

BROWNSVILLE CITY COUNCIL
MEETING MINUTES

January 10th, 2012

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

PUBLIC: Angela Pellerin, Kaye Fox, George Frazier, Brandie Simon, Steve Chambers and Jim Mayer.

ADDITIONS AND DELETIONS: Mr. McDowell did not have any additions or deletions to the agenda.

MINUTES: The Council reviewed the minutes of the November 29th, 2011, meeting. Councilor Cole moved to approve the minutes as presented. The motion was seconded by Councilor Gerber and was approved unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. Angela Pellerin – Eugene Kennel Club. Ms. Pellerin was present to discuss the operating agreement for the Eugene Kennel Club Dog Show. The Council reviewed the revised draft agreement. Mr. McDowell said that representatives from the Rec Board and the Park Board were present. Mr. Frazier, representing the Rec Board, said that the Rec Board had two concerns. He said that last year there had been a conflict with some Rec Center practices because participants in the Dog Show had arrived early and set up in the ball fields. In addition, Mr. Frazier said that the Council should have the ability to prohibit driving on the fields in the case of a heavy rain. Councilor Gerber asked if there had been a problem about not being able to water the fields last year because of the dog show. Mr. Frazier said that they had refrained from watering before the event to keep the fields dry. He said this year the fields had been reseeded and it was possible that they would need to water to keep the new grass alive. Mr. McDowell said that some members of the Kennel Club were not aware of the schedule and that there needed to be better communication so that they did not set up early. Ms. Pellerin said that the agreement was for the Kennel Club to use the area from Thursday at 4 p.m. until Sunday evening. Councilor Gerber asked how the Kennel Club would address the issue that arose last year with trying to charge parking fees to residents and blocking Park Avenue. Ms. Pellerin said that they need to do a better job of making residents aware of the fact that they did not need to pay to use the park and that they would move their attendants into the entrance of the park to try to keep the traffic out of the street. Councilor Gerber asked if there should be a cap on attendance. Ms. Pellerin said that attendance last year was about 600 and that there was plenty of additional room. She said that show attendance is down due to the economy and that she would be happy to get 400 attendees this year. The agreement does allow for 600-650 as a maximum attendance. Councilor Chambers asked if the show would be cancelled in the event of rain. Ms. Pellerin said that it would not be cancelled. She said that she was concerned about the possibility of the Council changing the arrangement in case of rain as she thought it would cripple the show and she would like to participate in any decision about that. She said that the Kennel Club had put down a substantial damage deposit that could be used for any repairs that might be needed. Councilor Gerber moved to approve the draft agreement with the addition of a provision to the agreement giving the Council the authority to prohibit parking on the fields in the event of rain. The motion was seconded by Councilor Shepherd and was approved 6 to 1 with Councilor Chambers voting no. Councilor Chambers clarified that she was voting in opposition because of the amendment, not to the agreement as a whole.
2. Marilee Frazier – Senior Center. Ms. Frazier said that the American Legion is meeting at the same time to discuss what they want to do regarding the Senior Center. Mr. McDowell said that the City's agreement with the Senior Center expires in February and he recommended continuing it month-to-month until the Seniors wished to move. Ms. Frazier was asked if it was

likely that the Seniors would relocate to the Legion building. Ms. Frazier said it is very likely. She said that the Legion needs the Seniors to help meet their financial obligations.

DEPARTMENT REPORTS:

1. Sheriff's Report. Sgt. Kelly was unable to attend. The Council received a written report.
2. Planning. Mr. Sattler said that he had received a permit for a very large addition to a home in town. Mr. Sattler told the Council that the program of renting meeting space has been very successful with multiple rooms being rented on many days.
3. Public Works. Mr. Frink said that there had been a major water leak and that the reservoirs had lost 80 percent of their capacity in only three hours. He said that they were within an hour of going dry before the leak was located and isolated to stop the outflow. Mr. Frink said that the break had occurred in the 12" line running under the Calapooia River west of Pioneer Park. Mr. Frink said that the water level is too high to see the break and it will probably be summer before more details can be determined. Mr. Frink said that the reservoir has been refilled and that everyone in town has water again. Mr. McDowell complimented Mr. Frink on his work locating the leak and noted that the exact location had been determined by pumping that section of line full of compressed air. Mr. Frink said that maintenance work at the water plant had been completed which he said was routine due to the humidity and chemicals present there. The fallen leaves in Pioneer Park have been removed with the assistance of an inmate work crew. He said that ten 30-yard dumpsters full of leaves had been removed for recycling. Mr. Frink said that a large cottonwood has fallen into the river in Pioneer Park and he is investigating the options of what can be done with it.
4. City Administrator. Mr. McDowell reported that Katie McCord had resigned her position as Administrative Assistant which had created some operational concerns as Ms. Nida was retiring just a few days afterwards. He said that he had reviewed the previous applicants for the position and had offered the position to the next available candidate, Kurtrinea Muhs. Mr. McDowell said that he had arranged with Ms. Nida for her to return to assist in training Ms. Muhs for the position. Mr. McDowell reported that Mayor Ware and himself had met with Senator Beyer to discuss the Park erosion issue and said that State Senator Beyer and Representative Phil Barnhart will attend the Council meeting on January 24th, 2012 to be part of the Town Hall meeting. Mr. McDowell said that Scott Wright from the River Design Group will be at the meeting as well as representatives from the Calapooia Watershed Council. There will be a discussion of what options are available to address the erosion issues in Pioneer Park. Mr. McDowell said that he is continuing to work on the water line project on S. Oak Street and looking into the possibility of doing some pavement grinding on Washington Avenue. Mr. McDowell reported that there has been a problem with skateboarders on the new brick signs at Hwy. 228 and that the City is obtaining some protective devices to prevent the damage. McDowell indicated that he had received final word from the Mr. Steve Brenner regarding the Croquet Court. Brenner indicated that the contract would not be continuing. Public Works will be removing the water meter for this area as soon as the schedule allows. McDowell indicated that the City is close to finalizing the intergovernmental agreement with Linn County for Court Clerk Services. McDowell said that Council has already authorized the Mayor and Administrator to execute the agreement upon completion. McDowell indicated that he received a quote for the Park restrooms. The fee from the engineering firm was \$7,000 to provide a rendering, a specifications sheet and elevation drawings for permitting purposes. McDowell will be investigating other alternatives. Mayor Ware & McDowell will be meeting with U.S. Senator Jeff Merkley tomorrow morning in Tangent. Councilor Chambers inquired about the high gas bill last month. Mr. McDowell said that Northwest Natural had come out to inspect the system and had found several issues which will be addressed this upcoming Saturday but he has not yet received the latest gas bill.
5. Library Report. Ms. Lemhouse provided a written report.

6. Court Report. Ms. Nida provided a written report.
7. Council Comments. None.
8. Citizen Comment. None.

LEGISLATIVE:

1. Resolution 672 – Safety Policy. Mr. McDowell said that the City's insurer, City County Insurance Services (CIS), recommends that cities re-adopt their safety policy every year or two to keep it current for OSHA purposes. Councilor Gerber moved to approve Resolution 672. The motion was seconded by Councilor Cole and was approved unanimously.

ACTION ITEMS:

1. Senior Center Agreement. Mr. McDowell noted that he had previously discussed going to a month-to-month agreement with the Seniors on the same terms as the current agreement. Councilor Van Sandt moved to do so. The motion was seconded by Councilor Cole and was approved unanimously.

DISCUSSION ITEMS:

1. Council Retreat. Mr. McDowell said there had been some discussion about having a retreat to go over several items. A few dates were suggested. After some discussion, Council chose February 7th, 2012 at 7:00 p.m.
2. New Cougar Sightings. Mr. McDowell said that there had been a number of cougar sightings around town, recently north of town and that ODFW had told him they needed documentation before they could take any action. Mr. McDowell asked anyone seeing a cougar, cougar tracks or a possible cougar kill to photograph it and report it to either City Hall, the Linn County Sheriff's Office or ODFW so that it can be documented.
3. November Financials. No discussion.

CITIZEN COMMENT: Ms. Kaye Fox said that Leslie Heckathorn's house has been rented.

EXECUTIVE SESSION: The Council adjourned to an Executive Session pursuant to ORS 192.660 at 8:05 p.m.

REGULAR SESSION: Council returned to regular session at 8:45 p.m. A motion was made by Councilor Cole, seconded by Councilor Shepherd to give the Administrator a 4% raise starting retroactively to January 1st, 2012.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The motion was seconded by Councilor Chambers and was approved unanimously. The meeting was adjourned at 8:45 p.m.



City Administrator S. Scott McDowell



Mayor Don Ware