



Council Minutes

February 26th, 2013

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

PUBLIC: Officer Brad Kelley, John Morrison, Aimee & Ed Addison, Natalie Wade, Jo Ann McQueary, Kaye Fox, Marilyn Grimes, Pat MacDermott, and Brandie Simon.

ADDITIONS AND DELETIONS: Mr. McDowell stated that O 738 will be tabled this month due to time constraints related to illness.

MINUTES: The Council reviewed the minutes of the January 22nd, 2013 meeting. *Councilor Cole moved to approve the minutes as presented. The motion was seconded by Councilor Chambers and was approved unanimously.*

PUBLIC HEARINGS OR PRESENTATIONS:

Mayor Ware congratulated Jo Ann McQueary for recently being named a Ford Community Fellow by the Ford Foundation; quite an accomplishment!

1. Chamber of Commerce – John Morrison and Aimee Addison. John Morrison presented a Power Point presentation to Council. Mr. Morrison related some Chamber history for the Council. Records indicate the Chamber of Commerce originated in Brownsville in 1938. This organization is a mutually beneficial, non-profit volunteer organization providing leadership and inspiration for the City of Brownsville. The Chamber goals include business development and community enrichment. Some of the ways they have fulfilled these goals is:
 - encouragement of membership in businesses and organizations,
 - participation in community organizations,
 - actively market Brownsville,
 - encourage and/or put on events,
 - provide leadership,
 - and support community needs (flower baskets, gateway planters, Christmas banners, entry signage, etc.)

Mr. Morrison reported that their income for the year was \$19,033, and expenses totaled \$19,656.

Chamber President Aimee Addison was also present and informed the Chamber that she has been actively involved in the Ford Family Foundation Leadership Program. The Ford Foundation mission is to develop successful citizens and improve vital rural timber communities by focusing on leadership development. She would like to encourage anyone interested in this program to contact her for more information.

2. Park Board – Stabilization Discussion. Pat MacDermott, Marilyn Grimes and Brandie Simon were present to refresh Council on current Park Board goals dealing with the stabilization project. After the flood of January 17th, 2010 many different avenues of stabilization were pursued. It was discovered that even a



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low-end stabilization project would cost approximately \$300,000 with an uncertain end result due to the ever changing river channel. Council had indicated that they felt this was too much funding to invest in a project with an uncertain longevity factor. Councilor Cole asked if the Park Board has come up with a plan for the stabilization project. The Park Board would like to recommend moving the playground equipment to the "grassy plain" area of the park, due east of the flower building and basically redesigning and giving up some possible land to the river. Councilor Gerber asked if there would be a gradual slope to the river after retreatment. It was indicated that the City would probably need to stick with a cliff-like river edge due to a river slope being cost prohibitive. Park Board Chair Marilyn Grimes is hoping that the City will agree with their plan and begin budgeting for this project now. Brandie Simon also indicated that the safety of the children will increase with less vehicle traffic in the playground areas. The members of the Park Board indicated that there is no time frame just yet for retreatment to begin. It seemed to be a common agreement that river will do what it will, and the City will respond accordingly. Mr. McDowell said that if Council would like, he will begin budgeting for this retreatment in the upcoming budget in order to have funds available when appropriate. Council thanked the Park Board for their plan and for coming to the meeting with their plans and goals.

DEPARTMENT REPORTS:

1. Sheriff's Report. Officer Brad Kelley reported things have been very quiet. They have one pregnant sheriff, so Deputy Francis will be filling in while she is on light duty. The Willamette Country Music Festival continues the planning for their summer event. The Linn County Sheriff will need to increase their presence at the event, so they may need to bring in an outside agency to assist.
2. Public Works. Mr. Frink reported that Public Works is going well. Monthly projects included grading roads, cleaning catch basins, leaf clean up (13 dumpsters worth), park and cemetery cleaning, patching asphalt on Kirk Avenue, sidewalk and asphalt cleaning in front of City Hall. Councilor Cole asked if Public Works will be pressure washing the sidewalks downtown. Mr. Frink reported that the merchants are responsible for their own sidewalks. Mr. Frink reported that the Oak Street project is officially finished. There was one small sewer problem this month at the Rec Center. Mr. Frink finished up his report by stating that the North Plant is discharging 9 million gallons, and the South Plant is discharging 19 million gallons, with no issue or problems. Mr. Frink indicated that the Water Treatment Facility issue will be discussed later in the meeting.
3. Administrator's Report. Mr. McDowell reported that the Budget Committee notice will be going out soon to members. Mr. McDowell reported that he has been asked to represent the City of Brownsville at a meeting to be held on March 12th, 2013 for the Willamette Country Music Festival. McDowell and Chamber leadership will be discussing issues that will include possible shuttles from town to the Festival, camping in the Park and other opportunities. Mr. McDowell stated that the monthly financials will get back on track soon. McDowell is trying



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to obtain accounting services from Boldt, Carlisle & Smith. The City is having new flower basket brackets made to accommodate the 5 new baskets at the south end of town. Rescheduling of the Council Retreat will be addressed later in the meeting.

4. Library Report. No report this month, but Councilor Van Sandt remarked that she is impressed with the Library report and that Mrs. Lemhouse is doing a fantastic job with the Library.
5. Court Report. No report this month.
6. Council Comments. No Councilor comments at this time.
7. Citizen Comments. Kaye Fox, Senior Center President was present to inform Council of Senior Center upcoming events. In March they are hosting a pancake breakfast and a holiday bazaar in November as fundraising events. Other ongoing events include the Foster Grandparent program through Central Linn Elementary School, waffle suppers, and monthly luncheons. They are in the process of updating their bylaws which will take effect in 2014. They have a newsletter going out very soon. Current membership is 60 people.

LEGISLATIVE:

1. R 701: Water Treatment Plant & The Automation Group. *A motion was made by Councilor Cole to approve R 701, authorizing upgrades at the Water Treatment Plant in the amount of \$31,500. The motion was seconded by Councilor Shepherd, and the motion passed unanimously.*

ACTION ITEMS:

1. Authorize FY 2013-14 Budget Related Advertisement. *A motion was made by Councilor Cole to authorize FY 2013-14 Budget Related Advertisements. The motion was seconded by Councilor Van Sandt, and the motion passed unanimously with Mayor Ware abstaining from the vote.*
2. Voight and Collins Drainage. Mr. McDowell informed the Council of an ongoing drainage issue between John Voight and Michelle Collins. Mr. Voight is concerned about excess standing water on his and his neighbor to the east, Mr. and Mrs. Bowman's property this year. Mr. Voight indicated that he thought the City should address the issue because of drainage project completed on Galbraith Street in 2006. Mr. McDowell went out and inspected the flooded area, and informed both parties of his thoughts on the City's responsibilities. This particular drainage issue is not within the City's jurisdiction, as the flooding problem has not been caused by the City's drainage on Galbraith. Mr. McDowell encouraged the neighbors to work out this issue out between themselves as the City does not have force of law in this matter but was asked to see if Council was interested in helping in anyway, perhaps donating pipe. *A motion was made by Councilor Shepherd to take no action on this flooding problem as it is outside of the City's jurisdiction, and to let the neighbors work out the situation between themselves. Councilor Chambers seconded the motion, and it passed unanimously. Councilor Cole commended Mr. McDowell for providing the*



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appropriate documentation to both parties showing them where the City stands on the issue and how they can proceed from here.

DISCUSSION ITEMS:

1. Retreat Dates. Mayor Ware restated to Council that it is critical that *all* Councilors need to attend the retreat dates for the City Tour and the Goals Setting sessions. Calendars were consulted and the following dates were set: March 23, 2013 for the Saturday Tour of the City from 10:00 a.m. to 1:30 p.m., and Monday, March 25, 2013 for the Goals Setting session at 7:00 p.m. Mr. McDowell will electronically resend the information packets for the meetings.
2. Challenging Characters. Mr. McDowell will address this issue at the Council retreat based on some information received at the CIS Conference.

CITIZEN COMMENT: No citizen comments at this time.

COUNCIL COMMENTS: No Council comments at this time.

EXECUTIVE SESSION: The Council adjourned to Executive Session at 8:20 p.m. pursuant to ORS 192.660 Section (e) and (i).

Mayor Ware & Council returned to Regular Session at 8:28 p.m.

McDowell reported that long time City Attorney Harrang, Long, Gary & Rudnick are getting out of the municipal side of their practice. McDowell will start investigating the City's options moving forward.

ADJOURNMENT: Councilor Boyanovsky moved to adjourn, with Councilor Cole seconding the motion. The meeting was adjourned at 8:35 p.m.

Handwritten signature of S. Scott McDowell in blue ink.

City Administrator S. Scott McDowell

Handwritten signature of Mayor Don Ware in blue ink.

Mayor Don Ware