

BROWNSVILLE CITY COUNCIL  
MEETING MINUTES

July 26<sup>th</sup>, 2011

ROLL CALL: Mayor Ware called the meeting to order at 7:00 p.m. with Councilors Van Sandt, Shepherd and Boyanovsky present. Councilors Chambers, Gerber and Cole were excused. City Administrator Scott McDowell, Public Works Director Karl Frink and City Planner Bill Sattler were also present.

PUBLIC: David Richardson, Kaye Fox, Mike Nida, Hunter Ashcraft, Thane Ashcraft, Eric Damron & daughter.

ADDITIONS AND DELETIONS: None

MINUTES: Council reviewed the minutes of the June 28<sup>th</sup>, 2011, meeting. Councilor Boyanovsky moved to approve the minutes as presented. The motion was seconded by Councilor Van Sandt and was approved unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. Mr. Jad Lemhouse & "Pearl Street". Mr. Lemhouse addressed the Council again regarding relocating power poles on a driveway adjacent to his property. Mayor Ware asked if the other property owners involved were willing to participate in the cost of moving the poles. Mr. Lemhouse indicated that they were not. Mayor Ware reported that Fire Chief Kevin Rogers indicated that the current situation did not create a problem for the Fire Department. Councilor Shepherd compared the situation to a recent matter involving Mr. Bob Anderson and some power meters that needed to be moved. Councilor Shepherd stated that the City had not participated in the cost of moving the power meters and didn't think it should contribute to moving the power poles. Councilor Van Sandt said that she had driven down the driveway and didn't see a problem with the pole locations. Councilor Shepherd made a motion that the City not participate in the cost of relocating the poles. The motion was seconded by Councilor Van Sandt and was approved unanimously.
2. Mr. Jim North – Pioneer Park Proposal. Mr. McDowell said that Mr. North was unable to be present but that he could address the topic. Mr. McDowell said that Mr. North wanted permission to sell firewood to campers in Pioneer Park. The Council discussed the issue and were concerned about "opening the door" to vending in Pioneer Park and thought that it would be best for Mr. North to partner with an existing store to sell firewood for campers. The consensus of the Council was to continue the policy of no vending in the park.

DEPARTMENT REPORTS:

1. Sheriff's Report. Sgt. Brad Kelley said that Deputy Sutton had requested additional speed limit signs at the various entrances to town. Kelley recommended that these signs be installed. Mr. McDowell said that he will talk to the Linn County Road Department regarding Seven Mile Lane, North Main and Washburn Street. Kelley was questioned about recent burglaries and said that there were suspects but that additional evidence was needed before charges could be brought. Mr. Dave Richardson introduced himself as the Park Caretaker and said that there are problems with speeding in Pioneer Park.
2. Planning. Mr. Sattler updated Council. Mr. Sattler said that he had been continuing to work on various nuisance situations and thought that most of them had been well resolved. He said that the group doing the mowing for the City abatements was behind schedule due to the manager having emergency surgery but they should be getting caught up. Mr. Sattler said that he is

continuing to work on the Library's new computer system and it is almost completely finished. He said the new electronic inventory system seems to be working fine. Mr. Sattler told the Council that the various draft agreements requested at the last meeting were in the Council packet for their review.

3. Public Works. Mr. Frink said that the water plant had been inspected by the State of Oregon. He said that Filter 2 was scraped and that Filter 3 is next. Mr. Frink explained that this is necessary annual maintenance for the filters. Mr. Frink reported that the Park Caretakers had pressure-washed the playground equipment. Mr. Frink said that he Public Works department had built a small retaining wall to stabilize the bank next to the culvert at Library Park.
4. City Administrator. Mr. McDowell said that he had met with the Brownsville Art Association to discuss possible projects with them. He said that they will be installing some additional lighting which they will be paying for. They are also interested in putting in carpeting. Mr. McDowell said that they had received a grant for \$1,000 from the Linn County Cultural Coalition which needs to be finalized by February 2012. Mr. McDowell said that the Calapooia Watershed Council is exploring the possibility of finding a different office space. They are considering a storefront downtown being vacated by Sharing Hands. They are in need of a bigger space. Mr. McDowell said that they are welcome to move and he will accommodate them as best as possible. The nature of the lease with the Watershed Council was to work together. Mr. McDowell indicated that the streambank restoration in Pioneer Park is still marked pending on the Oregon Watershed Enhancement Board's (OWEB) website. He said that he did learn that there is still time to try to get the project included in a federal funding bill (Water Resources Development Act; WRDA) and he is gathering letters of support for the project. Mr. McDowell said that the contractors for the Gateway Project are mobilizing equipment and noted that they are surveying reference points, not areas where work will necessarily be done. Mr. McDowell said that he had met with some property owners regarding that issue. McDowell also indicated that he is working with Boldt, Carlisle & Smith, City Auditors, on statement 54 issued by the Governmental Accounting Standards Board (GASB) which will require future legislation. He indicated that the Administrative Assistant position has been posted and the closing date will be August 5<sup>th</sup>, 2011.
5. Library Report. Mrs. Lemhouse provided the Council with a written report.
6. Court Report. Mrs. Nida provided a written report.
7. Council Comments. Councilor Boyanovsky said that he went to the Rec Board meeting the previous evening. The board was unable to officially quorum, however they were considering Steve Brenner's request to put the ping-pong table on the stage at the Rec Center. Boyanovsky also reported that he has been attending the Cascade West Council of Government meetings. They are having difficulties meeting budget and are looking for ways to retain key staff members.
8. Citizen Comment. Mrs. Kaye Fox told Sgt. Kelly that there were people speeding on Kirk Avenue and asked what was being done about it. Sgt. Kelly said that there are speeders everywhere and the Deputies patrol all areas of town as much as possible. Mr. Eric Painter told the Council that he is trying to organize a Blues festival for August 2012 and hoped to be able to donate proceeds to the City and local organizations.

#### LEGISLATIVE:

1. Resolution 667 - Workers Compensation Coverage (annual) Mr. McDowell reported that this is a Resolution which needs to be passed annually if Council chooses to provide coverage to volunteers. Councilor Shepherd moved to approve Resolution 667. The motion was seconded by Councilor Van Sandt and was approved unanimously.

2. Resolution 668 – Public Works Services Schedule. Mr. Frink offered one suggestion, saying that labor should be billed at \$50 per hour and \$75 per hour for overtime. Councilor Boyanovsky moved to approve Resolution 668 with that change. The motion was seconded by Councilor Shepherd and was approved unanimously.
3. Ordinance 733 – Alley Vacation Proceeding (First Reading). Councilor Van Sandt moved to read by title only. The motion was seconded by Councilor Shepherd and was approved unanimously. Mayor Ware read the title of Ordinance 733 and the second reading was set for the August 26<sup>th</sup>, 2011 meeting.

ACTION ITEMS:

1. Julie Shoemaker – Loading Zone. Mr. McDowell reported that Mrs. Shoemaker had requested that the no parking zone in front of her store be converted to a loading zone. Councilor Van Sandt said that parking was not permitted there due to a safety issue for pedestrians using the crosswalk. Councilor Shepherd made a motion to leave it as it is. The motion was seconded by Councilor Van Sandt and was approved unanimously.

DISCUSSION ITEMS:

1. Sweet Home Sanitation Contract. Mr. McDowell said that he had met with Scott Johnson to discuss rates and services. He said that he would have more information for the August or September Council meeting.
2. Hwy. 228 Property. Mr. McDowell said that he had spoken with Mr. Joling and told him that Sweet Home Sanitation had offered to waive their hauling and disposal fees to remove the homes. He said that Mr. Joling is looking at his alternatives but would like to see a decision reached by September. Council agreed.
3. Executive Session Minutes. Mr. McDowell informed Council that the minutes had been signed by the approved parties.
4. Administrator Contract. Mr. McDowell reported that he and Mayor Ware had gone over the contract and had signed it.
5. June Financials. Mayor Ware noted a \$300 discrepancy in balance amounts which Mr. McDowell will correct.

CITIZEN COMMENT: Mrs. Kaye Fox said that her neighbor's yard had been cut but that they hadn't picked up the cut grass so she was concerned about the fire hazard.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The motion was seconded by Councilor Boyanovsky and was approved unanimously. The meeting was adjourned at 8:03 p.m.



City Administrator S. Scott McDowell



Mayor Don Ware