

ADAIR VILLAGE CITY COUNCIL MINUTES-FINAL

6030 William R. Carr Avenue

Tuesday, December 2, 2008 – 7:00 PM

Agenda Item	Action
1. Roll Call: Members present: Councilors Charline King, Jeff Kubler, and Mayor Bill Currier present. Councilors Steve Bittner and Alice Tucker were absent. City Administrator Drew Foster recorded meeting.	Mayor Currier called the meeting to order at 7:06 PM.
2. Consent Agenda: a) Minutes – City Council Meeting-December 2, 2008 b) Bills-through December 16, 2008	Councilor King moved to approve the consent agenda, second by Councilor Kubler. Passed Unanimously.
3. Public Comment: Lt. Greg Sebastien, Civil Air Patrol, provided information on CAP activities in Adair Village. They will undertake a leaf pickup on Saturday, December 20 th . They are trying to arrange a “Santa Comes to Adair Village” event. Both events may be affected by the weather this weekend.	Council received report.
4. Ordinance 2008-11 Nuisance Ordinance Update (4a on Agenda): CA Foster presented the Ordinance as a follow-up to discussions at previous meetings. New language will require permits for open fires, adopt State fireworks regulations, and limit open containers in public areas or on city property. Councilor King said that she did not want a complicated process that would affect burning yard and pruning waste. CA said that the City would establish a permit system to be able to control open fires, not to disallow them. It would enable the City to provide information on proper burning techniques, esp. including determination of allowable fire days, distance from structures, etc. Consensus of Council was to have no charge for citizens burning vegetative waste, but to allow an inspection charge if someone wanted to burn building or remodeling debris.	Council instructed the CA to contact Adair Fire District and bring a resolution describing permitting system and any charges.
5. Parking Ordinance (4b on Agenda): CA Foster presented the draft version of a Parking and Standing Vehicle Ordinance to be added to the City Code. Council recommended adding sections on prohibiting large vehicles and establishing the right to remove illegally parked vehicles.	Council instructed the CA to update the ordinance to add sections and bring it back to the January 6, 2009 meeting.
6. Police Chief Interviews (4c on the Agenda): Mayor Currier presented an update on the process. Three Councilors present agreed on Thursday, January 15 th from 3:00 to 6:00 PM as the date and time to re-schedule the interviews. CA will check with other councilors and Technical Panel to confirm that this day will work.	Council instructed the CA to follow-up with other participants and applicants and to confirm the date and time.

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<p>7. Infrastructure-Aerial Mapping: (5a on the Agenda) CA Foster presented information on the Aerial Mapping Task Order for the Civil West Engineering and reviewed the map provided for the SoW. Basic cost is \$32,000 for engineering, which may be reduced by \$10,000 if arrangements can be made with the Training Center to provide the GPS work. Actual aerial mapping is estimated to cost between \$22 and 50,000 depending on how many areas would be included. Area 1 is the City proper, including UGB expansion area and additional land to the east and west in order to include Hospital Hill and the Wastewater plant. Area 4 is the estimated present location of the water transmission lines from the Water Plant to the City. Area 2 is the City's Industrial Site and Area 3 the estimated transmission lines to the Industrial site. This work will proceed in the spring or early summer. Civil West will prepare an RFP as a first step.</p>	<p>Council received report</p>
<p>8. Notary Policies: (5b on the Agenda) CA Foster presented background information on Notary policies. Assistant City Recorder Julie Wentland recently completed a Notary course and took the test and will be a certified Notary. The City needs to develop policies and charges to be established for this service. Council consensus was to make the service available for free for personal documents for citizens of Adair Village.</p>	<p>Council received report. Council instructed the CA to research how other cities provide this service bringing a resolution with policies and charges to the next CC meeting.</p>
<p>9. Council Goal Setting (5c on the Agenda) CA Foster presented basic background on Goal Setting and enquired if CC would like to do this as part of a regular meeting or to undertake a work session on a separate day. CA recommended bringing in a facilitator, possibly from Cascades West COG, to run the process.</p>	<p>Council received report and will revisit the issue when all Council members are present.</p>
<p>10. City Administrator Report: (6a on the Agenda) CA Foster reported on three items. He had no new information on the MPO application to the Transportation Growth Management grant, nor on the Construction Excise Tax.</p> <p>Public Works-</p> <ol style="list-style-type: none"> 1. There is a small holding pond below the Water Plant that is needed in order to clean the plant and filters. Presently there is an incomplete berm around the pond and this allows water to pond onto the neighboring property. OMI has obtained bids to use materials present to complete the berm and allow more control of runoff. City will proceed with this project. 2. The water intake building in Hyak Park is in need of upkeep for missing shingles and repainting. City will proceed with this project, after receiving bids. <p>Ride Home project-</p> <ol style="list-style-type: none"> 3. There have been seven different students from five families using the ride home so far. The City will continue to market the program and we expect ridership to go up in the new year. 	<p>Council received report.</p>

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<p>11. Council and Mayor’s Comments (7 on the Agenda)</p> <ul style="list-style-type: none">• Councilor King asked if the CA had followed up with the Village FoodMarket on providing a minimal level of postal services and on the “warning” ticket that had been placed on the car of a visitor to her home. CA will follow-up with Ed Dasteur on the first question and will contact David Doyle, City Attorney on the second question.• Mayor Currier-wished everyone a Merry Christmas and was joined in this wish by Councilors Kubler and King.	
<p>12. Adjournment: 8:35 PM Next meeting January 6, 2008, at 7:00 PM.</p>	