

M I N U T E S

Community Relations Committee Dec. 5, 1991

PRESENT: Councilor Donna Proctor, Chair
Councilor Roger Gano
Councilor Alan Halstead
City Manager Duane Cole
Ben Erb, Assistant Fire Chief
Doreen Turpen, Librarian
Lt. Stan Newland, Newberg Police
Bert Teitzel, Director Public Works

ABSENT: Chief David Bishop
Councilor Jack Nulsen
Chief Elmer Christensen, Newberg Fire Dept.

1. Meeting was called to order by Donna Procter.
2. Reports from committees: Traffic Safety committee recommendations discussed:

*Regarding placing a stop sign on hazardous interstction at River and Sheridan, committee discussed this at length. Gano asked why not leave River a through street and place stop sign on Sheridan, but Newland explained that Sheridan has more traffic at that area so stop sign would stop more cars, be more obtrusive. Erb pointed out there are several stop signs on River already along the way, so it really isn't a through street. Halstead made motion to place a stop sign on River Street at the River/Sheridan intersection. Passed.

*Regarding recommendation to reduce speed to 20 mph on Park Lane. Discussed the fact that speed can't be indiscriminately reduced from 25 mph in residential area. It was decided traffic safety committee should re-evaluate how to correct the problem via other methods.

*Regarding painting curbs yellow at Sherman/School intersection. Moved to paint curbs. Passed.

*Regarding posting of "no through traffic" sign at Sunset Court. Approved.

*Regarding painting of crosswalks, curb stripes at Laurel/Villa intersection. Approved.

*Regarding placing a rubber stop marker on line about 20' from the stop sign on Crestview at Hoskins. Members decided this was the best option - that the removal of the stop sign would only make drivers think they could speed down the street with nothing to slow them down. Moved to place stop marker on line. Passed.

*Regarding denying a request for the stop sign at Third and Meridian: committee agreed that this was an unwarranted request.

*Regarding better placement of 25 mph signs along East 1st Street: Teitzel said that there were enough signs as far as he was concerned. Gano suggested a banner that would hang from a stop light, but Teitzel said state had refused to do this in the past. He said he would check out what options are available. No decision.

*Regarding posting 8th and Meridian as a school zone and painting curbs yellow. Approved.

*Regarding placing a left turn lane on College and ^{Hen} Main. Discussion occurred: Gano said such a move would hinder trucks from turning because parking spaces have already been eliminated there for easier truck turning; suggested could be "no left turns at this intersection" at certain hours of the day for trucks. Newland said left turn lanes do create some problems. Committee asks for a more thorough report back from Traffic Safety committee on this matter.

3. Selective Enforcement

*Newland reported that the police department is now issuing parking citations after one month of warnings. These are issued at random times and days in the main business area of town, and he doesn't know how long it will continue.

NEW BUSINESS:

*Proctor wanted to know if police are using an unmarked van. Asks, "shouldn't council know about any equipment used by police?" Newland advised that police used unmarked cars for a reason - to be unmarked. Cole said even he doesn't know all the equipment used by police, but if they are doing their job, that's what is important.

*Duane showed a news clipping about some people who want to make a new "state" called "Superior California" or "Baja Oregon," and suggested that we send a letter of support to them...

*Erb and Gano asked Teitzel about possibility of putting scotch brite tape around stop sign poles as extra way to warn motorists of the signs. Teitzel said he could check out the costs of installing such tape locally.

Submitted by: 
Judy Thouvenel
Secretary to David G. Bishop

min12591.cr

**MINUTES OF
COMMUNITY RELATIONS COMMITTEE
October 23, 1991**

PRESENT: Councilor Donna Proctor, Chair
Councilor Roger Gano
Councilor Alan Halstead
City Manager Duane Cole
Fire Chief Elmer Christensen
Doreen Turpen, Librarian
Public Works Director Bert Teitzel
Police Chief David G. Bishop

ABSENT: Councilor Jack Nulsen

1. Meeting was called to order at 1:05 p.m.
2. Reports from Other Committees (Traffic Safety)
 - A. Trucks Unloading and Loading by Lumberman's

We have sent numerous letters regarding the violations that are occurring and the manager at Lumberman's is very understanding but these are not his trucks. However, his employees often do the unloading. Chief Bishop said it would not be Lumberman's who was cited, if anyone was cited. Rather, the truck driver would receive the citation. Duane said we have been trying to take a proactive approach to these type of community business issues and we need to decide to what degree we are willing to work with local businesses in these type of predicaments.

They are looking at the Scharff property but are having difficulties with the State in 99W access. Scharff said they have deed protections in place that go way back but the State still has the right to restrict access onto their highway. This is a legal issue that an attorney will have to get involved with rather than the City. They are talking about changing the access to include Lewis Communications and actually make that area more of a general shopping area.

Bert said his department has not seen a site plan yet but he knows that Lumberman's wants to get their building as close to the street as possible.

The question is still where are the trucks going to

unload. It was mentioned that perhaps they could unload next to the nut factory and transfer the inventory using smaller trucks or lift trucks to their site. Duane said that lot is full of inventory right now, but he could ask Mike to talk to them about it for future use.

Roger asked who would be liable if something happened as a result of the trucks parking in the middle of the street and Chief Bishop said the trucking company would be, as we have not issued them any special permit to be parking there.

B. Stop Signs by Central School

Traffic Safety has requested that two stop signs be installed by Central School. This was referred to Bert to look into.

C. Marking at Hwy 219 and E. Second St.

Bert said we are waiting for the county to re-stripe the intersection and they said it is scheduled for early November. We will then put reflectors up. He said they are going to try putting the stripes up and over the hump in the road so they are visible from all directions.

NEW BUSINESS:

1. Library Board

We are in the process of defining the role of the board and changing it to more of an advisory committee. The board initiated the action. The board went more into an advisory role in 1983 and things were written into the ordinance that gave them more authority than they currently should have according to State law. It includes language that defines it as advisory board, addresses State law and acknowledges that the City Council is the body that makes the final determinations. The revision defines roles and incorporates these roles as well as local detention of materials, stating the new allowable late penalties under State law.

Duane feels the Library Board should act more in the same way that the Planning Commission and Traffic Safety Commission do in that they report directly to the City Council instead of to the City Manager (who then reports to the City Council). He said if they want to be part of the budget process they can attend the budget meetings.

2. Morris Janitorial

They took over the service of the library the first of this

month and Donna said the downstairs womens' restroom is filthy and doesn't appear to have had a thorough cleaning in a very long time. Duane said State standards are to check public restrooms every two hours but we cannot comply with that as our janitor is only here once a day.

3. Parking Enforcement

Donna wondered if we could possibly use the animal control officer to mark tires on First Street part time.

Chief Bishop said we had to pull back on Darleen's hours to conform to State guidelines, as she has a seven-day week due to the care needs of the dogs and cats in the pound. She is working less hours per day now and using county dog control to help as well.

We could possibly consider getting a code enforcement officer who would work out of the city attorney's office, as they have to deal with so many different departments within the city. However, Duane said it would probably cost the city around \$40,000 (which includes salary, supplies and a vehicle) to fund this position. Donna said she disagreed with that figure.

It was asked whether we could use practicum students for this duty or not, and Chief Bishop said we would be crossing the line and the college would not approve of it. The position requires someone who can appear in court whenever necessary and we cannot expect our practicum students to do that.

4. Trucks Parking at Sitka and Hancock

Chief Christensen said trucks are being left at this intersection, causing a traffic hazard because they park clear up where the streets join, which blocks proper view of oncoming traffic. Bert said he would take a can of yellow paint out and take care of the problem.

Roger said it is not the responsibility of the City to find places for trucks to park, but Bert said he put feelers out to the realtors anyway to see if they knew of any vacant lots where the trucks could go. So far there has been no response.

5. Request for 2-hour Parking on College and Hancock

The Red Electric Coffee Depot located in the old Brown's funeral home is requesting 2-hour parking on both streets outside their business. Alan said we should consider making no parking on both sides of College Street at that location and install a left hand turn lane onto Hancock.

6. 9-1-1 Center

Alan asked if we have received any information back yet on whether Dayton would definitely come over if we were willing to receive their incoming 9-1-1 calls and dispatch for them. Chief Christensen said he has not been able to get together with the Dayton Fire Chief yet, but he still intended to. Roger said Elmer should ask Dave Yandell how much money we would get from 9-1-1 money if we do take Dayton over. Duane said he doesn't have a problem getting the staff to spend time on this issue if we are sincere about doing this. But we are going to have a hard time dealing with the Sheriff on the issue of centralized dispatch as it is, and his feeling is it will be difficult for us to take over the Dayton district without a lot of training, as our people are not familiar with it at this time. Duane would like to see a copy of their contract.

Alan said this is a political issue and the question is whether our citizens are going to get the same level of efficiency in service from Y-Com as they are presently getting from our center. If not, then he feels we should fight this kicking and screaming all the way. He said it may be two years from now before we know all the facts.

Meeting adjourned at 2:10 p.m.

Respectfully submitted,



Marily Rementeria
Recording Secretary

COMMUNITY RELATIONS MEETING

September 27, 1991

Attendance:

Roger Gano	Councilman
Duane Cole	City Manager
Elmer Christensen	Fire Chief
John Thomas	Utility Manager
Doreen Turpen	Newberg Library
Alan Halstead	Councilman
Jack Nulsen	Councilman
Donna Proctor	Councilman
Bonnie Dodson	NPD Communications Mgr.

Chief David Bishop:

Newberg Police Department is currently working with the Fire Department on a joint Arson Investigation. Also Newberg police officers arrested two males who recently have been involved in car prowls in both the Newberg and Dundee areas.

Chief Elmer Christensen:

Arson has been quite a problem recently. Most recent was Dubois Chevrolet. Smurfit has been keeping the Fire Department very busy with hog fuel and oil storage fires.

NEW BUSINESS:

A. Time and date of future meetings:

This was discussed and it was decided that 1:00 was a good time for future meetings.

B. Increase in Animal Control Fees:

Chief Bishop talked with McMinnville finding that our city fees for animals is considerably lower compared with County Animal Control. For example, Newberg's impound charge is \$10.00, where the County is \$15.00. Other fees are similar where Newberg is charging approximately 1/4-1/2 less than Yamhill County. Chief Bishop recommended that Newberg get its fees more in line and consistent with the county as we are getting the calls outside of the city because the county costs more to deal with.

Duane Cole suggested that we check further into this situation and possibly update the letter of understanding. Roger Gano suggested that we should consider charging extra for people

Chief Bishop advised that he felt that it is necessary that we also charge a fee for cats as they take a majority of Darleen Harding's time.

Roger Gano recommended that we add a 25% surcharge for services to patrons outside of the city limits of Newberg.

Alan Halstead asked if we ever picked up animals for the county in which Chief Bishop advised him that we did. Alan stated that in this case, it would be unfair to charge the animal owner and that the county should be charged the additional 25%. Chief Bishop stated that we will only pick up animals outside of the city under special circumstances and that this would really not be a problem. Chief Bishop feels that the county needs to take responsibility for the county.

Jack Nulsen questioned whether the city was losing money and Chief Bishop advised that the line was so close, that if cuts were needed, Animal Control would be the first to go. Chief Bishop feels that if the program can continue to pay for itself, it should be kept for the citizens of Newberg.

Duane suggested that we contact the Sheriff to include Animal Control in the levy.

C. Parking signs on First St.:

John Thomas advised there was a problem with the sign at 806 E. First St. It basically says, "Doctor's Only". We stripped the parking last month, the sign ended up basically in the middle of a parking space. The doctor who has an office there, is still using the sign and parking in two spots. The issue is, "is the sign legitimate to remain there?" If it should, then it needs to be relocated to take up only one space. If it is not legal, it should be removed.

Chief Bishop questioned why the sign was there and by what authority was it placed there. It was undetermined when exactly the sign was put there. Roger Gano suggested that if the sign is to remain that it state something similar to "medical loading/unloading zone only."

Chief Bishop felt that action from the committee should be taken. Alan moved to have the sign removed, which was seconded by Donna Proctor.

Both Jack Nulsen and Roger Gano felt that if there were any other privileged parking signs, that they would fall into this category. If the party feels that they had a valid reason for the privileged parking, then they could appeal.

D. Obstructions in right-of-ways:

John Thomas addressed that there had been several problems with basketball hoops on the right-of-ways. He suggested that activities such as basketball and also, sales of items on the street be by permit only (with the exception of Old Fashioned Festival). There would not be a cost involved at this point, however, these things could be kept track of and complaints taken care of accordingly.

E. Old Fashioned Festival Liability:

Chief Bishop was concerned at the liability this may involve if the city begins to give "permission" for these activities to be performed in the street. An example would be the recent high school parade through the city streets.

Donna question liability during the Old Fashioned Festival. Chief Bishop responded that this was brought to the police department's attention with the case in Canby, OR. where people were injured. The question is, "who has liability?". Chief Bishop suggested that the city come up with some type of criteria for insurance required for parades, etc.

Since the school refused to sign liability for this year's parade, it was not allowed. At this point, we really need to see where the lawsuit in Canby, OR is going to end up, but the school needs to accept some responsibility for their activities.

Duane stated that if there was an accident, the best position the city would be in (using the Old Fashioned Festival) would be if they had insurance and we were second place. The City has its own insurance, however we are covered for one community parade per year. The other parades leave us open for lawsuit if we grant the permit.

Duane stated that this is not a good position for the city and whoever plans the parade should have insurance in first place.

F. 9-1-1:

Elmer Christensen advised that Dayton would love to come to Newberg Communications, but there is a money problem. They do not have to pay the county for service because the county just keeps their 9-1-1 money. Chief Bishop and Bonnie Dodson met with Dave Yandell, Oregon Emergency Management. Chief Bishop advised that the issue of the communications center dispatching for the primary law enforcement agency for the county taking all 9-1-1 calls, including fire and ambulance was discussed. Chief Bishop advised Mr. Yandell that this was a political issue that the Oregon Emergency management should not be stepping into. Also, they should be looking at the

"District" for dispatching, not just the agency.

Update on Canine Program:

Chief Bishop advised that there was two issues there which were the care of the dog and the facilities.. We did a random inspection of the dog and facilities and found that they were within our standards and guidelines.

Update on the Drug Problem:

Chief Bishop advised that the complaint regarding the domestic and drug problem on Rinkes Court area should be improving. The female served a restraining order on the male subject. Our officers had contact with the male subject and told him to clean it up. Our surveillance shows that nothing is going on. The complainant will only be happy when they move out.

H. Fire Inspection Fees:

We just about have the business list up to date. Between the Building department and the Fire Department it should be kept right up to date. The billing will be in the first part of October with a due date of November 1. One mailing will go to all of the self-inspected places with a letter explaining the fees. The other will be a form to fill out for the business that will be inspected along with an explanation about it and a bill for the fee.

The Fire Department will also be doing spot inspections. Elmer is sure that he will run into a few problems, but feels that they will be minimal. It is a very simple form to fill out. Jack Nulsen had a question as to liability if the person fills out the form wrong.

Duane suggested that the question be referred to Terry Mahr. Roger Gano suggested to make the form information only, exempt from liability.

I. Requests from The First Step Day Care Center:

The day cares wishes for a school zone/bus stop/crosswalk signs to be put up.

John Thomas advised that Bert Teitzel felt that we should put in the crosswalk, which will take off approximately 2 parking spaces on each side of the street. John also advised that Bert Teitzel felt that we should go ahead with the bus

stop and school zone sign and come back later for a no parking sign. There were no objections for the initial signs and it was suggested to come back to the city council for the no parking.

Meeting Adjourned at 2:15 p.m.

Respectfully Submitted,

Bonnie Dodson
Communications Manager