

**CITY OF NEWBERG COUNCIL MINUTES
NOVEMBER 20, 2006
7:00 P.M. MEETING
PUBLIC SAFETY BUILDING - TRAINING ROOM**

I. CALL MEETING TO ORDER

Mayor Bob Stewart called the meeting to order.

II. ROLL CALL

Members

Present:	Mayor Bob Stewart	Bob Andrews	Mike Boyes
	Roger Currier	Dawn Nelson	Bart Rierson
	Robert Soppe		

Staff

Present:	Jim Bennett, City Manager
	Robert Tardiff, Police Chief
	Al Blodgett, Fire Chief
	Dan Danicic, Public Works Director
	Elizabeth Carlson, Finance Director
	Jennifer Nelson, Recording Secretary

Staff

Absent:	Terrence Mahr, City Attorney
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Other

Present:	Darlyn Adams
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III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

IV. CITY MANAGER'S REPORT

Jim Bennett, City Manager, stated that he wanted to discuss with the council the possibility of having student representatives on city committees or commissions. He informed council that the planning commission is very interested and they would like to go forward with looking for a student planning commissioner. This would be a non voting member and would be a great way for a student to learn about the development of the community. Terry Molander at the high school has been trying for a while to get students involved in local government. He passed out an announcement that would encourage students to submit an application for being on a committee or commission. Specifically, this is aimed at the planning commission, but it could be expanded to other committees or commissions and even the council. He asked for council's permission to proceed.

Councilor Andrews looking at the second paragraph and the expectations of these people, asked if students were to receive an appointment, what the tenure would be...annually, by trimester, or semester?

Mr. Bennett said he believes it would be an annual thing.

Councilor Andrews asked what about commitment of the student.

Mr. Bennett replied that is one of the things on Terry's end, finding the right kind of student and then having to impress upon them that if they are going to do this then he or she would have to be committed to it.

Councilor Andrews inquired whether or not the applications would be presented to council first.

Mr. Bennett answered yes.

Councilor Boyes questioned if there would be any age brackets or age limits.

Discussion followed and it was concluded that students should be under the age of 18 to be eligible.

Councilor Boyes wanted to know if the person would be required to live in Newberg.

Mr. Bennett replied that students can be considered residents regardless of where they live in the district.

Questions were posed and discussion followed as to the definition of a year, whether defined by fiscal year, school year, calendar year, or a 12 month period depending on when student is appointed.

Councilor Currier asked if this was originally to be based within the high school system? He stated that he feared if out of three applicants, two were from college and one from high school that the college applicants may have a little more information and be a little more outgoing than high school students and it could be very one sided.

Councilor Nelson agreed with Councilor Currier about the high school students because a college student can claim their residency here in Newberg and they can come and apply for these positions.

Mayor Bob Stewart also agreed that the applicants should be high school students only.

Councilor Soppe raised three points... one to remind council that, when looking at the high school, to make sure that Newberg High School wasn't the only school looked at since there are others around. Secondly, he stated his bias was that the students should be residents of the city. The third one was that he fully acknowledged the difference between the high school and the college. He would be in favor of having two advisory only positions, one college level and one high school level. He agreed that there would be a real problem lumping them together.

Councilor Boyes stated that for the council positions, decisions would have to be made about who is eligible, residing in Newberg for one year at least as one requirement.

Mr. Bennett introduced the new Recording Secretary Jennifer Nelson to the council.

PUBLIC MEETING SECTION

V. PUBLIC COMMENTS

Darlyn Adams, representing the Newberg Animal Shelter Friends, stated "Make Mine Music" Dinner and Silent Auction netted \$16,085. They now have \$232 thousand in the building fund. Friday, December 1st will be at Cusick Picture Frame for the brick campaign, wine/pet calendars for 2007, and miscellaneous items. Saturday, December 2nd there would be photos with Santa and your pet from 1 pm to 5 pm, at the Public Safety Bldg. Saturday and Sunday, December 9th and 10th, is the Holiday Bake Sale at 131 Johanna Court from noon to 7 pm. The next meeting is Thursday, December 21st at 7:30 pm in the Public Safety Building. (see full comments in official record).

Councilor Soppe questioned how are we doing on estimating what this is going to cost.

Ms. Adams replied that if they have to pay for everything \$800,000 because building expenses went up 30% this past year. They are working on grants and feel that the actual cost will BE between \$300,000-\$400,000 and they are looking at the spring of 2008 to break ground.

Councilor Soppe asked if council could get numbers for the \$400-500,000 estimated in kind. He also wanted to know if Ms. Adams expected grants for the sum difference.

Ms. Adams stated that she did not have those figures at this time.

Councilor Boyes stated that council should come up with a plan for when to start construction, like Ms. Adams said, maybe 2008.

Councilor Currier inquired whether or not Mr. Mahr, City Attorney, went to this group about a memo of understanding.

Ms. Adams stated that it was given to him more than two months ago and she had not heard anything back yet.

Councilor Boyes requested that Mr. Bennett please make sure that he asks Terry Mahr about that memorandum.

VI. CONSENT CALENDAR

Consider a motion approving the City Council Regular Session Minutes for October 16, 2006.

MOTION: Currier/Nelson to approve the City Council Regular Session Minutes for October 16, 2006 as corrected. (Unanimous) Motion carried.
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VII. PUBLIC HEARING

None.

BUSINESS MEETING SECTION

VIII. CONTINUED BUSINESS

None.

IX. NEW BUSINESS

1. Consider approving **Resolution No. 2006-2688** authorizing the city manager to enter into an intergovernmental agreement with Washington County Consolidated Communications Agency for use of an 800 MHz Radio Communication System.

Bob Tardiff, Police Chief, presented the staff report.

Al Blodgett, Fire Chief, also provided additional information to the report about other areas that have already purchased 800 MHz radios.

Councilor Boyes asked for further explanation for how to change the system over.

Chief Tardiff explained that currently the city is not charged for tower fees, but we are nearing the end of the lease. We would start by disconnecting the phone lines and banning the old equipment. We would have a microwave rather than phone lines from this building to there. The only real change would be a lot wider coverage.

Councilor Soppe asked for confirmation that there would be no change in operability and the assumption that WCCCA has been doing this for a while, where they rent out space.

Chief Tardiff responded that it is fairly new for them; they were reluctant to take on new users at earlier times, but now they are real comfortable with it.

Councilor Soppe asked if there is a set formula for the price structure. He was concerned that, since we would be some of the small folks joining with those arrangements, sometimes the big guys start justifying real high prices for everyone else. But, if there is a formula in place that is fairly clear, and right now it is coming out under \$57,000, it is not such a problem. He inquired whether Chief Tardiff thought it is fairly well defined that the actual costs are what they are.

Chief Tardiff replied yes.

Councilor Andrews verified this as a technology issue, not dispatch... and that we do not buy the controller, we rent time on their system, going from a land line to microwave. He questioned what would happen if the microwave went out.

Chief Tardiff explained that what would be lost are the caller ID and the button for fire fighter or police officer down. Functionality may be lost in some features, but assured communication would still be available.

Councilor Soppe inquired whether next year's budget should reflect that all systems will have to be changed to digital in seven years.

Chief Tardiff assured him that they will propose to set aside additional funds for portables and mobiles.

MOTION: Currier/Nelson to approve **Resolution No. 2006-2688** authorizing the city manager to enter into an intergovernmental agreement with Washington County Consolidated Communications Agency for use of an 800 MHz Radio Communication System. (Unanimous) Motion carried.

2. Consider approving a motion directing the Citizen Rate Review Committee to consider expanding the utility bill financial assistance for low and/or fixed income customers.

Dan Danicic, Public Works Director, presented the staff report.

Councilor Andrews stated that on page 20 in the fiscal impact, the last sentence says “The provision of utility bill financial assistance to certain customers will require increases in overall rates to cover the cost,” and that depending upon what program, it may not. He asked that rather than “will”; it should state “may” increase. He would prefer the fiscal impact be reflective of what may happen rather than what will. He asked Mr. Danicic what was being recommended.

Mr. Danicic stated that his recommendation is to maintain the current program.

Councilor Andrews countered that he could not support his suggestion because that is not what he believes has been presented.

Councilor Rierson stated that he was having a hard time grasping the number of households at or below the poverty level from the report. He wished he had a better idea of exactly how many. He suggested that, when this is brought to the Citizens’ Rate Review Committee, it might be better to have a handle on that information to better assist them.

Councilor Currier referred to page 19 and asked if it would be possible to put a cap on it, at \$1000?

Mr. Danicic replied that we have not gotten to that level yet, but we could draw the line at that.

Councilor Currier questioned whether Mr. Danicic would feel good about raising that up another \$500-\$800 if we could find room in our budget. He stated that we need to justify who best is served and wondered if, as a staff member, Mr. Danicic would recommend maybe double the amount currently?

Mr. Danicic replied that he could not tell how it would change rates overall and that would be council’s decision.

Councilor Currier suggested we do something like the fire truck fee, adding 5 to 10 cents on every meter and set that aside strictly for poverty level people. He thought it may be a way everyone in the system could help out the city.

Councilor Soppe asked for clarification on what the ultimate goal was. He wondered if it was that if you get in a real bind we will help you out once or folks with low income should have lower rates. He also questioned what YCAP (Community Action Program of Yamhill County)

does to confirm the information people give them and what YCAP's procedure is. He stated that he preferred some other organization do that end of it. He also asked if anyone could define the term "fixed income".

Jim Bennett replied that the term was meant to refer to seniors with their only source of income being social security.

Councilor Soppe stated that his preference is that we drop the phrase "fixed income".

Councilor Andrews declared that he asked staff to come up with a way to mitigate rates with two criteria, elderly and low income, not even knowing we have any kind of program. It has been bounced around and now finally surfaced, for low income and elderly folks to have some sort of mitigation on their water bills.

MOTION: Andrews/Rierson to direct the Citizens' Rate Review committee to consider expanding the current program which provides financial assistance to low-income (especially for elderly low-income) water and sewer customers.

Councilor Rierson added that he did not like limiting it to the elderly and he did not see why there was emphasis on the elderly. He believes this needs a policy change, was not aware of this himself, and stressed that it needs to be more easily accessible.

Councilor Soppe also agreed that he would not support this with age being a qualifier and he thought it was quite inappropriate. He stated that he also thought that we need to give better direction to the Rate Review Committee, suggesting some sort of improvement on publicity and we need to tell them whether we want them to move in the direction of a one time or a general rate assistance.

Councilor Currier added that, if people are really looking for assistance, they can find it and if we want to promote something by advertising, we may get a lot more than what we need. We need to ride this out. If we do get it in the press and see there are more applications, then we can justify an increase to \$2000 or put a different cap on it before we make a recommendation or send it on to anyone else.

MOTION: Soppe/Rierson to amend the original motion to increase publicity of current program, drop the mention of age and direct the CRRC to take a rate based approach to expanding the program. (4 Yes/ 3 No [Boyes, Currier, Nelson]) Motion carried.

VOTE ON ORIGINAL MOTION AS AMENDED: To direct the Citizens' Rate Review Committee to consider expanding financial assistance to low-income water and sewer customers as amended. (5 Yes/ 2 No [Boyes, Currier]) Motion carried.

Councilor Soppe stated that he had two items he wanted to raise. The first one concerns moving to online utility bills being available. The cost seem a little high to him.

Discussion of cost of online utility bill payments commenced.

Councilor Soppe declared that the second item he wanted to discuss came to his attention the other night that we have no review going on of council rules.

Jim Bennett replied that the Council subcommittee established guidelines, not rules, and had waited for the Charter to be approved before making their recommendations to the Council.

Councilor Soppe stated that the charter for January first mentions rules in many places and the Charter subcommittee made a list of issues that need to be decided by rule and wanted them to be forwarded to the guidelines/rules subcommittee. If the rules haven't been changed, then we need to have them done in 6 weeks. We should go through the charter and see every place that makes mention of council rules and make sure we know what those rules are.

Councilor Currier asked if Mr. Bennett would have Norma Alley put the draft out to the council in email and hardcopy to confirm. Everyone can look at them and make comments as to what should be the rules relating to the charter. He stated that Mr. Bennett could probably pick them out for us and then we would be in basic compliance in reference to our charter.

Mayor Stewart reiterated that an email would be sent to everyone, everyone would make comments and suggestions and corrections, and then it would be compiled in reference to our charter.

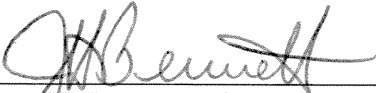
X. EXECUTIVE SESSION

None.

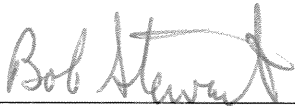
XI. ADJOURNMENT

MOTION: Rierson/Nelson to adjourn at 8:55 pm. Motion carried.

ADOPTED by the Newberg City Council this 18th day of December, 2006.


James H. Bennett, City Recorder

ATTEST by the Mayor this 21st day of December, 2006.


Bob Stewart, Mayor