

**ADAIR VILLAGE CITY COUNCIL MINUTES-Final**

**6030 William R. Carr Avenue**

\*\*\*Tuesday, February 16, 2010 – 7:00 PM\*\*\*

Agenda Item	Action
<p><b>1. Roll Call:</b> Members present: Councilors Bittner, King, Kubler, and Mayor Currier were present. Councilor Tucker was absent and excused. City Administrator Drew Foster recorded the meeting and took roll.</p>	<p>Mayor Currier called the meeting to order at 7:00 PM and led the Flag Salute.</p>
<p><b>2. Consent Calendar:</b>                      a) Minutes – City Council Meeting-February 2, 2010                      b) Bills-through February 16, 2010.</p>	<p>Councilor King moved to approve the Consent Calendar; Councilor Kubler seconded.  <b>Unanimous approval.</b></p>
<p><b>3. Public Comment:</b>                      Gene Abraham, 3122 Willamette, raised three issues.</p> <ul style="list-style-type: none"> <li>• The catch basins need to be cleaned. (CA said that OMI had removed leaves around the edges, but possibly not in the basins.)</li> <li>• Asked if Valley Catering and ODFW were included in the Storm Drain rate change. (CA reported that all retail/business accounts had their storm drain rates updated).</li> <li>• Asked who will move the buildings and how many bids were received. (CA reported three bids were received and RamJack’s was lowest at \$42,000. RamJack also did the lift work on the Firehouse refurbish)</li> </ul>	
<p><b>4. Barracks Update:</b> (4a on Agenda) CA reported that everything was moving forward on schedule for moving the buildings the week of March 15<sup>th</sup>. The survey of the north end, where the barracks will be moved, will be completed this Friday. CivilWest Engineering is working on the engineered foundations and will complete the site plan as soon as they have the site survey. Kevin Armstrong is ready to begin the site prep as soon as Civil West has finished the plan. Ram Jack is already prepping the buildings for the move.                      The Training Center has a concrete class taking place the last two weeks of March and will be able to help with the foundations. The degree of help will depend on the number of students in the class; they hope for 12, but may have fewer. Initial contact to newspaper is complete and they will cover the actual move.</p>	<p>Council received the report.  <b>Council directed CA to contact Eugene and Portland TV stations for additional coverage. Also, to contact other local officials, National Guard, Civil Air Patrol, VFW, etc. and invite them to the move.</b></p>
<p><b>5. JIRA/Project Tracking Program:</b> (4b on Agenda) Mayor Currier provided an update on progress with the JIRA project tracking system. CA continues to fill in detail on tasks and the rest of the staff will begin training in the system. The system is web-based and the Council will be able to access online, in addition to receiving reports at Council meetings.</p>	<p>Council received the report.</p>

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<p><b>6. Performance Evaluations:</b> (4c on Agenda) Mayor Currier reminded Councilors that they needed to fill out performance evaluations for both the Chief and the City Administrator. They need to be completed by Thursday, in order for the Mayor to compute all the replies and report back at the next meeting.</p>	<p>Council received the report.</p>
<p><b>7. Transit Project Community Meeting:</b> (4d on Agenda) CA reminded Council that there will be a public meeting to discuss Transit options to be held at the Prince of Peace Church on Wednesday, February 24<sup>th</sup> at 7:00 PM. Councilors attendance will allow them to hear from their constituents concerning times, place(s) for pick-up and schedule.</p>	<p>Council received the report.</p>
<p><b>8. Wetlands Inventory Community Meeting:</b> (4b on Agenda) CA reminded Council that there will be a public meeting to discuss the Lane COG Wetlands Inventory project to be held at City Hall on Tuesday, February 23<sup>rd</sup> at 7:00 PM. Invitations will be sent to parcels that possibly have wetlands or riparian areas, as determined by existing wetlands and soils maps. The inventory will provide an on ground determination of wetlands, rather than simply using old air photos and soils maps to make the determinations. This will be especially important in the UGB expansion area and at the City's Industrial Site.</p> <p>Gene Abraham asked if there is any compensation for people with wetlands on their property. CA said limitations and compensation are not a City issue.</p> <p>Faye Abraham said that the article in today's Gazette-Times stated that there will be restrictions connected with the inventory. CA said that this project is only an inventory, which will provide information that is necessary before any development could take place. The project will develop language, in support of Goals 5 and 6 of the statewide Comprehensive Planning process, but it will be up to each city to put specific language into place in their community.</p>	<p>Council received the report.</p>
<p><b>9. Funding Request-Easter Egg Hunt:</b> (5a on Agenda) CA presented a request from Ray Shimabuku for \$250 for the yearly Easter Egg Hunt that he organizes each year.</p>	<p>Councilor King moved to approve the request for \$250; Councilor Bittner seconded. <b>Unanimous approval.</b></p>
<p><b>10. Funding Request-Meals on Wheels:</b> (5b on Agenda) CA presented a request from the Meals-on-Wheels program for \$500 in support of the ongoing needs of the program. Council felt that they did not have enough information on the delivery of these services to the Adair Village Community.</p>	<p>Council requested that <b>CA obtain more information on the program specifics and delivery of services to Adair Village residents.</b></p>

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<p><b>11. John Tacke Dog Training Lease:</b> (5c on Agenda) CA presented a request from John Tacke to renew his lease of part of our industrial site as a dog training area. He has to use less area now than in previous leases, because he has to keep the dogs out of the fire pond area. Council agreed to a one year lease at \$75 per month, or a six month lease at \$100 per month.</p>	<p>Councilor Kubler moved to approve renewed lease with conditions listed; Councilor King seconded. <b>Unanimous approval.</b></p>
<p><b>12. Budget Officer Appointment:</b> (5d on Agenda) CA said that it was time to begin budget preparations for 2010-11 budget year and this starts with the appointment of a budget officer. Mayor Currier appointed CA Foster as budget officer. CA said that we will bring a timeline for the budget process to the next meeting.</p>	<p>Councilor Kubler moved to confirm appointment of CA as budget officer; Councilor Bittner seconded. <b>Unanimous approval.</b></p>
<p><b>13. Police Chief’s Report:</b> (6a on the Agenda) Chief Jones provided a report on his and the Department’s activities:</p> <ol style="list-style-type: none"><li>1. Training-Chief completed a dual training on use of force and working with different generations.</li><li>2. Chief presented the statistics for January.</li><li>3. Emergency Action Plan-Now that the basic plan is in place to work with the County, the Chief and the PSC (Public Safety Committee) will develop more localized portions of the Plan.</li><li>4. Facility-Chief and CA met with Al DeVita of the Training Center concerning the use of one of their buildings as the Police Facility. Mr. DeVita said that he still needs to get approval from his Board of Trustees, but he thinks that will not be a problem. The lease rate that he talked about was \$1,200-2,200 per month and he thought that it would be somewhere in the middle. The building has bathrooms and heating, but we would make significant improvements to the facility, which will be considered in negotiations to the final price.</li><li>5. Dispatch-OEM (Oregon Emergency Management) sees no issue with the 911 Users Board’s vote to add Adair Village as a member when they have solved their technology and staffing issues, despite the fact that they provide no timeline on when that might happen. Chief continues to pursue other approaches and Stayton has offered to let AVPD join their dispatch. This would require developing a repeater. With the costs involved in this approach, the Chief feels that we would need to develop at least a three-year contract to make it work financially. He would still pursue permission to listen to the BCSO frequency, in order to support and respond to BCSO calls. Mayor Currier said that we have been working on this dispatch issue for 2 ½ years and that we are no closer to solving it now then we were when we started. Councilor King asked if not having local dispatch would put the AVPD in more danger. Chief said that it would mean slow backup response from outside agencies.</li></ol>	<p>Council received report.</p> <p>Councilor King moved that the Mayor contact Representative Olson and ask that a bill be put forward to change the language of ORS 192 and require that existing User Boards accept new members; Councilor Kubler seconded. <b>Unanimous approval.</b></p> <p><b>Mayor Currier will talk to our State elected officials and write an “As I See It” article for the Gazette-Times. CA Foster will contact City Attorney and discuss the legal remedies available.</b></p>

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<p><b>14. City Administrator’s Report:</b> (6b on the Agenda) CA Foster reported on a number of issues:</p> <ol style="list-style-type: none"><li>1. Allied Waste has agreed to provide a second leaf pickup. Councilor Bittner asked why Corvallis gets weekly pickup. <b>CA will contact Allied Waste on this issue</b> (CA note-Corvallis has a separate franchise agreement, which includes weekly pickup, but their residents pay 15% more for their monthly service).</li></ol>	<p>Council received report.</p>
<p><b>15. Councilor and Mayor’s Comments:</b> (7 on the Agenda)</p> <ul style="list-style-type: none"><li>• Councilor King-Planning Commission still needs a member. CA said that he had called PC Chair Canfield and Commissioner Zedwick and they do still want to serve; they simply had other obligations come up the previous two months.</li><li>• Councilor Kubler-Buell-Red Prairie Water District just received \$2.5 M in stimulus funds. He wondered why we can’t qualify. <b>CA will contact BRPWD and find out how they were successful.</b></li></ul>	
<p><b>16. Adjournment:</b> Next meeting March 2, 2010 at 7:00 PM.</p>	<p><b>Mayor Currier adjourned the meeting at 8:35 PM.</b></p>