

MINUTES FOR THE NEWBERG CITY COUNCIL MEETING

TUESDAY, JANUARY 18, 2000

7:00 P.M. MEETING

PUBLIC SAFETY BUILDING - TRAINING ROOM

I. CALL MEETING TO ORDER

Mayor Cox called the meeting to order.

II. ROLL CALL

Roger Currier (RC)
Donna McCain (DM)
Lisa Helikson (LH)

Noelle Wilson (NW)
F. Robert Weaver (RW)
Brett Veatch (BV)

Staff

Present: Duane R. Cole, City Manager (DRC)
Terrence D. Mahr, City Attorney (TDM)
Mike Soderquist, Community Development Director
Kathy Tri, Finance Director
Michael Sherman, Fire Chief
Norma Alley, Recording Secretary

Others

Present: Kelli Highley, Pat Haight, Darlyn Adams, Jim Morrison, Shirley Minor,

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

IV. COMMUNICATIONS FROM THE FLOOR

Ms. Kelli Highley, 619 S. River St., Newberg, asked what happened with filling the open positions for Budget Committee. Mayor Cox said February 3, 2000, is the deadline. Ms. Highley asked how many people have applied? Mayor Cox said that five applications have been received.

Ms. Darlyn Adams, 131 Johanna Ct., Newberg, announced a meeting for the Animal Shelter Friends being held Wednesday, January 26, at 7:00 p.m. at First Federal. Ms. Adams explained that at the meeting plan to discuss the condition of the current animal shelter. Ms. Adams invited the Council Members. She wants to know why nothing has been done on the shelter? Mayor Cox said they have done a survey and would like to see more done with the shelter. Ms. Adams expressed her concern for the current animal shelter.

Mr. Jim Morrison, 717 E. Sheridan, Newberg, addressed a concern with the community access station in Newberg. He mentioned that AT&T gives the studio \$5,000 a year to work with. Mr. Morrison explained that TDM had found \$20,000 that hasn't been spent and he would like to see the money used for the improvement of the station. Mr. Morrison asked for a public

accounting of the Cable T.V. Franchise.

Ms. Pat Haight, 501 E. Illinois, Newberg, asked why the City budgeted \$10,000 when they knew they were only going to get \$5,000. Ms. Haight expressed concern that the minutes are getting behind. Ms. Haight said she hasn't heard anything back from DRC about the cleaning of the carpets in the public library. DRC said they did clean them but he will check with Leah Griffith to make sure. TDM said the minutes are done simultaneously with the meetings, then downloaded, they are anticipated that the time frame will shorten. If someone wants to see the minutes they can come in and see the drafts.

Ms. Marge Davenport, TDM spoke on her behalf. He said the City has started a process of developing a Sign Code. Ms. Davenport has been contacted by the City and owns a business by the library named Wine Country Antiques. There has been a sign on her property for ten years that is not attached to the ground. In looking at that we determined the sign was temporary and portable and they can only be there for a certain duration of time. After we looked at the letter we found the time period is up and she must remove it. She objected and would like to see the sign listed as a permanent sign. We did not grant her this wish. January 15, 2000 was the date the code enforcer asked her to remove the sign and she did. She has indicated that she would comply. Mayor Cox asked if the forms she filed are still in TDM's possession. TDM said yes. Mayor Cox asked if this was headed for the Citizen Sign committee? TDM said yes.

Councilor RC said that he is glad to see someone has done something with this.

Councilor RW said he needs to know that we are in the process of handling this. TDM said she is a very understanding person. She has two signs and this is a third sign.

1. Presentation by U.S. Census Bureau representative.

Ms. Shirley Minor, Partnership Specialist, U.S. Department of Commerce Bureau of the Census, 1500 SW Jay St., Beaverton, thanked the Council for inviting her to the meeting. She mentioned that the census is coming. This will be the largest in the history of the U.S. She works for the new region and in five states. She has around 35 million people to count. She is here to ask for help in this task. She said mail out forms started in 1970 with good success and by 1990 only 65 percent of the household mailed it back in. When we have to look for people, the cost goes as high as \$60 or more per person. When we mail it is around \$3. Ms. Minor said she wants to recruit and inform the community. Ms. Minor said we are aware of why the forms aren't being mailed back in. The people are busy, travel, mobile, unmarried couples, migrant and seasonal workers, some are concerned with privacy and that we might give up their information. The Census does not do that. Ms. Minor explained that her job is to work with state and local governments and any agents that will help to get the word out. The information is used for the House of Representatives. Local government will use the information to set boundaries. The Congress will use it for the funding of nonprofit organizations and grants. This survey can enhance the financial status of the communities. The short form survey is seven questions and takes about ten minutes. The long form survey takes about 30 minutes and has about 50 questions. March 15, 2000 they will be mailed out. The forms are in six different languages, located in shopping centers, malls and school areas can request curriculum. Census 2000 will have a big impact for the next ten years. It is our power, money, identity and the future.

Mayor Cox asked what mechanism was used to count the information? Ms. Minor said

there are many checks and balances. They have monitors out to make sure things are going properly.

Councilor RW asked in review of the head count does it determine the dollars the local government gets? Ms. Minor said all questions on the questionnaire have to be filled in. They will be counted but the community will lose out on money. Every question ties back into a program.

Councilor LH asked when are the results expected? Ms. Minor said they will release information late April to early May. The report goes to the press December 1, 2000.

Councilor RC asked if she would object to the encouragement of filling out the forms on public? Ms. Minor said that would be fine.

V. CONSENT CALENDAR

1. Approval of Minutes from the September 7, 1999 and October 18, 1999 City Council meetings

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| MOTION: | RC/LH to approve Minutes from the City Council Meetings on September 7, 1999 and October 18, 1999 with corrections. (Unanimous). Motion Carried. |
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VI. PUBLIC HEARING

None

VII. CONTINUED BUSINESS

1. **Resolution No. 2000-2216** amending the City Personnel Rules and Regulations - longevity pay

DRC gave the staff report.

Councilor RC said he thinks that it is too much to double the longevity pay. This could be a significant amount five years down the road.

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| MOTION: | LH/DM to approve Resolution No. 2000-2216 amending the City Personnel Rules and Regulations - longevity pay. (4 yes/2 no [RC, RW]). Motion Carried. |
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2. **Resolution No. 2000-2218** amending the City Personnel Rules and Regulation - sick leave accrual

DRC gave the staff report. This Resolution raised the amount of sick leave. We now track the time by hours which becomes an issue for retirement. The impact on internal retirement is minor because of the success of the investments. The increase is an addition of 50 hours at retirement.

Staff recommends approval of Resolution No. 2000-2218.

Councilor RC asked why the City should provide sick pay for part time employees? DRC explained that we have a number of part time employees and in the past ten years we have tried to provide the same benefits for on-half time as for full time. We do provide them will sick leave and vacation time in the personnel rules. These employees are not temporary, but they are part-time.

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| MOTION: | RW/DM to approve Resolution No. 2000-2218 amending the City Personnel Rules and Regulation - sick leave accrual. (Unanimous). Motion Carried. |
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3. Motion to authorize a survey of the electorate; survey content in general; and strategic direction

Ms. Kelli Highley, 619 S. River, Newberg, said she could see doing a survey as long as you ask general categories. These are opinions rather than the issue at hand. Ms. Highley suggested including questions which are specifically as it will appear on the ballot. The double majority on the May ballot required. Please be fair and honest about it and provide all the information.

Ms. Pat Haight, 501 E. Illinois, Newberg, said this levy doesn't have any thing to do with the fire and police department. The fire levy is for extra people to man the fire substation. This doesn't have to do with the support of the fire department. Ms. Haight said she is going to see that this fails. We have already paid for it once. There are only two questions out of 15 that pertain to the levy.

DRC said a professional would help us with the survey. DRC referred to an over head.

- Proposal A: (recommended) mail to randomly selected registered Newberg voters.
- Proposal B: telephone survey conducted by supervised volunteers. This proposal would cost more because of the supervision.
- Proposal C: telephone survey conducted by professional pollsters.

DRC said it is cost effective to go with A and the results will be reliable.

Councilor RC asked if the cost will be \$11 per piece? DRC said Yes.

Mayor Cox asked how many could be sent out for \$3500? DRC said that approximately \$4,000 will be sent and the return check may be as high as 20%.

Councilor RW asked does the federal program provide patrol officers on the street? DRC said yes patrol officers were part of the package.

DRC said the City hired and used the grants for a Community Resource Officer, two School Resource Officers and three patrol officers.

Councilor RW asked were they assigned to what the Federal Government was thinking they were going to do? DRC said yes and no other personnel will be adjusted.

Councilor RC asked would it be advantageous for us to put in a single line to say would you like to maintain an animal shelter in the community? Do they know that we have one? DRC said yes it could be.

Councilor LH said the concern with mail out surveys is it takes longer to get results and what the estimate of what the results are. The results should be done very conservatively? DRC said the pollster said if done properly it shouldn't be a problem to get the results.

Mayor Cox asked what exactly are we asking? DRC said we are asking what you think about the six officers we have. Would you want to keep them and how much are you willing to pay?

Councilor DM said she hates people calling on the phone but there are many people who don't respond to mailings. If you are home during the day we are going to irritate a lot of people if we call. With mailings we may not get a good response and we are missing a segment of the people.

Councilor RW asked if the survey will be used to sway votes? DRC said no, but it is an opportunity to educate the voters. The ones who return the survey return the votes.

Councilor RC suggested a drive by drop off. There may be some places to take the surveys that are secure enough. These should be places people frequent. The City may get a better turn out.

Councilor RW asked for some kind of a date line of what is going to happen. Is there a possibility to review the instrument before it goes out? DRC said the time line is Friday of this week and the survey would be out by next week. Returns should come around February 18, and a report by the end of February.

Councilor RC suggested placing at the top of the survey something about it could be returned by mail or dropped off at specific locations.

Councilor DM said we might be able to use the boxes the county uses.

Mayor Cox said we are going to go with the mail in.

4. Presentation on Fire Department staff needs (To be provided at the meeting.)

Michael Sherman, Fire Chief, gave the presentation. He said they are attempting to inform the people. They have tried to get the message out as to why they are different from other fire departments across the state. We man differently. We have day time staffing (ambulance personnel exemption), we man Sunday through Saturday, a Supervisor Sunday, Monday, Tuesday and Wednesday (they are four tens with rotating hours) and we stack heavily in the mid week and lightly on the other days (they are able to get volunteers on the lighter days). The only way you can do this is by having a Fire Chief who responds 24 hours a day seven days a week and rescue volunteers who sleep at the station for ten dollars a night. There have been many times that we have had four ambulances out at one time. The off duty people do the driving for the ambulance. The duty officers are all volunteer officers. It is the first come first serve for the volunteers. Then

there is the stand by for 14 hours at night. We rotated four of the people.

Councilor RW asked when you have someone on stand by who is fully paid can they leave? Chief Sherman said they have to be in a seven to eight minutes time response.

At Station 21 we push training. The EMS Chief is a paramedic who takes transports who do everything. The staffing is higher in the middle of the week for the same reason that we staff Station 2. We are proposing to not change this model. If you do change it much then you would be costing the City a lot more money.

Councilor RW asked if he is reading the charts properly? Chief Sherman clarified the proper reading of the charts. There is going to be two weekend firefighters at Station 2 and 21. The same support in the middle of the week and on 21 we would add a couple of positions. If you notice there is equal staffing during the week with the addition of four people. This will maintain a rescue at Station 21. This results in really fast service and the best with minimum costs for it.

Councilor RW asked why we didn't know this before? Is it because we didn't know the volunteer growth? Chief Sherman said yes. If you plug them in the other shifts. We are almost identical for the way we were years ago. We are taking the same volunteer support to do tons more calls and work.

Councilor RW said we must clarify this process with the public. They were told that we would adjust the staff. We said the Chief was trying to educate the people and do it without any more paid staff.

Chief Sherman said we are not trying to hire more staff, we are trying to use the labor that we have and keep the model as close to what we already have. We don't want to become like Hillsboro. You still need the volunteer support. This alternate model would cost about 15% more than the suggested model. The benefit from the traditional model is a faster response. With our model sometimes that means a second engine. Their model you might get three to four and ours you might get five. This is very complicated. We are juggling because we are under half the average cost. We are in the top five fire departments in the state and the lowest cost because we use the volunteers.

Councilor RC asked how many EMS Paramedics are on paid staff? Chief Sherman said eleven on staff.

Councilor RC asked why don't we go out and bid the ambulance to a company outside the City and use the paid staff elsewhere? Chief Sherman indicated that this may be an option at some time but today and for the foreseeable future the firefighter paramedics provide excellent service for the results.

Councilor RC asked why not farm out the ambulance but keep the staff? You already have all the paid fire staff you need? Chief Sherman said if you let the ambulance go, you would have to close the fire station.

Councilor RC said if you can afford the money you will be short on the weekends but you will be closer. We gain a benefit to cross train.

Councilor RC asked if the transports could be farmed out instead? The Chief said that the staff has looked at that. If we could gain a benefit greater than the loss to hold five or six people and farm out it would be a loss. You would lose two and a half people.

Councilor RC asked if the revenue from an average transport plus mileage to Portland would you be paying volunteers plus a paid staff? Chief Sherman said it is mostly paid staff.

Mayor Cox called a five minute break at 8:36 p.m. Meeting reconvened at 8:41 p.m.

VIII. NEW BUSINESS

1. Council travel - consider a motion to authorize of one member to attend National League Congressional Conference

Ms. Kelli Highley, 619 S. River, Newberg, said for what the costs are to send someone it should be a Council Member who has been on the Council for some time and involved in City government.

DRC said this is to be decided by the Council if anyone goes. There is some money allotted for this purpose.

Councilor RW said he has gone to national conferences and there is nothing to give or for them to contribute to us. He said he would rather spend money for town improvements. This is not money well spent.

Councilor LH said with regard to how the decisions are made if someone expresses an interest we must consider it each time. She feels there is nothing wrong with a national conference but the money could be used for state level.

Councilor RC asked about the money allotted to go with one council member and Mayor? DRC said the Mayor could go but there has not been interest in it yet.

Councilor RC said the money should be spent on a local environment. He has been to many other conferences and has found them beneficial. I am against spending money on a national level.

Councilor DM said we were very active in the national league because we had representatives. She has attended two national conferences and found them beneficial. She feels that if there is an opportunity that you can hear others and get ideas than you should go. I don't think Washington, D.C. is going to be as beneficial. This conference is not structured as others.

Councilor RW said he is pleased that the Mayor is going to Washing DC to represent our town.

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| MOTION: | RC/RW to deny the travel of a Council Member to the National league Congressional Conference in Washington, D.C. (4 yes/2 no [NW, BV]). Motion Carried. |
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2. Motion to approve Letter of Support to Oregon Department of Land Conservation and Development Technical Assistance Grant Application - Riverfront District Master Plan development

Ms. Pat Haight, 501 E. Illinois, Newberg, said this was a motion for Council to approve a grant that is our tax dollars. She read from the staff report. She reminded that City Council that there are documents that the City has advised the people on North Side of the Willamette River is prone to land slides and is moving. Ms. Haight asked why is City staff the one to submit an application to invest in this moving land. Ms. Haight said this is County property and the City of Newberg should not be going for it. Ms. Haight said she wants to send a copy of the documents that she has about the river bank before they vote on it.

Councilor RW said this was asked to the staff by council to go along with other Cities and save the river front. We should take the blame on our shoulder if there is any involved. Mayor Cox said the reference to the landslide is down the river from where we are talking about.

Mike Soderquist gave the staff report. The staff is going to come back again and again to satisfy the request of the council. This is another attempt to get outside help and there is no guarantee that we will get this one.

Councilor RC said this is commendable that staff is trying to do something that is least expensive. The only thing that bothers him is under back ground (page 29 of the packet). This process was tabled and was never continued on. We should have a hearing to see what the people want done before the zoning and mapping of the land. DRC said in 1998 the Council asked to do a comprehensive plan amendment that is out of the City's limit which requires that the City get County approval. We are trying to do this right. We have to have county support to move anything down there. We are ready to move forward.

Councilor DM said along the line there was a plan done. This was done by the County for commercial enterprise, boat dock, and condominiums. I haven't seen or heard of it since then. These are things we should go back and investigate and update them. We need to do something but I don't think we need to start from scratch.

Councilor RC said there was the article in the paper and the report done and there was a recommendation from Bill Gilley to accept the report. The County decided to do nothing with it. We were being sued by Baker Rock at the time of this. The law suit was just last year and this was in 1998. He can't see that we were being sued in 1998. DRC said we were involved in mediation in Urban Reserve Areas.

Councilor RW said we have a responsibility in Newberg to protect our share of the Willamette River. Other City's have done so.

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| MOTION: | RW/NW to approve Letter of Support to Oregon Department of Land Conservation and Development Technical Assistance Grant Application - Riverfront District Master Plan development. (Unanimous). Motion Carried. |
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Councilor LH said regardless what we do it is going to develop and this is our opportunity to say what we are going to do. The grant is the appropriate way to do this. These are our

opportunities and we need to take advantage of them.

Councilor RC said he can agree with the protection of the water front. We are going to spend \$44 thousand at least are they going to pay anything attention on what we have done from the County? Mike Soderquist said if we get the money we would invite the county in. TDM added that this property is in the Urban Growth Boundary and it is the City's responsibility to take care of this property.

3. Information and Discussion of Proposed Department of Environmental Quality Remote Sensing Study.

Ms. Kelli Highley, 619 S. River, Newberg, said it is one thing to have the cameras on the lights and another to have someone to sit there and activate us. Ms. Highley asked is this going to take pictures of the Newberg cars and how are they going to know? What is clean screening? This is opening the doors to have DEQ worm there way in. They just want to suck more money from each car.

DRC said this a request from a State Agency.

Councilor RW said he wants nothing to do with DEQ and Metro.

Councilor RC said he agrees with Ms. Highley. To test something on a drive by situation or low speed doesn't bring the car to optimum temperature and standards. This can be done some place else.

Councilor LH said the survey could be use full to the bypass study.

Mayor Cox said there is little or no interest from the Council to provide it in the Newberg area.

IX. EXECUTIVE SESSION

None

X. ADJOURNMENT

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| MOTION: | DM/BV to adjourn at 9:25 p.m. (Unanimous). Motion Carried. |
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ADOPTED by the Newberg City Council this 3rd day of April, 2000.


Duane R. Cole, City Recorder

ATTEST by the Mayor this ____ day of April, 2000.

Charles B. Cox, Mayor