

**MINUTES OF THE NEWBERG CITY COUNCIL
FEBRUARY 18, 2003
7:00 P.M. MEETING
PUBLIC SAFETY BUILDING - TRAINING ROOM**

I. CALL MEETING TO ORDER

Mayor Bob Stewart called the meeting to order at approximately 7:15 p.m. (delay due to length of executive session).

II. ROLL CALL

**Bob Andrews
Bob Larson
Doug Pugsley**

**Roger Currier
Mike McBride
Robert Soppe**

Others Present:

**James H. Bennett, City Manager
Michael Soderquist, Community Development Director
Barton Brierley, Planning Manager
Dan Danicic, Engineering Manager**

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was administered.

PUBLIC MEETING SECTION

IV. PUBLIC COMMENTS

Darlyn Adams, 131 Johanna Court, Newberg, Oregon. There is \$69,832.85 in the Animal Shelter Fund. Ms. Adams discussed the Animal Shelter silent auction event coming in April. Anyone wanting to donate an item or service - please call Ms. Adams. They are also working on a garage sale event scheduled in May and the booth at the Old Fashioned Festival and parade.

V. CONSENT CALENDAR

None.

VI. PUBLIC HEARING

None.

BUSINESS MEETING SECTION

VII. CONTINUED BUSINESS

None.

VIII. NEW BUSINESS

1. Accept the Annual Financial Report for the fiscal year ending June 30, 2002.

Elaina Canutt, Assistant Finance Director, introduced Mr. Parry Ankersen from Pauly, Rogers and Co. PC. Mr. Ankersen presented the annual financial report prepared by his firm for the City of Newberg. He went over some of the interesting features of the report including changes in the City's revenues over the past few years. He commended the City for its financial accounting practices and noted that the City has continually been awarded the Government Finance Officers Association certificate of achievement.

Mayor Stewart thanked Mr. Ankersen for his report on the City's finances.

MOTION: Pugsley/Soppe to approve the annual financial report. (Unanimous) Motion carried.

2. Appoint members to the Citizens Rate Review Committee.

Dan Schutter - incumbent
Ernie Amundson, Jr. - incumbent
Matson Haug - incumbent
Lon Wall, applicant

Discussion was held on reappointing the three current members of the committee whose terms expired on December 31, 2002. Of the three open positions on the committee, two positions expire on December 31, 2003 and one position expires on December 31, 2004.

MOTION: Currier/McBride to reappoint the three current members of the Citizens Rate Review Committee to three-year terms expiring on December 31, 2005. (Unanimous) Motion carried.

MOTION: Andrews/Pugsley to appoint Lon Wall to the Citizens Rate Review Committee for the term expiring on December 31, 2004. (Unanimous) Motion carried.

3. **Resolution No. 2003-2425** authorizing the establishment of a new position in the Community Development Department: Public Works Division Facilities Maintenance Worker.

Michael Soderquist, Community Development Director, explained that John Raineri's retirement left the City with an opportunity to fill his position with an entry level engineering technician and still have enough savings left over to hire a part-time facilities maintenance worker. Mr. Raineri had also been performing the facilities maintenance function for the past few years. The new position would be responsible for facilities maintenance at six City buildings.

Councilor Soppe discussed the change from a service contract to a full time janitor and facilities maintenance worker. The position would do simple carpentry, change lighting fixtures, receive work orders from different departments, and organize and coordinate people to do the work.

Councilor Larson asked whether as a part-time worker the person would be on call. Mr. Soderquist said it would be determined by Russ Thomas, Maintenance Supervisor. Discussion was held concerning allocating service hours.

Mayor Stewart addressed coordinating the work hours to accommodate the needs.

Councilor Currier discussed the part-time nature of the position and how this affected benefits. Mr. Soderquist said it may involve a recent retiree or someone similar with related work experience. Discussion was held concerning accommodating the needs of the City during the time frame allowed. Approximately \$16 per hour would be the wage offered.

Councilor Andrews said it will not be a standard custodian but a person that has the experience with HVAC and similar equipment that would coordinate the work and repairs that need to be done around the City.

MOTION: Larson/Pugsley Resolution No. 2003-2425 authorizing the establishment of a new position in the Community Development Department, Public Works Division: Facilities Maintenance Worker. (Unanimous) Motion carried.

4. **Resolution No. 2003-2426** authorizing staff to send a letter to the Rail Division of the Oregon Department of Transportation (ODOT) accepting their offer to place Newberg on the ODOT list of potential grantees.

Mr. Soderquist presented the staff report and discussed the potential elimination of active rail crossings. There are three active rail crossings at Springbrook Road, Crestview Drive and Washington Street. Staff has had discussions with ODOT on the possible closure of the crossings at Springbrook Road and Crestview Drive in conjunction with the construction of a portion of the northern arterial (Mountainview Drive) between Springbrook Road and Aspen Way. A new crossing would be constructed about midway along this portion of the northern arterial. Mr. and Mrs. Austin have offered to give the city the right of way for the property needed to build the new crossing. ODOT has offered a \$400,000 grant to pay for construction of the railroad crossing. Staff is asking for permission to send a letter to ODOT asking that the City be placed on the list of grantees for funding the new crossing. Discussion was held concerning the adequacy of \$400,000 for one crossing.

Councilor Larson said that a resident of Newberg may have property in the path of the northern arterial. Will the home be moved or relocated? Discussion was held concerning the S-curve location. Mr. Soderquist said he did not believe that there would be any problem or need for relocation.

Councilor Currier addressed the lack of information on the project. He has a tough time without adequate notice to the people that they may be affected. Councilor Currier noted it would be creating two dead-end roads that would affect the future development of property. With respect to the closing of the crossings, since the railroad urges crossings to be at right angles, why wouldn't the railroad pay for it in line with safety concerns?

Mr. Soderquist said that ODOT is the agent for the railroad and will be the agency responsible for funding the closing of the railroad crossings. The \$400,000 is in today's dollars which will be increased for inflation at the time of the construction.. The \$400,000 is for the crossing only and not the S-curve. Councilor Andrews asked why it has taken 15 months to get this to the Council level? Mr. Soderquist said they were engaged with building the portion of Mountainview Drive between North College Street and Villa Road.

Councilor Soppe said ODOT will fund the flashing lights dealing with the crossings. ODOT will bear the cost of closing the crossings. It appears that ODOT will be doing the work. Discussion was held concerning the letter to ODOT.

Tape 1 - Side 2:

Councilor Soppe addressed the design and the drawings for the north side road. He noted that the way it was drawn implies that you cannot go right on Mountainview. Mr. Soderquist said that is not the intention. Mr. Soderquist said they have talked with the rural fire board, the police and fire departments about the proposal for the extension to avoid future problems. Discussion was held concerning availability of funding for the S-curve. Mr. Soderquist said we do not have funds at this time.

Mr. Warren Parrish, 30450 NE Wilsonville Road, Newberg, Oregon, said his concern was about the taxes paid for the new fire station on Springbrook Road that was to provide quicker service to that area. He finds it hard to believe that there would not be concerns over access. Mayor Stewart said that the response time from Station 2 would not be affected much by the road changes.

Councilor Currier said he wanted assurance that they will have a public hearing on the crossing closures at the proper time.

MOTION: Andrews/Pugsley Resolution No. 2003-2426 authorizing staff to send a letter to the Rail Division of the Oregon Department of Transportation (ODOT) accepting their offer to place Newberg on the list of potential grantees. (Unanimous) Motion carried.

5. **Resolution No. 2003-2428** approving the City Attorney evaluation.

Mayor Stewart said that this item was being removed from the agenda for further discussion.

6. **Resolution No. 2003-2429** approving a compensation adjustment for the City Attorney.

Mayor Stewart said that this item was being removed from the agenda for further discussion.

7. Discussion of City-paid memberships for Council members and City employees in local service clubs and community organizations.

Mayor Stewart said the City does not have a formal policy concerning dues, meals, etc. It is

done on a case by case basis. There are some meals paid for, but mostly it is only dues paid. Most people involved are supervisors.

Councilor Currier reviewed the City's chamber involvement and dues and how the City should be an ex-officio member. He feels the City should be involved in the various clubs. Discussion was held concerning about getting feedback to staff and the Council being a part of the various clubs (1 Council member for each organization). Mayor Stewart addressed the various service clubs in which the City should participate.

Councilor Currier said that one staff member should be a member in each organization. There may be staff members who have in their contracts that the City maintains membership in various organizations.

Councilor Soppe said he would like to see the benefits associated with membership in the various organizations. **Mayor Stewart** said that most clubs have programs that have speakers who inform the members of various topics of interest. Mr. Bennett said the City is an ex-officio member of the Chamber.

Councilor Pugsley said that we need to trust the City Manager and not attempt to micro-manage the staff and what organizations they belong to is beyond the Council's scope.

Councilor McBride said that staff should give service back to the community in volunteering.

Mayor Stewart said that Rotary and Kiwanis and Lions Clubs pay for children's scholarships and many other youth activities.

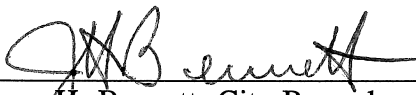
X. ADJOURNMENT

Mayor Stewart adjourned the meeting into executive session at 8:15 p.m.

IX. EXECUTIVE SESSION

1. Executive Session pursuant to ORS 192.660(1)(i) relating to review and evaluation of employment related to the performance of the City Attorney

ADOPTED by the Newberg City Council this 17th day of March, 2003.


James H. Bennett, City Recorder

ATTEST by the Mayor this 25 day of March, 2003.


Bob Stewart, Mayor