

ADAIR VILLAGE CITY COUNCIL MINUTES-Final

6030 William R. Carr Avenue

Tuesday, August 5, 2008 – 7:00 PM*

Attachment A

CC Mtg 080819

Agenda Item	Action
<p>1. Roll Call: Members present: Councilors Steve Bittner, Charline King, and Alice Tucker. Mayor Bill Currier in transit (arrived 7:35). Councilor Kubler is out of town. City Administrator Drew Foster recorded the meeting. Mayor Pro Tempore King started the meeting.</p>	<p>Mayor Pro Tem King called the meeting to order at 7:00 p.m.</p>
<p>2. Consent Agenda: a) Minutes – City Council Meeting-July 15, 2008 b) Bills-through August 5, 2008</p>	<p>Councilor Tucker moved to approve the consent agenda, second by Councilor Bittner. Passed Unanimously.</p>
<p>3. Public Comment: None.</p>	
<p>4. Dinnis Water Lease (4a on Agenda) CA reported that there are three primary issues in allocating water usage and rights:</p> <ul style="list-style-type: none"> • Point of diversion • Place of use • Type of use <p>The first two can be dealt with by a temporary transfer of rights; to change type of use (from industrial to farm or irrigation) requires a full transfer of rights. A second issue is that there is a two year wait for action on transfer requests from Water Resources at this point.</p>	<p>CA will continue research to determine water right and type of use. CA will check with Water Resources to see if we can transfer a portion of the water right.</p>
<p>5. Frontage Road Closure (4b on Agenda) Bob Doran from ODOT was present with information on site distance and accident records for the Adair Frontage Road intersections. The site distances from both north and south fall within ODOT guidelines. There has been only one accident reported to the police over the last ten years.</p> <p>Patty Nosack, 8765 Box Elder, said that especially at night the south entrance to the Frontage Rd. is hard to see. Presently, the signs are bent at an angle and this makes it even harder to see. Gene Abraham, 3122 Willamette, suggested that the City check with the Fire District to see if they had responded to any incidents at the two Frontage intersections. Faye Abraham, same address, said that there are bike/pedestrian funds available right now that might be used to improve the Frontage Rd. pedestrian/traffic interface.</p>	<p>Mayor Currier moved to support the closure of the Frontage Rd. if three issues can be worked out with ODOT</p> <ol style="list-style-type: none"> 1. Gates will be placed at both ends for access by emergency vehicles & to reroute traffic if needed. 2. All refuse along Frontage Rd. be removed. 3. Placement of gates and size of parking area leaves room to not negatively impact residents on Kiwi Rd. <p>Second, by Councilor King. Passed 3 for, 1 against. CA will prepare a letter to ODOT for the Mayor’s signature.</p>
<p>6. Appointments to Committees (4c on Agenda): No action at this time.</p>	
<p>7. Barracks from Santiam Christian School (5a on Agenda): CA said that the City needed to decide whether to take one or both barracks and also needed a process to decide where to put them. CA suggested an ad hoc committee to provide options to the CC as to where the barracks should be placed. Councilor King said that she feels strongly that we should take both and</p>	<p>Councilor King moved to inform SCS that Adair Village will take both barracks, second by Councilor Tucker. Passed unanimously.</p> <p>CA will follow-up with SCS to see when the barracks need to be</p>

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<p>made a motion. Council reached consensus on establishing the ad hoc committee and to appoint Councilor Tucker to represent the Council. Planning Chair Huntsman, who was in the audience, said that she would poll PC members to find out who might want to be involved in the committee. CA asked if there was a citizen with architectural or landscaping background that might be invited onto the committee. Gene Abraham asked if the committee would accept a plan from a citizen and was told that they certainly would. PC Chair Huntsman suggested that a timeline should be established to complete the ad hoc committee’s work. CA was directed to contact the SCS to find out their timeline for having the buildings moved. Faye Abraham asked if the City had an accepted plan for a downtown area and was told that while a “Village Town Plan” and an “Urbanization Study” had been completed over the last five years, they had never been officially adopted and only provided an initial example to be used in reviewing the issue.</p>	<p>moved to determine how quickly we need to move forward with the ad hoc committee.</p> <p>Councilor Bittner moved to proceed with the ad hoc committee and appoint Councilor Tucker as the CC representative, second by Councilor Tucker. Passed unanimously.</p>
<p>8. RARE Final Report (6a on Agenda): Angela Lazarean, RARE member, thanked the Council and the staff for the opportunity that had been provided for her to work at Adair Village. She provided a final report on her activities for the City during her time here.</p> <ol style="list-style-type: none">1. Completed the community survey & this will help lead to the community vision/charrette process.2. Updated the zoning map.3. Updated the website.4. Provided policy research into the UGB expansion.5. Updated the census addressing for the City.6. Refined the Summer Youth program and established partnerships with the Corvallis/Benton County Public Library and Corvallis Boys and Girls Club.7. Prepared a property assessment database.8. Lead the process to design the City logo. This was her favorite project.9. Initiated the downtown development and visioning process and has the RARE program ready to support this effort. Also, prepared an application.10. Provided significant support to the Fire House #5 refurbish and the Market opening. <p>Mayor thanked Angela for all her efforts for the City. CA praised Angela’s work and her presence as a representative for the City. She will be missed.</p>	<p>Council received report.</p>

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<p>9. Codification (5b on Agenda): CA provided staff report showing four bids to undertake codification work for the City. CA recommended the bid from Mid-Willamette Valley COG as the least expensive. Council discussion questioned the difference in price (MWVCOG was half the next lowest bid) and directed the CA to request references. CA said that he thought the MWVCOG bid was sufficient for Adair Village's needs at this time.</p>	<p>CA will request references from MWVCOG and will bring the issue back to the next meeting.</p>
<p>10. Police Chief Recruitment (5a on Agenda): CA presented the bid of \$7,850 from ESCi (Emergency Consulting Services, inc) to support the City's efforts to recruit a police chief. Councilor King asked if funding for this was in the budget. CA confirmed it is. Mayor Currier said that we need a process that is legally defensible and that gets us the right individual.</p>	<p>Mayor Currier took over running the meeting. Councilor King moved to accept the bid and begin the recruitment process, second by Mayor Currier. Passed unanimously.</p>
<p>11. City Administrator's Report (6b on Agenda):</p> <ol style="list-style-type: none">1. Code Enforcement-A new job description is complete and the City has joined the Oregon Code Enforcement Assoc. (\$50/year). The description will be placed on the ORCEA site, through community colleges, and with local police departments. Gene Abraham, from the audience, suggested that the City's COE become certified for a vector control license to deal with rodents. Faye Abraham, from the audience, said that there are many curfew violations happening, primarily during the summer.2. Election Info-All election forms are on the website. Signature packets are due to the City by Friday, August 15 and City staff will take them to the County for verification.3. RARE Interviews-Councilor King and City staff are conducting 4 interviews and will contact the RARE program with our priority list.4. City Engineer-Garrett Pallo, the City's Engineer, and his partner, Bob Bynum, are ending their relationship with HBH and starting a new business named Civil West. CA recommends that we end our affiliation with HBH and sign a new contract with Civil West. The City's main relationship has been with Garrett Pallo and the CA has found him to be creative, cost conscious, and very responsive to the City's needs.5. North line Flow Meter-The City has the opportunity to purchase a used ultrasonic flow meter for \$2200 (normal cost \$5,200). This unit is battery-driven and can be used at any number of sites to determine flow and to help begin to determine loss.	<p>Council received report.</p> <p>Agreed via consensus to continue our relation with the present City Engineer and to end our contract with HBH and establish a new contract with Civil West. CA will check with State on who is listed as engineer.</p> <p>Councilor Tucker moved to purchase the used flow meter unit, second by Councilor King. Passed unanimously.</p>

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<p>11. Mayor and Councilor Comments:</p> <ol style="list-style-type: none">1. Councilor King asked that the CA determine if the City could provide funds for the bussing of teenagers to Corvallis Boys and Girls Club.2. Councilor Tucker asked if the City has a commercial signage law. CA said that signage is covered in the Land Use Development Code and that he will talk to the Market about bringing their signage into code.3. Councilor Bittner asked that the CC consider funding paving stones for the south side of the market that is being used for outdoor seating. Councilor Bittner provided two bids of approximately \$8500 and suggested the Paver NW bid as ready to proceed.	<p>CA will contact SCS and Pastor Dyer to determine the need for funding for bussing.</p> <p>Councilor King moved to approve tenant improvements by the City to place paving blocks on the south end of the Market, second by Councilor Tucker. Passed unanimously. CA will contact Pavers NorthWest and negotiate a final amount for a contract.</p>
<p>9. Adjournment: 9:20 PM Next meeting Aug 19, 2008 @ 7:00 PM</p>	