam Paving Co. of Stayton was the lowest at \$416,162.40. This amount is substantially below the engineers estimate (by our consultants, Westech Engineering Inc.) of \$518,998.00.

I recommend that the Lebanon City Council award the bid to North Santiam Paving Co.

JPR/la



CITY OF LEBANON

MEMORANDUM

TO: Jim Ruef
Director of Public Works

DATE: September 5, 1991

FROM: Jim Clark Jmc
Engineering Services Division Manager

SUBJECT: Award of Contract for Wal-Mart Public Improvements Project

On September 4, 1991 bids were opened as advertized for construction of Division Way and Market Street Improvements. These public improvements are required as part of the Wal-Mart development.

This memo reviews the bid results and recommends Council award of the project.

Project Background

Our Development Agreement with Wal-Mart requires the city to implement the "Off Site Project". This includes improvements to: 1) Division Way, 2) Market Street between the Santiam Highway and South Main Road, including a new traffic signal at the realigned Market Street/Santiam Highway intersection, and 3) realignment of the mill access on the east side of the Santiam Highway.

The Development Agreement requires the public improvements to be substantially complete by November 1, 1991.

Bid Opening

A total of three bids were received. Bids ranged from a high of \$599,990.00, to a low of \$416,162.40. The low bid was submitted by North Santiam Paving Co. of Stayton. The construction estimate developed by the city's engineering consultant was \$518,998.00. A bid tabulation is attached.

Adequate funding for the project is included in the Lebanon Urban Renewal District and Street Capital Improvement Funds.

Recommendation

I recommend the City Council award the construction contract and authorize the City Administrator to execute a construction contract with North Santiam Paving Company in the amount of \$414,462.40.

C: Judy Wendland, Finance Director
Tom McHill, City Attorney

WESTECH ENGINEERING INC.

BID DATE: Sept. 4, 1991

TIME: 10:00 am

JOB NO.

1498.200.0

OWNER: CITY OF LEBANON

PROJECT: DIVISION WAY IMPROVEMENTS

ENGINEERS ESTIMATE

NORTH SANTIAM PAVING

WILDISH PAVING CO.

MORSE BROS. INC.

ITEM NO.	QUANTITY	UNIT	ENGINEERS ESTIMATE		NORTH SANTIAM PAVING		WILDISH PAVING CO.		MORSE BROS. INC.	
			UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1. Mobilization, Bonds Permits and Licenses	ALL	LUMP SUM	LUMP SUM	\$5,000.00	LUMP SUM	\$3,000.00	LUMP SUM	\$5,600.00	LUMP SUM	\$14,000.00
2. Temporary Traffic Control	ALL	LUMP SUM	LUMP SUM	\$3,000.00	LUMP SUM	\$500.00	LUMP SUM	\$1,500.00	LUMP SUM	\$12,000.00
3. Removal of Structures and Obstructions	ALL	LUMP SUM	LUMP SUM	\$2,000.00	LUMP SUM	\$500.00	LUMP SUM	\$500.00	LUMP SUM	\$10,000.00
4. Sawcut	210	L.F.	\$1.50	\$315.00	\$1.25	\$262.50	\$1.50	\$315.00	\$2.00	\$420.00
5. Earthwork & Subgrade Preparation	ALL	LUMP SUM	LUMP SUM	\$12,000.00	LUMP SUM	\$4,500.00	LUMP SUM	\$7,000.00	LUMP SUM	\$9,400.00
6. Over Excavation & Aggregate Subbase	150	C.Y.	\$20.00	\$3,000.00	\$22.00	\$3,300.00	\$25.00	\$3,750.00	\$25.00	\$3,750.00
7. Crushed Rock Base	600	TON	\$11.00	\$6,600.00	\$11.75	\$7,050.00	\$9.00	\$5,400.00	\$12.00	\$7,200.00
8. A.C. Pavement										
a. Class B (2 Lifts)	100	TON	\$40.00	\$4,000.00	\$34.54	\$3,454.00	\$36.00	\$3,600.00	\$40.00	\$4,000.00
b. Class C Overlay	270	TON	\$40.00	\$10,800.00	\$34.54	\$9,325.80	\$42.00	\$11,340.00	\$40.00	\$10,800.00
9. Type A Curb & Gutter	550	L.F.	\$7.50	\$4,125.00	\$6.70	\$3,685.00	\$9.00	\$4,950.00	\$6.00	\$3,300.00
10. PCC Sidewalk and Handicap Ramp (4" thick)	30	S.Y.	\$20.00	\$600.00	\$23.00	\$690.00	\$21.00	\$630.00	\$17.00	\$510.00
11. PCC Driveway (6" thick)	50	S.Y.	\$26.00	\$1,300.00	\$28.00	\$1,400.00	\$28.00	\$1,400.00	\$20.00	\$1,000.00
12. Storm Drainage Improvements										
a. 10" CL 3 Concrete Pipe	210	L.F.	\$20.00	\$4,200.00	\$29.00	\$6,090.00	\$20.00	\$4,200.00	\$24.00	\$5,040.00
b. Curb Inlet Catch Basin	2	EA.	\$500.00	\$1,000.00	\$840.00	\$1,680.00	\$850.00	\$1,700.00	\$700.00	\$1,400.00
c. Standard Catch Basin	2	EA.	\$500.00	\$1,000.00	\$530.00	\$1,060.00	\$800.00	\$1,600.00	\$700.00	\$1,400.00

d. Connect to Exgt. Storm Sewer	2	EA.	\$200.00	\$400.00	\$860.00	\$1,720.00	\$350.00	\$700.00	\$900.00	\$1,800.00
e. New Manholes	1	EA.	\$1,500.00	\$1,500.00	\$1,750.00	\$1,750.00	\$1,300.00	\$1,300.00	\$1,500.00	\$1,500.00
13. Signing, Pavement Markings and Pavement Markers	ALL	LUMP SUM	LUMP SUM	\$1,000.00	LUMP SUM	\$1.00	LUMP SUM	\$25.00	LUMP SUM	\$3,000.00
			TOTALS	\$61,840.00		\$49,968.30		\$55,510.00		\$90,520.00

WESTECH ENGINEERING INC.

BID DATE: Sept. 4, 1991

TIME: 10:00 am

PROJECT NO.

OWNER: CITY OF LEBANON

PROJECT: MARKET STREET IMPROVEMENTS

ITEM NO.	QUANTITY	UNIT	ENGINEERS ESTIMATE		NORTH SANTIAM PAVING		WILDISH PAVING CO.		MORSE BROS. INC.	
			UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1. Mobilization, Bonds Permits and Licenses	ALL	LUMP SUM	LUMP SUM	\$30,000.00	LUMP SUM	\$24,000.00	LUMP SUM	\$37,000.00	LUMP SUM	\$53,400.00
2. Temporary Traffic Control	ALL	LUMP SUM	LUMP SUM	\$8,000.00	LUMP SUM	\$3,450.00	LUMP SUM	\$5,000.00	LUMP SUM	\$30,000.00
3. Removal of Structures and Obstructions	ALL	LUMP SUM	LUMP SUM	\$12,000.00	LUMP SUM	\$7,200.00	LUMP SUM	\$3,000.00	LUMP SUM	\$15,000.00
4. Sawcut	1100	L.F.	\$1.50	\$1,650.00	\$1.25	\$1,375.00	\$1.75	\$1,925.00	\$2.00	\$2,200.00
5. Earthwork & Subgrade Preparation	ALL	LUMP SUM	LUMP SUM	\$27,000.00	LUMP SUM	\$27,000.00	LUMP SUM	\$42,700.00	LUMP SUM	\$99,600.00
6. Over Excavation & Aggregate Subbase	250	C.Y.	\$20.00	\$5,000.00	\$22.00	\$5,500.00	\$25.00	\$6,250.00	\$25.00	\$6,250.00
7. Crushed Rock Base	7000	TON	\$11.00	\$77,000.00	\$9.65	\$67,550.00	\$9.00	\$63,000.00	\$10.00	\$70,000.00
8. A.C. Pavement										
a. Class B (1st lift)	900	TON	\$40.00	\$36,000.00	\$34.54	\$31,086.00	\$28.00	\$25,200.00	\$36.00	\$32,400.00
b. Class C (2nd lift)	950	TON	\$40.00	\$38,000.00	\$34.54	\$32,813.00	\$30.00	\$28,500.00	\$36.00	\$34,200.00
9. Type A Curb & Gutter	2980	L.F.	\$7.50	\$22,350.00	\$5.70	\$16,986.00	\$8.00	\$23,840.00	\$6.00	\$17,880.00
10. PCC Sidewalk and Handicap Ramp (4" thick)	270	S.Y.	\$20.00	\$5,400.00	\$18.35	\$4,954.50	\$17.00	\$4,590.00	\$16.00	\$4,320.00
11. PCC Driveway (6" thick)	160	S.Y.	\$26.00	\$4,160.00	\$25.25	\$4,040.00	\$25.00	\$4,000.00	\$20.00	\$3,200.00
12. Storm Drainage Improvements										
a. 8" CL 3 Concrete	160	L.F.	\$18.00	\$2,880.00	\$22.60	\$3,616.00	\$18.00	\$2,880.00	19.00	\$3,040.00
b. 10" CL 3 Concrete Pipe	76	L.F.	\$20.00	\$1,520.00	\$31.45	\$2,390.20	\$19.00	\$1,444.00	\$24.00	\$1,824.00
c. 18" CL 3 Concrete Pipe	46	L.F.	\$28.00	\$1,288.00	\$34.90	\$1,605.40	\$29.00	\$1,334.00	40.00	\$1,840.00

d. 21" CL III Reinforced Concrete Pipe, C-76	380	L.F.	\$40.00	\$15,200.00	\$37.08	\$14,090.40	\$30.00	\$11,400.00	\$32.00	\$12,160.00
e. 24" CL III Reinforced Concrete Pipe, C-76	520	L.F.	\$48.00	\$24,960.00	\$37.38	\$19,437.60	\$32.00	\$16,640.00	\$35.00	\$18,200.00
f. Standard Catch Basin	8	EA.	\$500.00	\$4,000.00	\$530.00	\$4,240.00	\$800.00	\$6,400.00	\$700.00	\$5,600.00
g. New Manholes	3	EA.	\$1,500.00	\$4,500.00	\$1,750.00	\$5,250.00	\$1,200.00	\$3,600.00	\$1,500.00	\$4,500.00
h. Grade Storm Ditch	250	L.F.	\$3.00	\$750.00	\$8.00	\$2,000.00	\$17.00	\$4,250.00	\$20.00	\$5,000.00
i. Riprap	12	C.Y.	\$25.00	\$300.00	\$30.00	\$360.00	\$30.00	\$360.00	\$30.00	\$360.00
j. Connect to Extg. Storm Sewer	1	EA.	\$200.00	\$200.00	\$250.00	\$250.00	\$300.00	\$300.00	\$900.00	\$900.00
13. Adjust Extg. Structures to Grade	ALL	L.S.	LUMP SUM	\$1,500.00	LUMP SUM	\$1,450.00	LUMP SUM	\$1,500.00	LUMP SUM	\$3,000.00
14. Signing, Pavement Markings and Pavement Markers	ALL	L.S.	LUMP SUM	\$2,000.00	LUMP SUM	\$4,050.00	LUMP SUM	\$3,000.00	LUMP SUM	\$4,000.00
15. Barricades	1	EA.	\$300.00	\$300.00	\$500.00	\$500.00	\$450.00	\$450.00	\$1,000.00	\$1,000.00
16. Relocate Extg. Fire Hydrant	1	EA.	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,596.00	\$1,596.00
17. Traffic Signal, Complete	ALL	L.S.	LUMP SUM	\$130,000.00	LUMP SUM	\$80,000.00	LUMP SUM	\$80,000.00	LUMP SUM	\$78,000.00

=====

TOTAL - MARKET STREET IMPROVEMENTS
TOTAL CONSTRUCTION BID

\$457,158.00
\$518,998.00

\$366,194.10
\$416,162.40

\$379,563.00
\$435,073.00

\$509,470.00
\$599,990.00

AGENDA ITEM 5



CITY OF LEBANON

M E M O R A N D U M

TO: JOSEPH WINDELL
CITY ADMINISTRATOR

DATE: SEPTEMBER 5, 1991

FROM: JAMES P. RUEF
DIRECTOR OF PUBLIC WORKS *J PR*

SUBJECT: AGREEMENT WITH OSHD FOR TRAFFIC SIGNAL ON HWY 20

One of the more essential public improvements to be constructed as a result of the construction of a Wal-Mart store in Lebanon is the installation of a traffic signal on Highway 20 at Market Street. The Oregon State Highway Division (OSHD) has asked the City of Lebanon to enter into an agreement for the signal. Similar agreements exist between the City of Lebanon and OSHD for all existing signals on Highway 20 in Lebanon. The draft agreement will not be available until just before the September 11th City Council meeting but the important points in the agreement will be:

- * The City of Lebanon will be responsible for all costs associated with construction of the signal. This includes reimbursing the design review, controller testing, and construction inspection costs incurred by OSHD.
- * OSHD will own and maintain the signal once it is installed and approved by OSHD.
- * The City of Lebanon will pay the electrical power bill for the signal.

I will hand deliver the proposed agreement to the City Council at their September 11th meeting.

JPR/la

AGENDA ITEM 6



CITY OF LEBANON

M E M O R A N D U M

TO: JOSEPH WINDELL
CITY ADMINISTRATOR

DATE: SEPTEMBER 5, 1991

FROM: JAMES P. RUEF
DIRECTOR OF PUBLIC WORKS *JPR*

SUBJECT: AWARD OF BID FOR SLUDGE HAULING TRUCK

Bids have been received to purchase a new tractor-trailer combination sewage sludge hauling truck. This truck will replace the old tractor (1971 GMC converted dump truck) and the even older tanker trailer (1940's or 1950's vintage). To say that both have outlived their useful life is evident by their repair bills.

The new tractor has been designed to handle the weights it will be asked to carry. It will have the hydraulic capability to power a pump (mounted on the trailer) for emptying thicker sludge we will be hauling when the sludge thickening equipment is installed at the treatment plant in the summer of 1992. The transmission gear ratio and suspension were selected to accommodate the very rough terrain and low speeds it will be asked to negotiate as it spreads sludge on agricultural fields.

The 5,000 gallon tanker trailer is 1,000 gallons larger than the one we now use. It will be constructed of stainless steel to resist the corrosive cargo it will be carrying. There will be a hydraulically powered sludge pump mounted on the trailer to provide constant circulation of the sludge while in transit and to assist emptying the sludge out the splash plate at the rear of the tank. Fittings will also be installed to hook to our existing irrigation system for wet weather sludge disposal.

We received two bids from one supplier. It is my recommendation to award the bid for the Peterbilt truck to Environmental Pollution Control Inc. out of Portland Oregon for the total bid price of \$169,398. The total Capital Improvement Program budget for this truck is \$175,480.

JPR/la



CITY OF LEBANON

M E M O R A N D U M

TO: JAMES P. RUEF
DIRECTOR OF PUBLIC WORKS

DATE: SEPTEMBER 5, 1991

FROM: BRIAN HALL
MAINTENANCE SERVICES DIVISION MANAGER

SUBJECT: SLUDGE HAULING EQUIPMENT

As you are aware, bids were opened on the 20th of August for the new sludge hauling equipment. Fifteen different agencies requested a set of specifications and bid documents. Only one business however, bid to supply the equipment. I called other suppliers that had requested documents and found that they did not submit bids because of the highly specialized nature of the sludge tank trailer portion.

The one response we did get was from Environmental Pollution Control of Portland. They submitted a bid with an option of two different power units. One Navistar from International and one Peterbilt. Neither unit met specifications exclusively, however after study it was apparent either truck would work well for the intended service demand. After all consideration, because the Peterbilt was the least expensive of the two, I recommend we accept it.

It is my recommendation we accept Environmental Pollution Controls bid of \$169,898.00 for a new Peterbilt tractor, a 5,000 gallon tank trailer and all pumps, hydraulics, plumbing etc. as specified.

I am proposing one change from the equipment bid. While it was my intention to include aluminum wheels as part of a weight reduction package with other aluminum components, I was not after a particular custom look. In the specifications I used the term polished aluminum wheels generically in error. I recommend we delete the polish from the aluminum wheels saving \$500. The adjusted purchase price would then be \$169,398.00.

As you suggested I have spent the last week or week and a half looking at the availability of used equipment that would satisfy our requirements. In a short time it became clear that a tank trailer with the desired plumbing and hydraulics was not available in the used market. I turned my attention to used tractors to find out if there was something in the area in reasonable shape that would work well for us. I contacted many of the dealers that requested specifications and looked through one of the largest used equipment catalogs in the northwest, "My Little Salesman".

There are some used highway tractors but the gear ratio is too high for effective sludge application in the field. While wheel base and gear ratio can be changed for a price there is also a question of the front drive power take off. Most trucks and engines are able to accept a bolt on front hub. In most cases though, a hole needs to be cut out of the radiator for the front drive shaft. Without extensive testing, this modifications effect on cooling capacity cannot accurately be predetermined.

Sludge Hauling Equipment
Sept. 5, 1991
Page 2

Mixer trucks historically have been equipped with front drive equipment. There were no used ones that I came across locally and even if I had found one, it has been my experience that mixers are pretty well used up when they are traded in.

There are a few log trucks that could be shortened and have a lower gear ratio, but again the front power take off and cooling modifications are in question.

From what I have seen there is nothing available in the area of a used nature that closely matches the required specifications. Because this equipment we are preparing to purchase has a projected useful life of thirty plus years, I suggest we go ahead with a new unit as planned. I feel that the truck, pumps, piping and tank trailer will be designed and built for compatibility and longevity.

BH/la

Dealer	Meets All Min. Specs Y or N	Bid Price	Lists All Exceptions Y or N	Price Changes for Exceptions or Recommended Alterations	Adjusted Bid Price	Comments
ENVIRONMENTAL POLLUTION CONTROL PETERBILT	ALT. APPROVED AJ	169,898	Y	<500> DEDUCT DELETE POLISH FROM ALUMINUM WHEELS	169,398	BOTH TRACTORS WILL FILL SERVICE NEEDS RECOMMENDATION IS TO ACCEPT THE PETERBILT. Brian
ENVIRONMENTAL POLLUTION CONTROL NAVISTAR	ALT. APPROVED AJ	171,466	Y	<500> DEDUCT DELETE POLISH FROM ALUMINUM WHEELS	170,966	

ATTENDING BID OPENING:

- JIM RUEF, DIRECTOR OF PUBLIC WORKS
- BRIAN HALL, MAINT. DIV. MANAGER
- JIM CLARK, ENGINEERING DIV. MANAGER
- DENNY BARRETT, BRATTAIN INTERNATIONAL TRUCKS

AGENDA ITEM 7



CITY OF LEBANON
M E M O R A N D U M



TO: Joseph A. Windell
City Administrator

DATE: August 22, 1991

FROM: Safety Committee *KWA Foot*

SUBJECT: City Safety Policy and Safety Committee Policy

At the August 21, 1991, Safety Committee meeting the committee voted unanimously to recommend the attached policies. The new Safety Policy, if adopted, would be an update of the current Safety Policy. The Safety Committee Policy would be adopted as a new document.

The Safety Committee recommends that the city adopt the updated Safety Policy and the new Safety Committee Policy.

ref
Attachments

CITY OF LEBANON

SAFETY POLICY

SAFETY POLICY STATEMENT

It is the policy of the City of Lebanon to protect the safety and health of our employees. Injury and illness losses from accidents are needless, costly, and preventable. The City has established a safety and health program adapted to fundamental safety and health concepts that will help us prevent injury and illness due to hazards. Employee involvement at all levels of the City is critical for us to be successful in this effort. To accomplish this task, a joint worker/management safety committee has been established. Its purpose is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in the workplace. This safety committee assists the City of Lebanon in making recommendations for change.

MANAGEMENT

Management's responsibility is the prevention of injury and illness accidents, because management is held accountable for all aspects under their span of control. Management provides direction and full support to supervision and employees of all safety and health procedures, job training and hazard elimination practices. We must keep fully informed on safety and health areas throughout the City in order to constantly review the effectiveness of our safety and health program.

SUPERVISION

Supervisors are directly responsible for supervising and job training of their workers. This includes proper procedures, work practices and safe methods to do their job. Supervisors must enforce City rules and take immediate corrective action to eliminate hazardous conditions and practices. They will not permit safety to be sacrificed for any reason. In addition, they will be held accountable for all safety and health aspects.

SAFETY COMMITTEE

The safety committee consists of management and employee representatives who have an interest in the general promotion of safety and health for the City of Lebanon. The committee is responsible for making recommendations on how to improve safety and health in the workplace. They have been charged with the responsibility to define problems and remove obstacles to accident prevention; identify hazards and suggested corrective actions; help identify employee safety training needs and to establish accident investigation procedures for the City of Lebanon.

EMPLOYEES

Each employee, regardless of their position within the company, is expected to cooperate in all aspects of the City's safety and health program. Some major points of the City's safety and health program require that:

Accidents must be reported immediately to your supervisor.

Required personal protective equipment (to include seatbelts) be worn by all employees. There are no exceptions.

In the application of their jobs, during breaks, and lunch times OR-OSHA rules, Oregon Revised Statutes, and good common sense be followed.

Hazardous conditions or other safety and health concerns be reported to your supervisor immediately.

Employees participate in safety committee activities, and support safety committee membership.

Each employee has personal responsibility for their own safety and health as well as the safety and health of co-workers. If everyone does their part by doing what is necessary to ensure workplace safety and health, we all benefit.

No job is so important that we cannot take time to do it safely.

City Administrator

Date

Mayor

Date

CITY OF LEBANON**SAFETY COMMITTEE POLICY STATEMENT****INTRODUCTION:**

The City of Lebanon is committed to accident prevention in order to protect the safety and health of all our employees. Injury and illness losses due to hazards are needless, costly, and preventable. To prevent these losses, a joint management/worker safety committee has been established. Employee involvement in accident prevention and support of safety committee members and activities is necessary to ensure a safe and healthful workplace.

PURPOSE:

The purpose of our safety committee is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in the workplace. The safety committee will assist management and make recommendations for change.

ORGANIZATION:

There shall be five employee and two employer representatives. Employee representatives shall be volunteers or elected by their peers. If no employees volunteer or are elected they may be appointed by management. Employer representatives will be appointed. Safety committee members will serve a continuous term of at least one year. Length of membership will be staggered so that at least one experienced member is always serving on the committee.

EXTENT OF AUTHORITY:

It must be clearly understood that the safety committee advises management on issues that will promote safety and health in the workplace. Written recommendations are expected from the safety committee and they will be submitted to management. In turn, management will give serious consideration to the recommendations submitted and will respond in writing to the committee within a reasonable time limit.

FUNCTIONS: Objectives and Duties**Management Commitment to Workplace Safety/Health:**

Submit written recommendation for safety and health improvements/changes response.

Review corrective action taken by management.

Evaluate the City's safety and health policies/procedures.

Respond in writing to safety committee recommendations.

ESTABLISH procedures for review and management's response to minutes.

Committee Meetings and Employee Involvement:

ESTABLISH procedures for employee input, i.e. to receive suggestions, report hazards, and other pertinent safety/health information.

Include employee input on agenda for safety committee meeting.

Hold monthly meetings (except months when quarterly inspections are done).

Keep meeting minutes for three (3) years to be made available for inspection by OR-OSHA.

Develop and make available a written agenda for each meeting.

Take meeting minutes and distribute to management and the safety committee members.

Include all recommendations in the meeting minutes.

Hazard Assessment and Control:

ESTABLISH procedures for at least quarterly inspections to identify hazards.

Appoint an inspection team of at least one (1) employee representative and one (1) employer representative.

Make written report of hazard location discovered during quarterly inspection.

Review corrective measures for adequacy. Make written recommendation to correct hazard(s); and to submit to management for timely response.

Safety and Health Planning:

ESTABLISH procedures to review inspection reports and make appropriate implementation of new safety/health rules and work practices.

DEVELOP/ESTABLISH procedures to conduct annual review of employers' accident prevention program.

Accountability:

Evaluate employer safety/health accounting system for supervisors and employees.

Accident and Incident Investigations:

ESTABLISH procedures for investigating safety/health incidents and accidents so that recommendations can be made for appropriate corrective action to prevent recurrence.

Safety and Health Training:

Discuss the safety committee purpose and operation with all safety committee members, Rules 437-40-030 through 437-40-055 and their application, and method of conducting safety committee meetings.

Have accessible all applicable OR-OSHA safety/health codes that apply to the City.

Provide instruction on "how to" use OR-OSHA Codes.

Provide training based City business activity. Minimum requirements are hazard identification in the workplace and principles regarding effective accident and incident investigation.

Others as determined by the City:**RECOMMENDATIONS:**

All recommendations submitted to management must be written and should:

- Be clear and concise
- Provide reasons for implementation
- Show implementation costs and recommended completion dates
- List benefits to be gained

PROCEDURES:

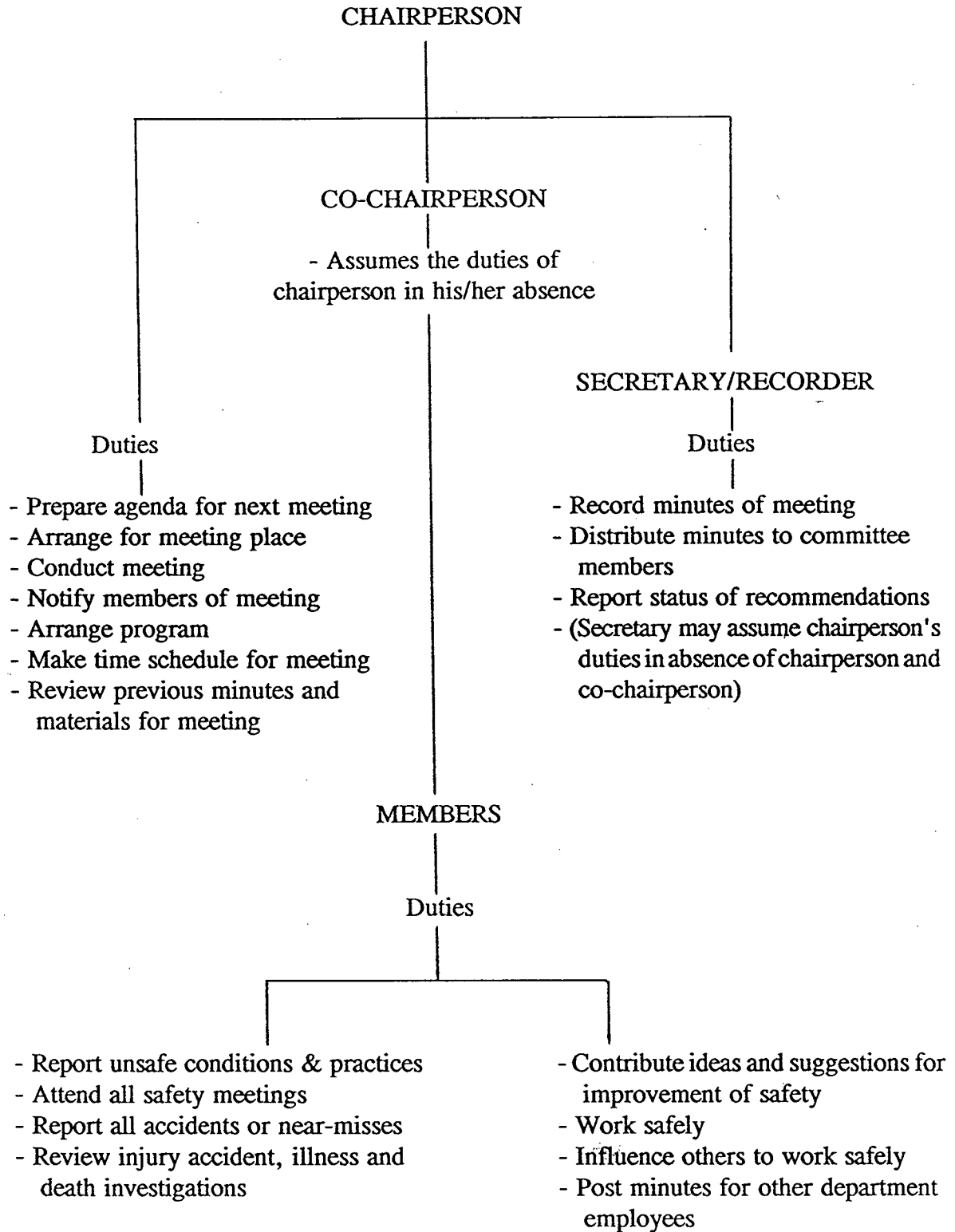
The committee's plan of action requires procedures by which the committee may successfully fulfill its role. Procedures developed should include but not be limited to:

- Meeting date and time
- Meeting location
- Election of chairperson, co-chairperson, and secretary
- Order of business
- Records
- Duties of each member:
 - report unsafe conditions and practices
 - attend all safety and health meetings
 - review all accidents and near-misses
 - recommend ideas for improving safety and health
 - work in a safe and healthful manner: Set an example
 - observe how safety and health is enforced in the workplace
 - complete assignments given to them by the chairperson
 - act as a work area representative in matters pertaining to

health and safety

- others as determined by the City safety and health needs

SAFETY COMMITTEE ORGANIZATIONAL CHART:



SUMMARY:

Only the planning and effective joint leadership of management and the safety committee can build a program which lasts. The safety committee shall be a constructive entity, providing guidance and leadership in matters pertaining to the overall health and safety of the company.

Signature
Chairperson

Date

Signature
City Administrator

Date

AGENDA ITEM 8



CITY OF LEBANON
M E M O R A N D U M

TO: MAYOR AND CITY COUNCIL DATE: SEPT. 5, 1991

FROM: *Joseph A. Windell*
 JOSEPH A. WINDELL, CITY ADMINISTRATOR

SUBJECT: CONTRACT AMENDMENT TO LINN COUNTY SERVICE AGENCY AGREEMENT

As you may recall, the City of Lebanon became a part of the Linn County Service Agency (LCSA) which acts as a community service coordinator. The original agreement is in your agenda packet.

After several months of operation, it has become necessary to provide more funding to support this program. The proposed amendment would allow LCSA to charge member organizations 50% of minimum wage and 100% to non-members for work performed.

I recommend that the City Council approve this amendment and authorize the Mayor and I to sign the amendment.

FILED DEC 8 (2)
DEC 5 1990

STEVE DRUCKENMILLER, Clerk
By Teresa K. Rubin Deputy

INTERGOVERNMENTAL AGREEMENT

This agreement is entered into pursuant to ORS 190.003 to 190.110. It is between the City of Albany, City of Lebanon, City of Sweet Home, and the City of Scio, and Linn County, which are referred to herein, individually and collectively, as "Member" or "Members". As set out below, additional units of local government may be added as Members at some time in the future.

There was formed on January 24, 1990, an entity which is a "Council of Governments" as defined in ORS 294.900, and which is also an "Agency", as defined in ORS 137.126(2) and which is also a "Public body", as defined in ORS 30.260(4), to be known as Linn Community Service Agency ("LCSA"). The purpose of LCSA is to provide an umbrella organization to which the Circuit, District and Justice Courts, and the Municipal Courts of the Members, may sentence convicted offenders to perform community service as that term is defined in ORS.137.126(1), and to coordinate community services. The members were the City of Albany and Linn County. This agreement is to add the Cities of Lebanon, Sweet Home, and Scio as members.

LCSA shall be governed by a Board of Directors composed of each Commissioner of the Board of County Commissioners for Linn County, and one Director appointed by the governing body of each other member.

The Board of Directors may provide for an administrator of LCSA. Until such time as the Board of Directors so provides, LCSA shall be administered by the Director of the Linn County Information, Referral and Volunteer Service (Linn CIRVS), whose services shall be paid through June 30, 1991, or until such earlier time as present grant funding is

1 - INTERGOVERNMENTAL AGREEMENT
LCSA/Albany/Lebanon/Sweet Home/Scio

terminated, by Linn County without charge to LCSA, and whose rights as an employee of Linn County shall be unaffected by this agreement.

It is specifically agreed that to accomplish the purpose set out herein, LCSA shall have authority to apply for and receive grants of money, property or services, to employ workers, to enter into contracts, including contracts for insurance, to own or rent real or personal property and to sue, be sued, and settle claims pursuant to ORS 30.310 to 30.400.

The functions and activities to be performed by LCSA include:

Coordinate and administer community service programs for members, including the supervised Work Crew Program and the Community Service Placement Program described in the Linn County Community Corrections Local Plan, and the Juvenile Community Service Program described in the Linn County Juvenile Services Plan; and

Such other community service tasks approved by the Board of Directors.

It is not contemplated that any revenue in excess of expenses will be generated by LCSA; in the event that there is a revenue in excess of expenses, that in the judgment of the Board of Directors is not needed as a cash reserve, the excess shall be returned to the Members, in proportion to the contributions of the members, whether in cash, property or services.

In the event that this agreement is terminated, any net assets remaining after all obligations of LCSA have been fulfilled, shall be distributed to the Members, in proportion to the contributions of the members, whether in cash, property or services.

The term of this agreement is perpetual; however, this agreement may be amended upon written agreement of all the members, and may be

DEC 11 1990

terminated as of June 30 of any year if the member who wishes to terminate has given written notice of termination not later than March 31 of the year of termination.

Additional units of local government may apply to become Members of LCSA by petitioning the existing Members; the existing Members may allow additional Members, upon such terms and conditions as may be imposed, by affirmative vote of at least two-thirds of the existing members of the Board of Directors.

This agreement is effective immediately upon execution by the governing bodies of each of it's Members.

DATED: August 2, 1990

DATED: September 5, 1990

For the CITY OF ALBANY:

For Linn County
BOARD OF COMMISSIONERS:

[Signature]
Steve Bryant, City Manager
[Signature]
Keith Rohrbough, Mayor

[Signature]
Richard Stach, Chairperson
[Signature]
David R. Schmidt, Commissioner
[Signature]
Larry J. Johnson, Commissioner

For the CITY OF LEBANON:

APPROVED AS TO FORM:

[Signature]
Joseph A. Windell, City Administrator
[Signature]
Robert G. Smith, Mayor

[Signature]
Allison Smith
Linn County Legal Counsel
No. 90-~~553~~ 553

APPROVED AS TO FORM:

[Signature]
Thomas A. McHill OSB #81312
Lebanon City Attorney

DEC 11 1990

For the CITY OF SWEET HOME:

Dave Holley

Dave Holley, Mayor

Jeri L. Chenelle

Jeri L. Chenelle
City Manager

For the CITY OF SCIO:

Mary VanAgtmael

Mary VanAgtmael, Mayor

Joyce M. Morse

Joyce Morse, Manager/Recorder

AMENDMENT NUMBER ONE TO INTERGOVERNMENTAL AGREEMENT

LINN COMMUNITY SERVICE AGENCY

WHEREAS, the undersigned have entered into an Intergovernmental Agreement pursuant to the provisions of ORS 190.003 to 190.110, and

WHEREAS, said Linn Community Service Agency (LCSA) is governed by a Board of Directors composed of each Commissioner of the Board of County Commissioners for Linn County, and a Director appointed by the governing body of each other member, and,

WHEREAS, LCSA is a functioning agency, the member agencies being Linn County, The City of Albany, The City of Lebanon, The City of Sweet Home, and the City of Scio, and,

WHEREAS, after several months of continuing operation, it has become apparent to the governing board that additional funds will have to be generated in order to continue an adequate and efficient operation and the Board has discussed in detail the concept of asking member and non-member agencies who receive work crew services to pay a nominal fee for the labor performed, NOW, THEREFORE, the Intergovernmental Agreement is hereby amended by the addition of the following provision:

Fee for Services:

Where work crew services are furnished by LCSA, an hourly charge per worker may be made for services rendered. Hourly charges, within the maximum set forth below, shall be set by the Board of Directors of the Agency at least annually. The charge which may be levied against member agencies will be limited to a maximum of 50% of the prevailing minimum wage. Services which are performed for non-member agencies will be charged at no more than 100% of the minimum prevailing wage. Work crew services will be provided only to member agencies and to units of government or not-for-profit agencies. The Board shall have the right to enter into a contract for work crew services.



LINN COMMUNITY SERVICE AGENCY
P.O. Box 100, Albany, Oregon 97321
Old Armory Building, 4th & Lyons Streets (upstairs)
Phone: 967-3800

COMMUNITY SERVICE WORKCREW
Statistics for August through June
1990 - 1991

	8/90-5/91	Jan.	Feb.	Mar.	April	May	June	Totals
Clients referred	139	20	22	29	24	27	14	275
Man days scheduled	590	173	157	213	186	163	226	1708
- Many days worked	437	130	121	126	98	110	127	1149
Crew days worked	73	17	16	19	16	14	18	173
Hours worked	3438	975	891	945	735	825	952	8761
Completions	46	10	10	16	16	12	11	121
Cases closed	21	8	4	3	0	7	13	56
\$ value of work (Min. wage)	15047	4631	4232	4111	3491	3919	4522	39953

1990-91 Wrap-up

By the end of June, 1991, the workcrew had been in operation for 11 months. During that time the courts had referred 275 offenders for workcrew labor.

Of the 275 referrals, 216 intakes have been completed or 80 percent; 10 percent are pending intake and 10 percent have been closed out for various reasons.

It has been observed that offenders who complete workcrew days and then ask to have fines or community service converted to workcrew are not as successful the second time around. Perhaps the cause might be that fines or community service hours are usually quite large and result in a considerable number of workcrew days. Completion success seems to reach an optimum with a maximum mandate between 10 to 15 days of service.

Of the offenders going through intake, there were 11 cases that reoffended making a recidivism rate of 5 percent.

Reasons for cases being closed before completion ran the gamut from physical inability, no transportation, absconded, paid a fine, to jail time and probation revoked.

Project Distribution to Members.

There were 173 workcrew project days available. The following shows distribution by days of service and percentage of total days available.

	Days	Percentage
Linn County.	89.	52%
Sweet Home	30.	17%
Albany	25.	15%
Lebanon.	18.	10%
Scio	6.	3%
State Corrections.	5.	3%

Projects

Albany

5 Sanding woodwork at Maple Lawn House
 1 Loading concrete
 1 Dirt fill, rose beds at Eleanor Park
 18 Brush/trees/blackberries

Linn County

15 Linn County Fairgrounds
 21 Litter Patrol, Linn Co. Roads
 1 Courthouse, digging up sprinkling system
 3 Beaver dams at John Neal Park
 49 Removing brush/blackberries/trees

Sweet Home

30 Removing blackberry vines and brush
 mainly around Foster Lake area

Lebanon

2 Curb cleaning preparatory to painting house numbers
 1 Lebanon Senior Center cleaning out the attic
 2 Building street barricades
 13 Blackberry clearing

Scio

6 Clearing blackberry vines

State Corrections

2 Moving offices to new location
 3 Raking leaves and sweeping parking lot

AGENDA ITEM 9



CITY OF LEBANON

M E M O R A N D U M

TO: Joseph Windell
City Administrator

DATE: September 5, 1991

FROM: Jim Ruef
Director of Public Works *JR*

SUBJECT: Sidewalk Repair at 990 River Street

Engineering staff has been working with the property owner at 990 River Street to repair a tripping hazard. Attached is a memo which reviews what has happened to date. So far, only a "patch" of the tripping hazard has been done. Our policy and practice has been to replace sidewalk panels to remove hazards.

We have made repeated attempts to work with the property owners to resolve this matter, with no success. The next step is for the Council to approve a resolution directing the repair to be done. After a 60 day period from resolution approval, we have the ability to repair the hazard at the property owner's expense.

Fred and Patricia Pynes, owners of the property at 990 River Street, have been notified of the resolution to be considered at the September 11 Council meeting.

Action Requested

I recommend the Council approve the attached resolution for repair or replacement of sidewalk at 990 River Street.

C: Jim Clark, Engineering Services Division Manager



CITY OF LEBANON

M E M O R A N D U M

TO: JIM CLARK
ENGINEERING DIVISION MANAGER

DATE: JULY 26, 1991

FROM: GAYLAN MORRIS
ENGINEERING TECHNICIAN *GM.*

SUBJECT: 990 RIVER STREET SIDEWALK

The City of Lebanon received a complaint regarding a tripping hazard along the southern property line of 990 River Street. Investigation of the complaint revealed that the sidewalk had sunken over 1/2 inch.

Letters were sent to the property owners, Mr. & Mrs. Pynes, requesting them to repair the sidewalk. Upon the receipt of my second letter a "patch" had been done to remove the tripping hazard. This practice is not acceptable and the property owner was notified that the sidewalk needed to be replaced.

Mr. Pynes did not respond to any of the letters till the mention of their lack of cooperation (7-11-91), which also informed them of a resolution forcing the replacement of the sidewalk. Attempts to have the sidewalk repaired were also conducted in 1987.

Attached is a resolution forcing the property owner to have the sidewalk repaired within sixty (60) days after being passed by City Council. The Pynes have been notified of the August 7 meeting as directed by Lebanon Municipal Code.



LEBANON CITY HALL

925 MAIN STREET
LEBANON, OREGON 97355

December 18, 1990

Fred & Patricia Pynes
990 River St.
Lebanon, OR 97355-3200

Dear Mr. & Mrs. Pynes,

The City of Lebanon has received a complaint regarding the sidewalk adjacent to your property at 990 River Street. Upon investigation of the complaint, it was discovered that along the southern edge of your property, the sidewalk has sunk and is a tripping hazard.

Chapter 12 of the Lebanon Municipal Code states that it is the responsibility of the property owner to maintain the sidewalk adjacent to their property. The City of Lebanon hereby requests that you please have the damaged 10 foot section of sidewalk repaired.

Enclosed is information for the Sidewalk Incentive Program, and specifications for sidewalk repair. The Incentive Program will help pay for some of the costs for repair or replacement of the sidewalk. If you have any questions or concerns, please feel free to call me at 451-7442, ext. 496.

In order to assist your better, copies of this letter are being sent to City Council Members Ron Miller and Ken Toombs.

Sincerely,

Gaylan Morris Jr.
Engineering Tech.

Enclosed:

ACCOUNTS PAYABLE	451-7449	BUILDING	451-7431	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
ASSESSMENT BILLING	451-7449	FAX MACHINE	451-1260	WATER & WASTEWATER BILLING	451-7449



LEBANON CITY HALL

925 MAIN STREET
LEBANON, OREGON 97355

February 19, 1991

Fred & Patricia Pynes
990 River Street
Lebanon, OR 97355-3200

Dear Mr. & Mrs. Pynes,

In regard to the letter sent to you December 18, 1990, the City of Lebanon requested that the sidewalk adjacent to your property at 990 River Street be repaired. The sidewalk has sunken causing a tripping hazard for pedestrians.

In accordance with Chapter 12 of the Lebanon Municipal Code, the property owner is responsible for maintaining the sidewalk adjacent to their property. The City of Lebanon hereby requests that you please have the damaged 10 foot section of sidewalk repaired.

Enclosed is information for the Sidewalk Incentive Program and specifications for sidewalk repair. The Incentive Program will help pay for some of the repair costs of the sidewalk. If you have any questions or concerns, please feel free to call me at 451-7442, ext. 496.

In order to serve you better, copies of this letter are being sent to Lebanon City Council Members Ron Miller and Ken Toombs.

Sincerely,

Gaylan Morris Jr.
Engineering Tech.

Enclosed:

xc: Council Member Ron Miller
Council Member Ken Toombs

ACCOUNTS PAYABLE	451-7449	BUILDING	451-7431	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
ASSESSMENT BILLING	451-7449	FAX MACHINE	451-1260	WATER & WASTEWATER BILLING	451-7449



LEBANON CITY HALL

925 MAIN STREET
LEBANON, OREGON 97355

April 22, 1991

Fred & Patricia Pynes
990 River Street
Lebanon, OR 97355

Dear Mr. & Mrs Pynes:

In reference to letters sent to you (12-18-90 & 2-19-91) requesting the repair of sidewalk adjacent to your southern property line. The sidewalk is damaged enough to be a tripping hazard to pedestrians. Investigation has revealed that an attempt has been made to repair the sidewalk.

Unfortunately the repair made is not acceptable according to City specifications. The tree planted between the curb and sidewalk will possibly cause even more damage in the future. As you are aware it is the property owners responsibility to maintain the sidewalk adjacent to their property.

The City of Lebanon hereby request that you please have the damaged 10 foot section of sidewalk replaced. To help cover some of the costs for construction of the sidewalk, you may apply for the Sidewalk Incentive Program. This program provides a free right of way permit and pays you \$3.15 per foot of sidewalk.

If you have any questions or concerns, please feel free to call me at 451-7442, ext. 496. In order to serve your better copies of this letter are being to Lebanon City Council Members Ron Miller and Ken Toombs.

Sincerely,

Gaylan Morris Jr.
Engineering Tech.

xc: Council Member Ron Miller
Council Member Ken Toombs

ACCOUNTS PAYABLE	451-7449	BUILDING	451-7431	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
ASSESSMENT BILLING	451-7449	FAX MACHINE	451-1260	WATER & WASTEWATER BILLING	451-7449



LEBANON CITY HALL

925 MAIN STREET
LEBANON, OREGON 97355

July 11, 1991

Fred & Patricia Pynes
990 River Street
Lebanon, OR 97355

Dear Mr. & Mrs. Pynes,

It has been almost six months since the City of Lebanon requested you to repair the sidewalk adjacent to your property at 990 River Street. The sidewalk is damaged enough to be a tripping hazard to pedestrians.

The attempt to repair the sidewalk is not acceptable and does not meet city specifications. Although it does alleviate some of the hazard it does not remove the problem. Due to the lack of cooperation and assistance in resolving this matter, we will be presenting a resolution to the Lebanon City Council to order the replacement of the damaged sidewalk. This will take place at the August 7th meeting.

If the resolution is passed it will require you to repair the sidewalk within sixty (60) days. If the sidewalk is not repaired within this time period the City of Lebanon will hire a contractor to do the repairs. All costs associated with the repairs will be placed as a lien against the property.

You shall be notified when the resolution is to be presented to the City Council. If you have any questions or concerns, please feel free to call me at 451-7496. In order to serve you better, copies of this letter are being sent to Council Members Ron Miller and Ken Toombs.

Sincerely,

Gaylan Morris, Jr.
Engineering Tech.

xc: Council Member Ron Miller
Council Member Ken Toombs

ACCOUNTS PAYABLE	451-7449	BUILDING	451-7431	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
ASSESSMENT BILLING	451-7449	FAX MACHINE	451-1260	WATER & WASTEWATER BILLING	451-7449



LEBANON CITY HALL

925 MAIN STREET
LEBANON, OREGON 97355

August 23, 1991

Fred & Patricia Pynes
990 River Street
Lebanon, OR 97355

Dear Mr. & Mrs. Pynes,

The August 28th meeting of the Lebanon City Council has been rescheduled for September 11, 1991. The resolution regarding sidewalk repair at 990 River Street will be presented at that time. You are welcome to attend this meeting, which will be held at the Lebanon School District Administration Board Room at 7:30 p.m.

I apologize for the delay and appreciate your patience regarding this matter. If you have any questions or concerns, please feel free to call me at 451-7496.

Sincerely,

Gaylan Morris, Jr.
Gaylan Morris, Jr.
Engineering Tech.

ACCOUNTS PAYABLE	451-7449	BUILDING	451-7431	PLANNING	451-7435
ADMINISTRATION	451-7421	ENGINEERING	451-7433	PUBLIC WORKS	451-7437
ASSESSMENT BILLING	451-7449	FAX MACHINE	451-1260	WATER & WASTEWATER BILLING	451-7449

A RESOLUTION REGARDING)
SIDEWALK REPLACEMENT IN THE)
CITY OF LEBANON)

RESOLUTION NO. _____
for 1991

WHEREAS, the City Engineer has recommended that the sidewalks within Lebanon city limits be replaced due to cracks.

WHEREAS, such regulation is deemed to be reasonable and necessary for the safe movement of pedestrians within the City of Lebanon.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

The sidewalk adjacent to the property at 990 River Street, owned by Fred & Patricia Pynes, be replaced in accordance to Chapter 12 of the Lebanon Municipal Code.

If the Sidewalk is not repaired or replaced within 60 days of the date of this resolution, the City Engineer shall cause the repair or replacement of the sidewalk and the costs associated with the repairs or replacement shall be placed as a lien against the property.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1991.

Mayor

ATTEST:

City Administrator

AGENDA ITEM 10



CITY OF LEBANON

M E M O R A N D U M

TO: Joseph Windell
City Administrator

DATE: September 5, 1991

FROM: Jim Ruef
Director of Public Works *JRR*

SUBJECT: No Parking Zone on Park Street

Engineering staff has investigated a vision complaint regarding the southwest corner of Sherman and Park streets. Attached is a memo which summarizes the situation and recommends extending the existing no parking zone.

The affected property owners have been contacted about the recommended change. No response has been received.

Action Requested

I recommend the Council approve the attached resolution prohibiting parking on this portion of Park Street.

C: Jim Clark, Engineering Services Division Manager



CITY OF LEBANON
M E M O R A N D U M

TO: JIM CLARK
ENGINEERING DIVISION MANAGER

DATE: JULY 18, 1991

FROM: GAYLAN MORRIS
ENGINEERING TECHNICIAN *GM*

SUBJECT: NO PARKING ZONE ALONG PARK STREET

The City of Lebanon received a request from Mr. Bob Robertson to alleviate a vision problem at the southwest corner of Sherman Street and Park Street. According to Mr. Robertson, the furniture store, at the above corner, has been parking their delivery truck in a location that limits the motorists vision.

Investigation of the problem revealed that east bound traffic on Sherman Street cannot see north bound traffic on Park Street while the delivery van is parked adjacent to the west side curb of Park Street.

By adding 18 feet of no parking to an existing 30 feet will allow motorists a better field of vision and alleviate the risk of an accident. Attached is a resolution and a map indicating the proposed no parking extension.

A letter has been sent to the property owner and the furniture store requesting their input to the proposed no parking zone.

A RESOLUTION PROHIBITING STREET)
PARKING ON A PORTION OF PARK ST.)

RESOLUTION NO. _____
for 1991

WHEREAS, the City Engineer has recommended that parking be prohibited to on a portion of Park Street between Sherman Street and Grant Street; and,

WHEREAS, such regulation is deemed to be necessary for the safe movement of traffic in the City of Lebanon,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Parking shall be prohibited on the west side of Park Street beginning at a point approximately 30 feet from the southern curb line of Sherman Street and extending southward a distance of 18 feet.

Suitable signs shall be erected and/or markings painted and such designation shall be part of the traffic regulation of the city of Lebanon.

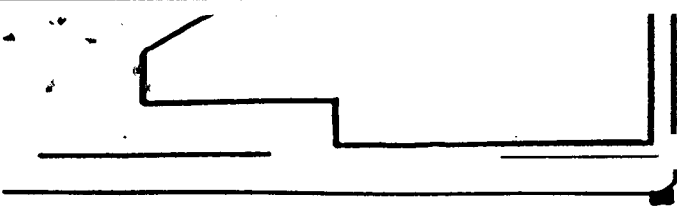
This Resolution supersedes and replaces conflicting portions of previous Resolutions governing parking at this location.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1991.

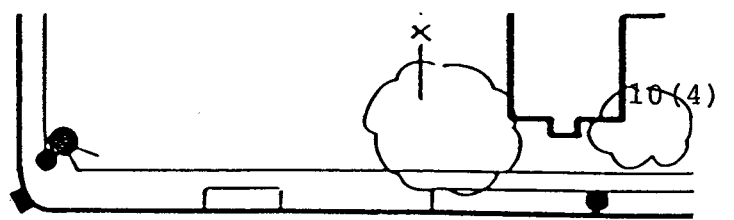
Mayor

ATTEST:

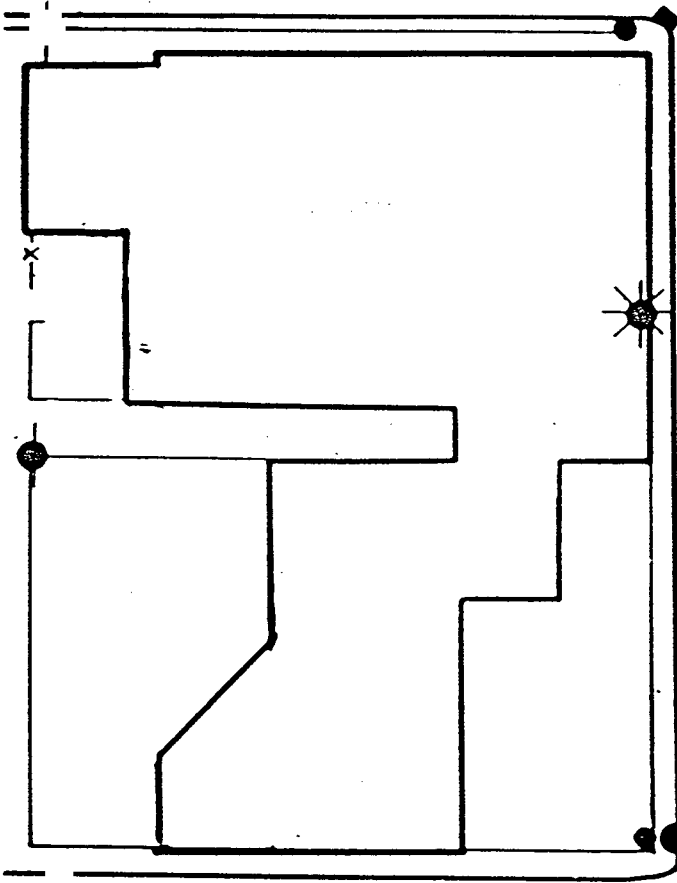
City Administrator



20

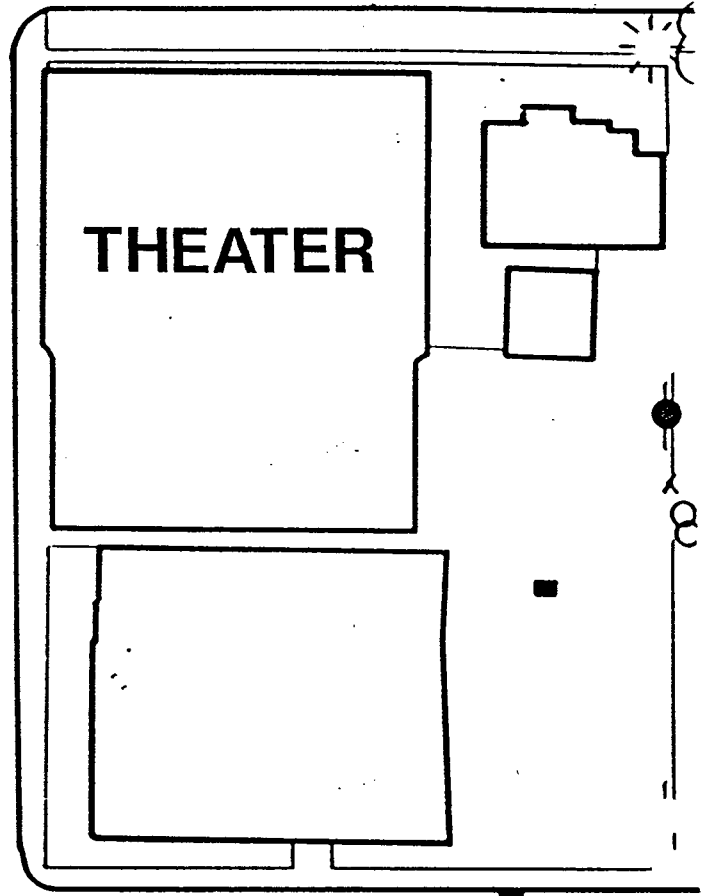


SHERMAN

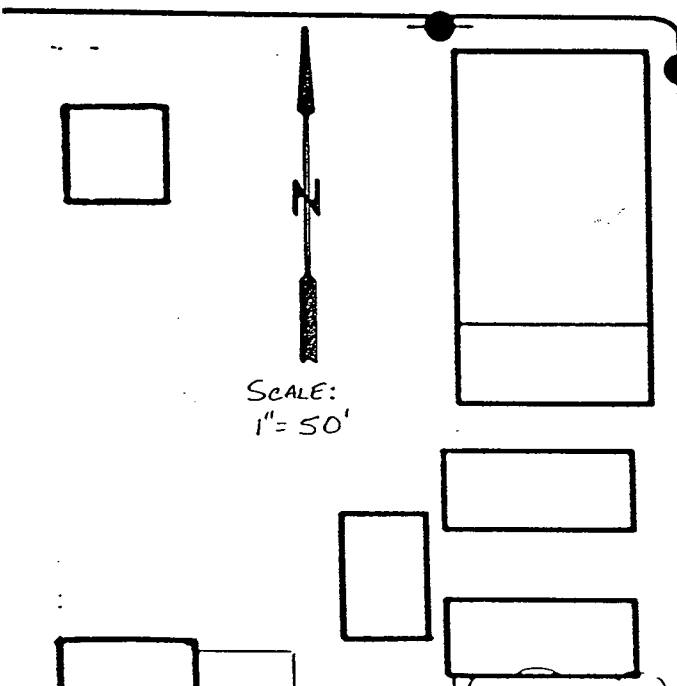


30'
NP
18'
NO
PARKING
ZONE

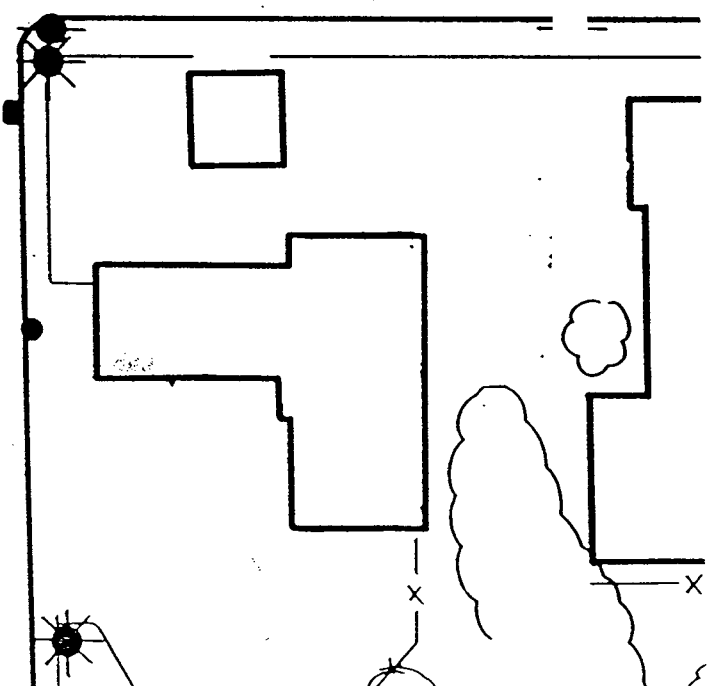
HWY



GRANT



SCALE:
1" = 50'





CITY OF LEBANON
M E M O R A N D U M

TO: Joseph Windell
City Administrator

DATE: September 5, 1991

FROM: Jim Ruff
Director of Public Works *JRR*

SUBJECT: No Parking Zone on Second Street

Engineering staff has investigated a vision complaint regarding Second Street adjacent to the Telephone Utilities parking lot. Attached is our memo which summarizes the situation and recommends adding a no parking zone.

The affected property owners have been contacted about the recommended change. The Telephone Utilities have responded, stating that they concur with staff's recommendation.

Action Requested

I recommend the Council approve the attached resolution prohibiting parking on this portion of Second Street.

C: Jim Clark, Engineering Services Division Manager



CITY OF LEBANON
M E M O R A N D U M

TO: JIM CLARK
ENGINEERING DIVISION MANAGER

DATE: JULY 17, 1991

FROM: GAYLAN MORRIS
ENGINEERING TECHNICIAN *GM*

SUBJECT: SECOND STREET NO PARKING RESOLUTION

The City of Lebanon received a request from Mr. Daryl Baker (7-16-91) to remove a parking space along Second Street or designate it as a compact car zone. Investigation of the request revealed that a 20 foot parking space is located between two driveway approaches.

A minor accident had occurred at this location earlier this year involving a bicyclists on the sidewalk and a motorists attempting to enter the parking lot. According to Mr. Baker, the driver of the vehicle could not see the bicyclists due to a van parked in the above location.

In order to avoid such accidents in the future and allow motorists entering and exiting a better field of vision, it is recommended that the parking space be designated as a no parking zone. A letter has been sent to the Telephone Utilities, the property owner of the affected lot, for their input and suggestions.

Attached is the resolution and a map showing the proposed no parking zone. Also attached is a copy of the letter the City of Lebanon received from Mr. Baker.

A RESOLUTION PROHIBITING STREET)
PARKING ON A PORTION OF 2ND ST.)

RESOLUTION NO. _____
for 1991

WHEREAS, the City Engineer has recommended that parking be prohibited on a portion of Second Street between Maple Street and Oak Street; and,

WHEREAS, such regulation is deemed to be necessary for the safe movement of traffic in the City of Lebanon,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Parking shall be prohibited on the east side of Second Street beginning at a point 62 feet from the southern curb line of Maple Street and extending southward a distance of 20 feet.

Suitable signs shall be erected and/or markings painted and such designations shall be part of the traffic regulation of the City of Lebanon.

This Resolution supersedes and replaces conflicting portions of previous Resolutions governing parking at this location.

Passed by the Council by a vote of _____ for and _____ against and approved by the Mayor this _____ day of _____, 1991.

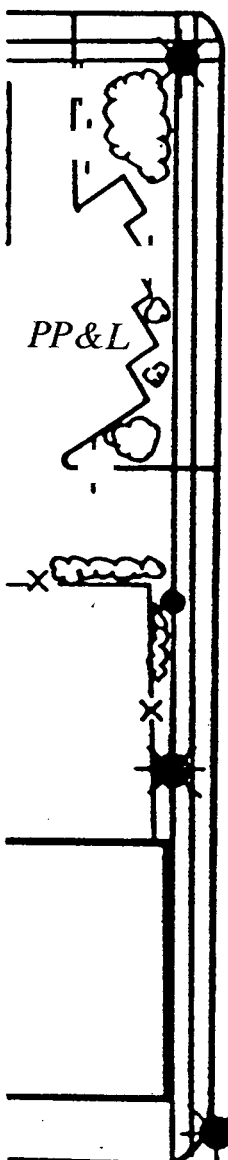
Mayor

ATTEST:

City Administrator

TELEPHONE
UTILITIES

MAPLE STREET



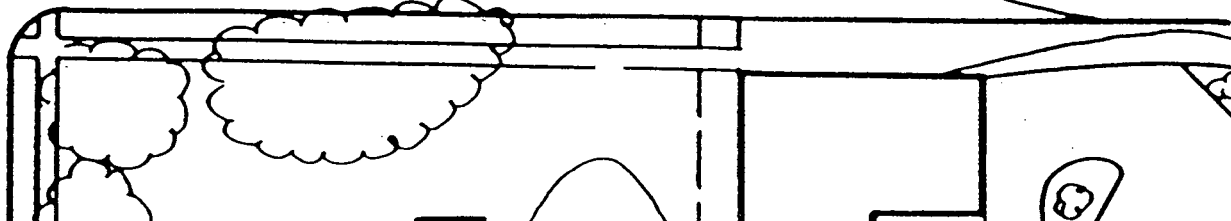
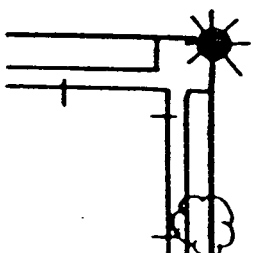
62'
20'
N.P.

2ND STREET

PARKING
LOT

Scale: 1"=50'

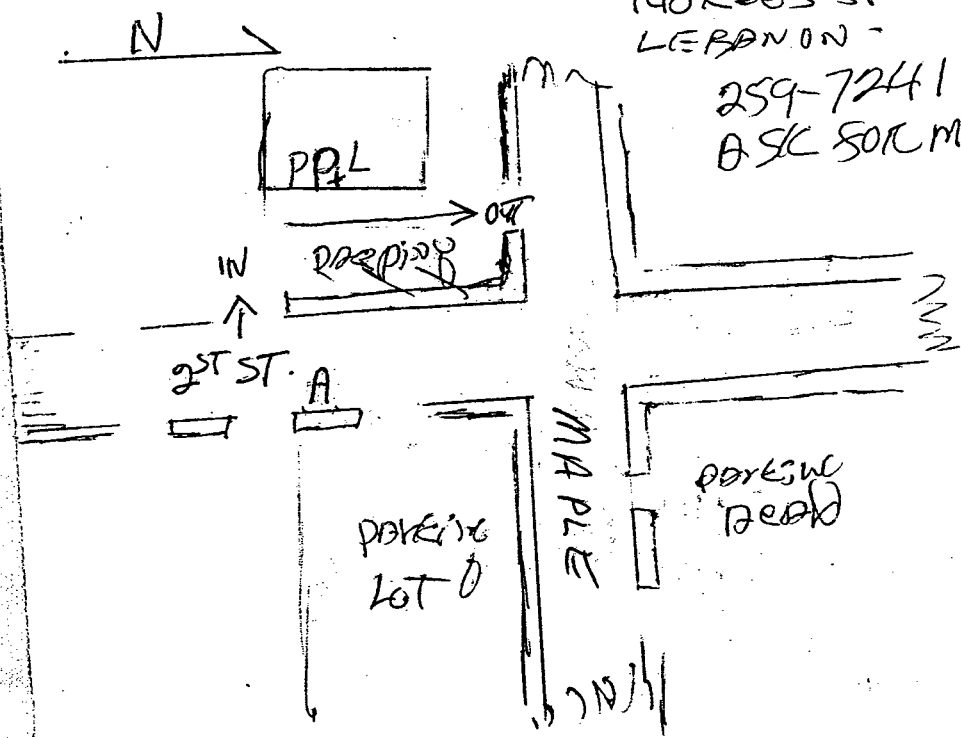
OAK STREET



7/12/91

TO: CITY OF Lebanon
FROM: Doug E. Baker
450 3029
140 Kees ST
LEBANON -

259-7241
ASK FOR MR



? NO PARKING ? or compact cars only

^{used on workday}
A - This year. bike hit car going into lot. Driver could not see bike because US VAN unit parked. ALSO SO HAVE TO GUESS TO pull out when larger unit use park there. The other area I have also reserve complete about do to A Large pickup company unit

AGENDA ITEM 11



CITY OF LEBANON
M E M O R A N D U M

TO: MAYOR AND CITY COUNCIL

DATE: SEPT. 5, 1991

FROM: JOSEPH A. WINDELL, CITY ADMINISTRATOR

SUBJECT: SIDEWALK ALONG EAST SIDE OF FIFTH STREET BETWEEN BOYS & GIRLS CLUB
AND TANGENT STREET

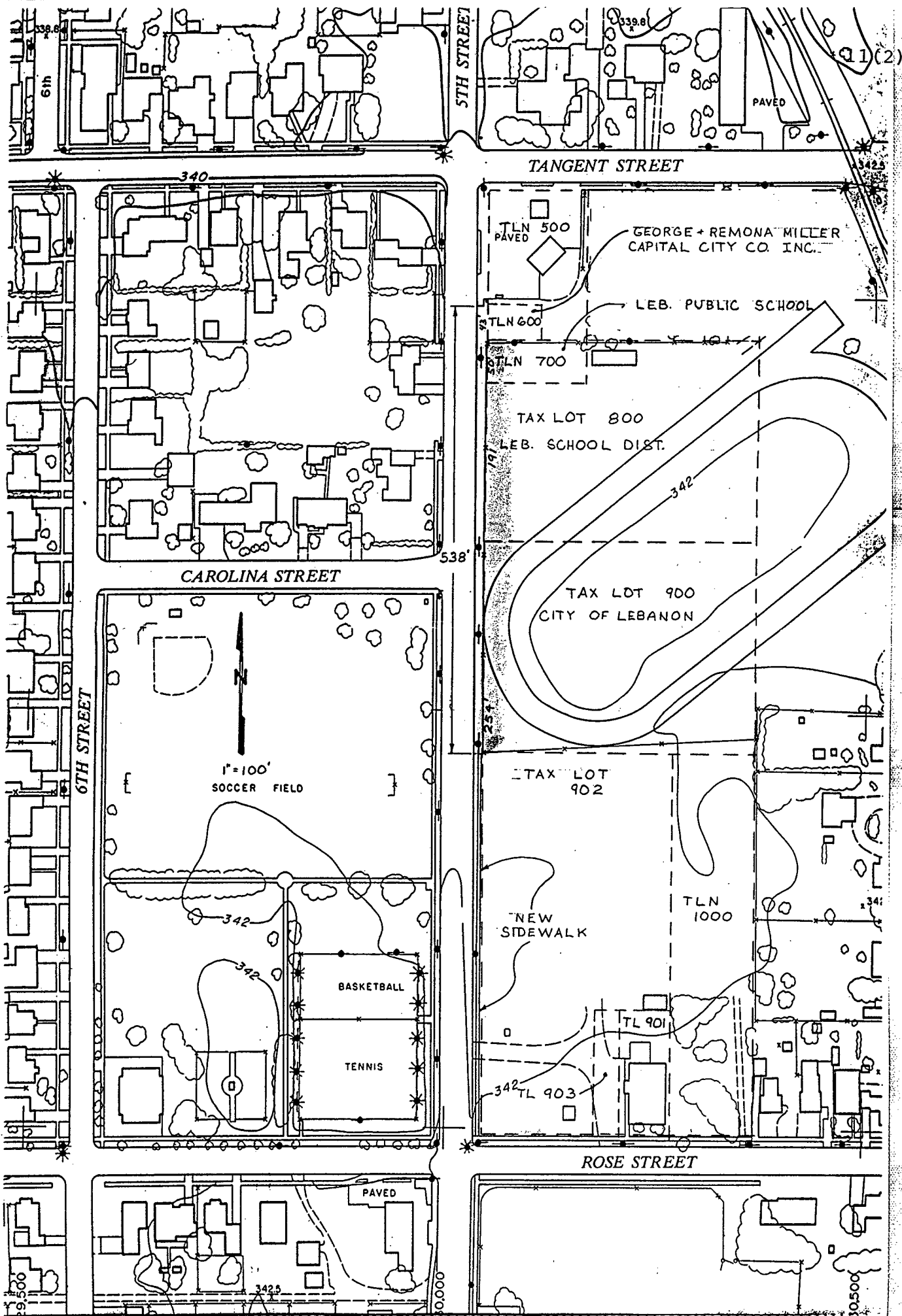
I have had a discussion with Mr. Lane DeBoise regarding the construction of the subject sidewalk as indicated on the map located on the following page.

Mr. DeBoise has tentatively agreed to the district paying for their share. We would do the contracting to get the work done before the center opens.

As you can see from the map, there is approximately 43 feet in private ownership of which we will be asking the owner to construct.

The Council needs to decide if we should proceed with this or we can include the project in the list of priority projects that the Sidewalk Committee will be considering soon.

xc: L. DeBoise



Cost = \$9.71 linear ft.

AGENDA ITEM 12



CITY OF LEBANON

M E M O R A N D U M

TO: Robert Smith, Mayor

DATE: August 20, 1991

FROM: Lou Ann Grosch, Program Manager

SUBJECT: Advisory Board Appointment

On August 14, 1991 the six of the eight members of the Senior and Disabled Services Advisory Board interviewed William (Bill) Keenan for the last open Advisory Board position. Attached you will find the interview sheets completed by the attending Board members.

As a point of interest, I think you should know that Bill Keenan was identified and approached to apply for the Advisory Board by Maxine Gassner from the Board. Bill responded to Maxine's request a few days later with a letter asking to be interviewed (the letter has been temporarily misplaced between Maxine's and my files). Under the Senior Services application and selection process policy, "...in the event that public notices do not generate ample candidates", " the Advisory Board; if necessary, will recruit potential Board members". The Advisory Board members felt very strongly that they did not want this open Board position to be left "hanging open" indefinitely and after thirty (30) days of public advertising to move forward under the guidelines of the policy. The Board has a full agenda ahead of them during this fiscal year and they wanted to start out complete and strong.

At this time the Senior and Disabled Services Advisory Board would like to recommend that William (Bill) Keenan be appointed to fulfill a 3 1/2 year term on this board.

If this recommendation meets with your approval I will have it placed on the City Council agenda for September 11, 1991. Please feel free to contact me if you have any questions regarding the interview process or candidate.

cc: Joseph Windell

AGENDA ITEM 13



CITY OF LEBANON

M E M O R A N D U M

TO: MAYOR & CITY COUNCIL

DATE: SEPT. 5, 1991

FROM:  JOSEPH A. WINDELL, CITY ADMINISTRATOR

SUBJECT: STREET MAINTENANCE SCHEDULE

I have asked the Mayor to appoint an ad hoc committee of three (3) council members to work with city staff to develop out street maintenance plan for at least the next two years. This will include looking at our current F.A.U. priority list.

If anyone on the Council is interested, please let the Mayor know.

AGENDA ITEM 14



CITY OF LEBANON

M E M O R A N D U M

TO: Jim Ruef
Director of Public Works

FROM: Brian Hall *Brian*
Maintenance Division Manager

SUBJECT:

DATE: July 31, 1991

Possible tree and shrub removal and excavation on Milton Street

As you asked the other day, Cecil and I worked up a rough estimation of time and materials to excavate for sidewalks along Milton Street. We looked specifically at three properties on the south side just east of Franklin. Also included in this memo is an estimate for the removal of a hedge behind 625 Harden Drive. I found it easiest to look at each property separately and have estimated the work in that manner.

1. 1509 FRANKLIN: The ground here rises about a foot and a half above the curb. Excavation would create a void within two feet of and two feet below an existing sidewalk next to the house. There may be difficulty creating an adequate slope for lawn on this excavation.

15 manhours	\$ 225
5 hours, backhoe	130
5 hours, dump truck	<u>100</u>
TOTAL	\$ 455

2. 541 HARDEN DR.: This would be the most difficult and time consuming project of the group. First of all a fence would have to be removed that is directly in conflict with the excavation. Another thing to consider is not only the removal of the vegetation in the sidewalk area alone but the many plants that would need to be removed in sloping the ground back behind the sidewalk. The ground along this section rises almost two feet above the curb in some places and thus would require quite a slope.

30 manhours	\$ 450
10 hours, backhoe	260
10 hours, dump truck	<u>200</u>
TOTAL	\$ 910

Estimates on Milton Street
 July 31, 1991
 Page 2

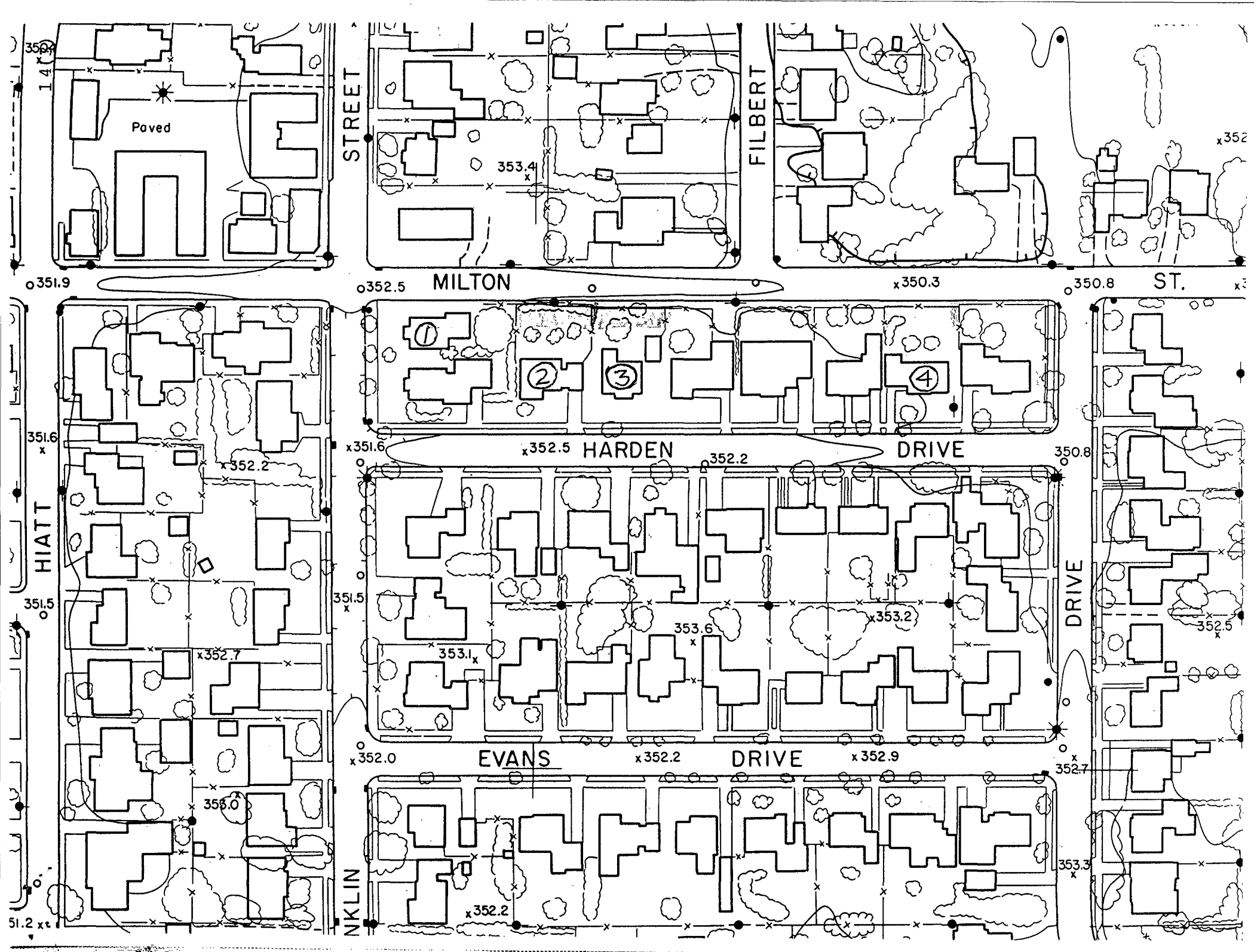
3. 557 HARDEN DR.: The fence along this property is about six and a half feet behind the curb. The ground elevation is also lower which will make excavation a little easier along this section. There are two or three large trees along with the smaller shrubs that will need to be removed and may take a little extra time.

15 manhours	\$ 225
5 hours, backhoe	130
5 hours, dump truck	<u>100</u>
TOTAL	\$ 455

4. 625 HARDEN DR.: This is an estimate to remove the Laurel hedge along the rear of the property only and does not include any excavation.

4 manhours	\$ 60
1 hour, backhoe	26
2 hours, dump truck	<u>40</u>
TOTAL	\$ 126

Attached is a map with reference to the numbers above. Total cost for the four sections of work would be: \$ 1,946.



AGENDA ITEM 15

BUILDING SUMMARY

AUGUST 1991

	<u>Number of Permits Issued</u>	<u>Valuation</u>
Single-family Dwelling	-0-	-0-
Two-family Dwelling	-0-	-0-
Multi-family Dwelling	-0-	-0-
Residential Addn/Remodel	3	\$ 36,701.00
Garage/Carport/Storage	6	36,951.00
Commercial/Industrial	1	2,900,487.00
Commercial Addn/Remodel	4	41,956.00
Church/Church Addition	1	377,136.00
Mobile Home Installation	1	11,832.00
Public Buildings	-0-	-0-
Demolition	-0-	-0-
Signs	1	2,000.00
Moving	-0-	-0-
Mechanical	16	-0-
Plumbing	7	-0-
Electric (MH)	2	-0-
Special Inspection	-0-	-0-
TOTAL	42	\$3,407,063.00

Fees Collected

Building Permits	\$9,459.00
Mobile Home	125.00
Mechanical	1,025.84
Plumbing	1,597.00
Electric	40.00
Special Inspection	-0-
Demolition	-0-
Plan Check	9,838.60
State Surcharge	620.95
Signs	32.50
TOTAL	\$22,739.23

Valuation		Same Period	
January 1st to Date:	<u>\$4,984,608.14</u>	Last Year:	<u>\$2,698,121.00</u>

Total Fees		Same Period	
January 1st to Date:	<u>44,120.00</u>	Last Year:	<u>25,228.91</u>

AGENDA ITEM 16



CITY OF LEBANON

M E M O R A N D U M

TO: Mayor and Council

DATE: Sept. 3, 1991

FROM: Tom McHill, City Attorney

SUBJECT: Resolution for Condemnation

Enclosed with this memorandum is an appropriate Resolution which is required by Oregon statutes to commence possible condemnation proceedings for property required for the relocation of Market Street. As you can tell from the Resolution, a favorable adoption of the Resolution by the City Council authorizes the City Administrator and me to negotiate with the property owner in the hopes that we can arrive to an equitable purchase agreement of the right-of-way described in the Resolution. The Resolution also allows us to proceed to our condemnation proceedings in the event that we are unable to agree with the property owner as to an equitable purchase price. By enacting this Resolution, you need to be aware that we are not proceeding directly to condemnation proceedings. It is still our hope that we can negotiate this purchase in terms that are favorable to both parties. Nevertheless, we need to be prepared to proceed toward condemnation proceedings in the event that those proceedings are required.

The City Administrator and I recommend that the Council favorably approve the Resolution herein so that we may continue our discussions with the property owner.

cc: Joe Windell

A RESOLUTION FOR THE ACQUISITION) RESOLUTION NO. _____
 OF REAL PROPERTY BY CONDEMNATION) For 1991

WHEREAS, by virtue of the laws of the State of Oregon and the City of Lebanon, the City of Lebanon is duly authorized and empowered to locate, acquire, construct, alter, enlarge, renew, replace, and/or maintain public streets within the City of Lebanon as the City Council deems it necessary and proper for the safety of vehicular and pedestrian traffic; and

WHEREAS, by virtue of the laws of the State of Oregon and the City of Lebanon, the City of Lebanon may acquire by purchase, gift, devise, condemnation proceedings, or otherwise, such real and personal property, interests therein, easements, and rights of ways, either within or without the limits of the City, as the City Council deems necessary or appropriate to exercise its power; and

WHEREAS, for the purpose of relocating and providing safety for vehicular and pedestrian traffic, it is necessary to relocate Market Street, a public city street located within the City of Lebanon, or a portion thereof, as described in attached Exhibit "A", incorporated herein by reference;

BE IT RESOLVED by the City of Lebanon as follows:

Section 1. The City of Lebanon does hereby find and declare that there is needed and required for the safety of the citizens of the City of Lebanon and vehicular and pedestrian traffic thereof, that Market Street, a public city street located within the City of Lebanon, and a portion thereof, be relocated to include a parcel of real property, described in Exhibit "A", incorporated herein by reference.

Section 2. The relocation, construction, operation, and maintenance of the relocated portion of Market Street for which the real property and interest therein described in Exhibit "A"

is required, is being taken as necessary in the public interest and will be constructed, maintained and repaired in such a manner that will be most compatible with the greatest public benefit and the least private injury or damage.

Section 3. The City Administrator, or his designate, and the City Attorney be, and they hereby are, authorized and directed to attempt to agree with the owner and other persons with interest in said real property described in Exhibit "A" as to the compensation to be paid for the appropriation of the property, and, in the event that no satisfactory agreement can be reached, then the City Attorney is hereby authorized and directed to commence and prosecute to final determination such proceedings as may be necessary to acquire the real property and interest therein described in attached Exhibit "A", and that upon the filing of such proceeding, possession of the real property and interest therein may be taken immediately.

Section 4. Upon the trial of any suit or action instituted to acquire the real property or any interest therein, the attorney or attorneys acting for and on behalf of the City of Lebanon are hereby authorized to make such stipulation, agreement or admission as in their judgment may be for the best interests of the City of Lebanon.

Section 5. In order to protect the health, safety and welfare of the public, an emergency exists, and it is necessary that no undue delay be encountered in obtaining access to and possession of the real property and interest therein described in Exhibit "A" in order to accomplish the purposes set forth herein, this Resolution shall be in force and effect from and after its passage and approval.

Passed by the Council of the City of Lebanon by a vote of _____ for and _____ against, and approved by the Mayor this _____ day of _____, 1991.

MAYOR

ATTEST:

City Recorder

EXHIBIT "A"

Beginning at a brass screw in a concrete curb on the South-westerly right-of-way line of the South Santiam Highway (US No. 20) marking the Northeast corner of that tract of land conveyed to Mabel E. Lott by deed recorded February 4, 1975, in Microfilm Volume 102, Page 236, Records for Linn County, Oregon, which is 50.00 feet South $47^{\circ}40'23''$ East from the Northwest corner of Lot 10, HORN SUBDIVISION situated in Township 12 South, Range 2 West of the Willamette Meridian in Linn County, Oregon; thence South $47^{\circ}40'23''$ East along said right-of-way line, a distance of 79.99 feet; thence Westerly along the arc of a 20.00 foot wide radius curve to the left (the chord of which bears South $87^{\circ}20'16''$ West 28.28 feet) a distance of 31.41 feet; thence South $42^{\circ}20'56''$ West 79.44 feet; thence Southwesterly along the arc of a 290.00 foot radius curve to the right (the chord of which bears South $44^{\circ}24'26''$ West 20.83 feet) a distance of 20.84 feet to a point on the boundary of said Lott tract; thence North $47^{\circ}31'46''$ West along said Lott boundary line, 59.25 feet to an angle point in said boundary line; thence North $42^{\circ}20'56''$ East 120.11 feet to the point of beginning.