

BROWNSVILLE CITY COUNCIL
MEETING MINUTES

September 27th, 2011

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

PUBLIC: Marilyn Grimes, Patty Linn, Debbie Wynne, George Frasier, Eric Gerber, Steve Chambers and Chenoweth Robertson.

ADDITIONS AND DELETIONS: None

MINUTES: Council reviewed the minutes of the August 23rd, 2011, meeting. Councilor Cole moved to approve the minutes as presented. The motion was seconded by Councilor Van Sandt and was approved unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. Pioneer Park Restrooms. Mr. McDowell gave a presentation on the history of the restrooms in Pioneer Park which were lost due to erosion. Mayor Ware invited public input on ideas for replacement of the restrooms. Ms. Patty Linn said that for her it is a quality of life issue and she wanted to see permanent restrooms built because she didn't want to use the portable toilets. She said that the Park Board is in favor of constructing permanent restrooms. Ms. Linn said that she was concerned about the proposed location of the new restrooms next to the basketball court because children would have to cross the road to get to them. She said that the site selected needed to be out of the flood plain. She said that in the interim more portable toilets were needed than had been present this summer. Councilor Gerber asked what she thought about the proposals to put a concession stand and showers in the park. Ms. Linn said she didn't have any strong feelings and thought it might be possible to make some money off the showers. Mr. George Frasier spoke on behalf of the Rec Center. Mr. Frasier said he also didn't like the proposed location because of safety concerns. He said that he did want to see a permanent building constructed. He suggested making the building larger than immediately needed so it could be utilized in the future. Mr. Frasier said that he didn't have a strong opinion regarding the showers but said that the Rec Center would like to see a concessions area included. Mr. Frasier also said that they would like to have a storage area where sports equipment could be stored. Councilor Cole asked who would actually use showers if they were installed. The consensus seemed to be that the main use of the showers would be from campers. Mr. Gerber said that a couple of times a year groups rented the Rec Center to use the showers there. Debbie Wynne of the Pioneer Picnic Association said that she agreed with Mr. Frasier and would like to see a permanent building. Councilor Van Sandt said that the Council needed to consider the philosophy they wanted to use regarding the parks. She said that she thought the Rec Center would use a concession stand. Councilor Shepherd said that he supported permanent restrooms but thought that there would be too much chance of vandalism if showers were installed. Councilor Van Sandt said she also supported restrooms and it would pay off over time. Councilor Chambers also supported restrooms and thought storage for the Rec Center and the Caretakers would be a good idea. She said that she didn't like the idea of installing showers. Councilor Chambers asked if the Rec Center would be willing to contribute to the cost of building a concession area. Mr. Frasier said he didn't know. Councilor Gerber suggested that aesthetics be considered in picking a design. Mr. McDowell said that there is currently \$80,000 in the budget; this figure is based on a 480 s.f. configuration. He indicated that it would be much less expensive to build a small storage building rather than making it part of the restrooms. Mr. Frink said that there are limits on where the restrooms can be located due to access to the lift station. He said that any site other than the one proposed will be much more

expensive to connect to the sewer system. The Park Board determined this location in the 2010 Park Master Plan which was approved by Council. Mayor Ware suggested that the discussion be tabled for the evening and continued at a later time.

DEPARTMENT REPORTS:

1. Sheriff's Report. No one was present.
2. Planning. Mr. Sattler told the Council that there had been some permits issued for new commercial construction. He said that Advanced Mechanical is expanding with another large metal building and Dr. Glenn is constructing a new dental clinic at the former location of the Heritage NW office on Hwy. 228. Mr. Sattler said that he had submitted the grant application to the Department of Land Conservation & Development (DLCD) but had not heard when the results would be announced.
3. Public Works. Mr. Frink said that his department is now shifting over to small handheld computer units for doing the monthly meter reading. He said that eventually the data will be automatically transmitted to the units but for now they are entering the readings. Mr. Frink said that it is better than using paper and that it makes it easy for the data to be uploaded to the billing software. Mr. Frink said that he is working on rewriting the water plant manuals as requested by the State. Mr. Frink reported that the drainage work on Howe Street is complete and they removed over 60 yards of material from the ditch and built a nice retaining wall. Mr. Frink said that the Eugene Kennel Club event in Pioneer Park had gone well with not many complaints reported. Mr. Frink said that one of the pumps motors at the Mill Race pump station had failed and would need to be rebuilt. He said that was because the backwash function was not working as designed. Councilor Cole asked if South Oak Street would be widened as part of the road work. Mr. Frink said that it would stay the same width. McDowell expressed concern that South Oak Street would become a shortcut for people trying to get around school buses and farm implement which could create an unsafe condition for the street.
4. City Administrator. Mr. McDowell updated the Council on the status of the work on the Gateway Project. Mr. McDowell said that he has heard that Oregon Watershed Enhancement Board (OWEB) is responding to political pressure regarding the erosion situation in Pioneer Park and contacted the Calapooia Watershed Council to discuss options. Mr. McDowell said that they were told that the best option is to fund the proposed project. Recently, OWEB denied funding for the Pioneer Park Erosion concern. McDowell said that staff will be meeting with Jon Erwin and John Cunningham to work toward finalizing the Water Master Plan by the end of year. Mr. McDowell said that Katie McCord has started at the new Administrative Assistant position.
5. Library Report. Ms. Lemhouse provided the Council with a written report.
6. Court Report. Ms. Nida provided a written report.
7. Council Comments. Councilor Boyanovsky said that he went to the Rec Board meeting the previous evening. Boyanovsky felt that Mr. Fraser did a great job representing the facts that were discussed during the Rec Board meeting.
8. Citizen Comment. None.

LEGISLATIVE:

1. Ordinance 735 – Amending Brownsville Municipal Code, Chapter 8. Councilor Cole moved to read by title only. The motion was seconded by Councilor Boyanovsky and was proposed

unanimously. Mayor Ware read the title of Ordinance 735. Councilor Cole then moved to approve Ordinance 735. The motion was seconded by Councilor Shepherd and was approved unanimously.

ACTION ITEMS:

1. Arbor Day Proclamation. Mayor Ware shared the 2011 Arbor Day Proclamation with Council. Arbor Day will be held on Saturday, October 22nd, 2011 in front of City Hall. Mayor Ware will be re-dedicating the Fire Bell as part of the ceremony.
2. S. Oak St. Water Line. McDowell reported that City Engineer Jon Erwin felt it was best to wait on constructing this project this fall. There have been several design elements that have recently been discussed including storm drainage and adding curbs. Erwin Consulting provided additional cost estimates for the additional curbing. Public Works Superintendent Karl Frink worked with Ryan Quigley to determine what could be done with the surface drainage. The primary objective is to complete the water line and reconstruct the street. Erwin Consulting did not include curb and gutter for the project. McDowell said that he had recently been in an historic district in Charleston, South Carolina where they had left the curbs, that were in similar condition as the ones here in town, and repave the roadway. McDowell said that that particular job turned out very nice. Councilor Cole asked Councilor Chambers about her thoughts. Councilor Chambers felt that waiting on the project would not be a problem. Chambers was concerned about the drainage and asked staff about what could be done with the standing water. Public Works Superintendent Karl Frink indicated that two catch basins would be included on the project but ultimately they would not drain to an outlet. Basically, you would pick up some storage for the storm water. McDowell indicated that to add the storm drainage the project would have to be put on hold indefinitely due to the price of such a capital project. A storm water line would need to be added all the way down Ash Street to properly tie in Locust Street and Center Street. The motion was made by Councilor Cole, seconded by Councilor Shepherd to repair curb and gutter as needed, add ADA sidewalk ramps as needed and to delay the project for the beginning of 2012. The motion carried unanimously.
3. Budget Committee Appointments. Rick Dominguez, Don Andrews and Marilyn Grimes have all requested to be reappointed to the Budget Committee. Budget Committee have a three year term. The motion was made by Councilor Cole, seconded by Councilor Gerber to reappoint the above referenced members to the Budget Committee. The motion carried unanimously.

DISCUSSION ITEMS:

1. Park Agreements and Events Review. Public Works Superintendent Karl Frink and McDowell reported that the Eugene Kennel Club (EKC) had left the Park in great condition. Mrs. Debbie Berry was very excited about how the event had turned out. She plans on attending the November 2011 Council meeting. Discussion about the EKC event ensued. Councilor Cole indicated that she was in the Park representing the Brownsville Chamber of Commerce. Cole stated that many people came to town and were introduced to Brownsville for the first time. She felt the event was a success. Councilor Shepherd stated that he visited the Park over the course of the weekend and thought that, overall, everything went very well. Mayor Ware stated that his daughter had a problem with parking. The EKC charged her five dollars to park her vehicle. McDowell indicated that they were not supposed to charge for entry into the Park. McDowell also said that trailers and vehicles were parked across the sidewalk throughout the Park. There are a few issues that will need to be addressed if the EKC decides to hold their event in the Park next year. Councilor Cole indicated that she would have liked to see recycle containers. Frink said that anything such as recycling containers would need to be provided by the event organizer. Frink thought it may be a good idea for a fundraiser in the future. McDowell reviewed the Oregon Bicycle Ride (OBR) event. McDowell read a thank you from Sanna Phinney who had organized the event. Overall they were very happy with the Park and brought many people to town.

2. Park Use & Philosophy. Eric Gerber discussed several concerns regarding Park use. Gerber stated that the Rec Board has put in a lot of time, energy and effort to make the playing fields a nice place for kids to participate in sporting events. He felt very strongly that by allowing events to park in the area of the soccer field, that eventually it will cause problems. He stated that the field could not be watered as needed because of the EKC event. Gerber indicated that kids had been hassled about playing soccer their Thursday night. McDowell indicated that Mrs. Berry was made aware of soccer practice. By not being able to ready the field for play, risk of injuries rise. Councilor Gerber said that the numbers for EKC were down this year. She was told that they could easily have twice as many people watching the event. Gerber briefly discussed the original intent of the Park land donation. City Planner Bill Sattler indicated that the City did pay for the land. Gerber felt strongly that the Rec Center programs should come first. Gerber also asked Council to consider the best way to handle allowing events to come into the Park. The Park should be used by local people instead of being used predominantly by people outside of the community. Councilor Shepherd stated that the Park is being used for events for a very long time. He likes the idea of events because of the economic impact it has for businesses and organizations in town. Eric Gerber said that he was not opposed to having events in the Park but that he was concerned about how many events would be allowed in any given year. McDowell reviewed the current process Council has been using to deal with event requests. The ordinance was actually changed so that Council and the Park Board would have the ability to review all of events. Council is currently using the following process: 1) An event organizer approaches staff with an idea for an event, 2) Staff forwards the event concept to Council for consideration, 3) Council authorizes the City Administrator to develop a Park Use Agreement with the event organizer, and 4) the Park Use Agreement is reviewed by Park Board, if possible, and Council ratifies the agreement if they feel it is in the best interest of the City to do so. Council has the ultimate say on whether or not it is approved. Fortunately, most Park Use Agreement have been approved by the Park Board prior to being considered for final approval by Council. The EKC agreement did go to the Rec Board for input. Councilor Boyanovsky said that there was a difference between a park use and fairground atmosphere.

3. August Financials. No discussion.

CITIZEN COMMENTS: No comments.

COUNCIL COMMENTS: Councilor Van Sandt gave a brief report about the school gardens.

Mayor Ware called an executive session at the end of regular session, 8:56 p.m., using the following Oregon Revised Statute:

EXECUTIVE SESSION: Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke Section (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Council returned to regular session at 9:05 p.m.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The motion was seconded by Councilor Boyanovsky and was approved unanimously. The meeting was adjourned at 9:06 p.m.



City Administrator S. Scott McDowell



Mayor Don Ware