

COMMUNITY RELATIONS COMMITTEE MINUTES
Noon, Tuesday, September 30, 1997
Wastewater Treatment Plant

PRESENT: Chairperson Bob Weaver, Mayor Donna Proctor, Jerry Fisher, Johann May, and Bill Larson

STAFF PRESENT: Duane Cole, City Manager; Stan Newland, Deputy Chief of Police; Michael Sherman, Fire Chief; Leah Griffith, Library Director; Larry Anderson, Engineering, and Mary Newell, recording secretary.

ABSENT: Councilor Debbie Sumner and Marge Stiefbold

VISITOR: Dick Meyer

1. CALL MEETING TO ORDER:

Bob Weaver called the meeting to order.

1.1 Review and approve minutes of June 24, 1997

By consensus, the minutes of June 24, 1997, were approved as written.

2. OLD BUSINESS:

Larry Anderson brought Committee members up-to-date on the status of the gazebo planned for Memorial Park. The foundation is in and materials for the columns have been selected. The project is within budget. The budget will allow decorations on the gazebo of either wood or wrought iron. Anderson will check the feasibility and costs of installing lights. Mayor Proctor advised that PGE had indicated at one time that PGE would donate lighting. Consensus was to have wrought iron railings and to use the bicycle on top. No flag will be flown over the gazebo. It was noted that a flag will be located nearby at the Public Safety Facility.

Consensus was to complete the gazebo prior to holding a formal dedication. Invitations to the dedication will go to contributors to the project, Les Beecroft, and Dick Elliott and the high school band. Larson will give the invocation. Refreshments will be served. A plaque honoring all donors will be placed on the gazebo.

Jerry Fisher will report on his suggestions for a dedication ceremony for Francis Square at the next meeting. An additional discussion item will address fund raising for completing Francis Square.

A garbage can is needed at Francis Square. Duane Cole indicated the City will provide a garbage

can and take responsibility for dumping.

There was no discussion regarding the a government fair.

3. NEW BUSINESS:

There are two vacancies on the Community Relations Committee. Any suggestions for membership should be directed to Mayor Proctor or to Becky Manning who will send out applications.

4. OTHER:

Mayor Proctor displayed the City flag for those who had not yet had an opportunity to see it. Although no one was sure who designed the Newberg flag, Fisher thought it might have been designed by Russ Gainer, a long-time Newberg resident who was head of the garden club and camellia grower. Duane Cole will contact the Chamber to see if there is interest on the part of businesses to display the City flag.

The Mayor will use her column to let citizens know what the Council committees are and when they meet.

5. REPORTS:

Library:

Library Director Leah Griffith distributed a written July and August monthly report. Highlights included:

- Library hours changed in July
- Lots of volunteers who are checking out more books per hour than in the past
- A long-range plan for the library is being developed. Mr. Weaver is the Council representative on the long-range planning committee.
- There is a vacancy on the Library Board which should be filled by a citizen living within the city limits.

Weaver suggested the Library should contact the School District as well as George Fox University for supplemental funding for the library.

Fire Department:

Fire Chief Michael Sherman briefed Committee members on recent happenings at the Fire Department:

- Fire station #2 will be on the ballot November 4th.
- The August ice cream social was successful
- Raised \$1,250 for Muscular Dystrophy

- The Turkey Carnival is scheduled for November 14 & 15th.

Sherman, responding to a question from Chairman Weaver, explained that Ben Erb or Frank Douglas will be the person in charge of running Station #2. They will maintain dual offices.

Police:

Deputy Chief Stan Newland referred committee members to their packets. Highlights not included in the newsletter included:

- Thirteen applications for reserves have been received, including several promising candidates.
- The District Attorney's Office provided an interesting and informative training on all the new legislative updates. The training was held at the Newberg Police Department.
- The newly hired Code Enforcement Officer was recently hired as a full time officer with the Hillsboro Police Department, so NPD will be looking for a replacement.

VI. ADJOURN:

There being no opposition or suggestions otherwise, the Community Relations Committee will continue to meet the last Tuesday of each month. The next regular meeting will be October 28, 1997.

There being no further business to come before the Committee, Chairman Bob Weaver adjourned the meeting at 1:00 p.m



Mary Newell, Recording Secretary

Newberg Fire Department

June 1997

Month End Report

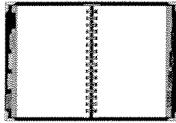
Meetings:

This month the fire department responded to 180 calls, 116 of which were medically related calls. The staff and volunteers attended their normal meetings; apparatus night, drill nights, business meeting, EMS meeting, officer's meeting, duty officer's meeting, case reviews, and a department staff meeting. The Fire Chief attended Newberg Rural Fire Protection District Board meeting, Oregon Fire Chiefs' (OFCA) Executive Board and BPSST meetings, weekly Rotary meetings, Community Relations, several meetings concerning the new Public Safety Complex, and the new Fire Sub-station committee meetings. He also attended his graduation ceremony June 21st, in Seattle, Washington, where he graduated with Presidential Honors, receiving a Masters in Business Administration. Chief Sherman actually finished this program last September, but was unable to walk in the official proceedings until June.

Al Blodgett, as President, attended the monthly meeting of the Mid-Willamette Fire Instructors' Assoc. Al Blodgett and Jill Dorrell attended an Old Fashioned Festival Committee meeting. Jill Dorrell, as secretary for the Oregon Volunteer Firefighters Association (OVFA), attended the OVFA Conference in Coos Bay and was elected to the position (a two year term) of Secretary of that organization, and an Oregon Burn Center Advisory Council meeting where the Council voted to make her a member.

EMS:

Division Chief/EMS Coordinator Frank Douglas attended an Oregon Fire Medical Administrators Association (OFMAA) meeting in Cottage Grove and



he attended the final Wellness Committee meeting on June 12th. Frank also participated in the filming of a TCI Public Safety and bicycle Safety Public Service Announcement on June 26th which featured Mary Sherman in her bicycle helmet, and he participated in the "Torch Run" on June 4th.

On June 11, the topic of the EMS drill was "Writing Medial Reports", and on June 23, the department held an MIP drill at Smurfit. These drills are held to test department personnel on their skills and knowledge in specific fields. This drill was a mass casualty incident where a hypothetical gunman shot and killed several mill workers and bystanders. It was a very successful drill, and a lot of valuable learning and sharing of information was achieved. St Paul, Dundee and McMinnville also participated in this drill.

Fire Prevention & Investigation:

Division Chief/Fire Marshal Chris Mayfield taught a fire extinguisher class to employees at Friendsview Manor. A breakdown of inspections is as follows:

Inspections

17 Business
9 Driveway
12 Plan Reviews
Fire Safety Talks, Pub Ed
& Tours to approx 268 kids

Miscellaneous

Lieutenant/Mechanic Rod Meade is working hard to make the necessary repairs to the Ladder Truck as it did not pass it's annual testing.

Volunteers:

Lawrence Dickenson was awarded the Bob Shepard Scholarship from the Oregon Volunteer Firefighters

Association (OVFA) to aid him in his quest to become a paramedic. Eight members of the department attended the OVFA Conference in Coos Bay this year.

The department held a firefighter/EMT entrance exam on June 28th. The purpose of this exam is to create an in-house hiring list, should there be an opportunity for promotion.

Preparations are underway for the activities in Memorial Park for the Newberg Old Fashioned Festival. Aside from the registration and booth placement of the vendors in the Park, the volunteers provide 24 hour security and clean-up in the Park throughout the entire event.

The volunteers will have a booth in Memorial Park for the Old Fashioned Festival which will have all of the departments centennial items and wooden horse raffle tickets available for purchase. The wooden horse was donated to the department by Forrest Dent as an additional fundraiser for Toy & Joy.

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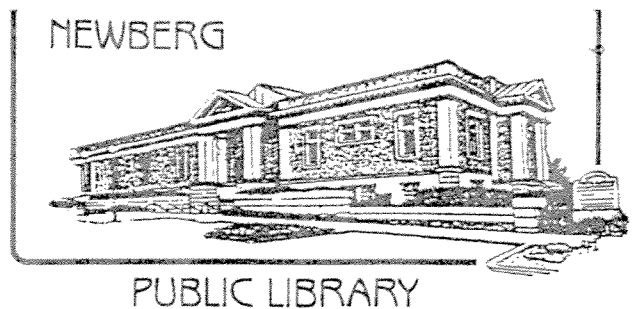
Fire Department June Birthday's

Neal Klein - 6/10
Jill Dorrell - 6/10
Greg Meyers - 6/17
Darren Miller - 6/23



Monthly Report

June, 1997



Long Range Plan Activities:

- The Library began its summer reading program activities with a bang with 426 children signing up at the first day carnival. Over 600 people were estimated to be in attendance at the three hour event that was held to encourage children to read during the summer. Children continue to register in record numbers as well as attend a variety of weekly events. The programs have been very well received with over 100 children attending each event. Sandi Olmstead is doing a wonderful job in providing this program with financial assistance from the Library Friends.
- Adults and Young Adults have a summer reading program as well that has been garnering good sign up numbers. Reference staff have developed a selection of donated prizes that readers are trying to win by reading books. About 100 have signed up so far and this program continues into August.
- Children's staff participated in the Safety Fair put on by the Police Department in June.
- We have completed our year for statistical purposes and some of the highlights are that over 1,800 new library cards were issued to new users this year, up 11% from last year. A record number of items were checked out (173,986) with an additional 70,000 items used in the library. All those items need to be reshelfed as well. Both adult and children's services offered a number of programs during the year and attendance was 11,000, with over 9,000 attending children's programs alone. It's been a very busy year and so far it doesn't look like it's slowing down. July 1st saw an all time record of 1,385 items checked out during one day.

1996-97 Budget Objectives Activities

- Things are moving close to resolution on the CCRLS issue of the disparity of what a rural district taxpayer pays for service (about \$8 for a \$100,000 home) and what someone who lives in one of the cities, such as McMinnville pays (about \$52 for a \$100,000 home to the city and then the \$8 as well for a total of \$60 per home). The Task Force and the CCRLS Advisory Board are working together to develop a system where a rural patron would receive service (one checkout at a time), but they could pay a fee to have full service. A more permanent solution of a library district or a tax election are also critical to a real solution. We will be watching how this will affect Newberg.
- The Library Friends netted \$1,100 from their June booksale. They have decided to appropriate \$2,000 to kick start the project of installing new lighting in the Carnegie Room.
- The OPEN Internet project continues to have people sign up for access from their home computers as well as using the ones at the library. Over 3,000 individual Internet sessions have been held on the workstations at the library since they were installed in October.
- The Library continues to maintain the collection at the senior center which is seeing increased use. The Library Friends are supporting the project by purchasing subscriptions to the Oregonian and the News-Register, which are very popular with readers.
- June saw a number of staff changes. Our Internet Aide is on a planned break for the summer. The position was only funded for the school year and we hope Joseph Falbey, who has done a good job for us, will be able to return in the fall. A fond farewell was extended to Marty Trolan who is moving to Idaho. She has done a tremendous job with our volunteer program and they sent her off with a nice party. Rea Andrew was promoted to the position of Circulation/Volunteer Coordinator to replace Marty and has shown a lot of skill in this area. We have hired Claudia Eide as a temporary employee to help us out during this transition time.