


**ADAIR VILLAGE  
CITY COUNCIL MINUTES-Draft  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, January 5, 2016 – 6:00 PM\*\*\*\***

Agenda Item	Action
<p><b>1. Roll Call:</b> Members present: Councilors Real, King, Andrews, Canfield and Mayor Currier were present. CA (City Administrator) Hare were present. The meeting was recorded and minutes were taken by Utility Clerk Kathy Edmaiston.</p>	<p>Mayor Currier called the meeting to order at 6:05 PM and led the flag salute.</p>
<p><b>2. Consent Calendar</b> (Agenda Item 2). Minutes of December 1, 2015 City Council Meeting. Bills List through December 16, 2015 (\$23,294.71). Bills List through January 5, 2016 (\$24,725.38).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Council Andrews seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>3. 2016 Easter Egg Hunt at Adair County Park</b> (Agenda Item 7a). Ken Imamura representing the Corvallis Kiwanis Sunrisers provided the Council with a pamphlet and presented information about the Adair Easter Egg Hunt.</p>	<p>Councilor King moved to approve the request of \$250.00 to Kiwanis for the Easter Egg Hunt. Councilor Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>4. Public Comment</b> (Agenda Item 3). Phil Harkins, 3113 NE Willamette Avenue.</p> <ul style="list-style-type: none"> <li>• Presented the Council with a document of written comments regarding the authority for City Councilors and City staff to make decisions.</li> <li>• Asked the Council if Chapter 10 and 11 of the Charter applied to the supplemental budget and City debt.</li> <li>• Suggested purple pipes being placed during new construction.</li> <li>• Stated he learned a lot about Santiam Christian development during Planning Commission meeting.</li> </ul> <p>Gene Abraham, 3122 NE Willamette Avenue.</p> <ul style="list-style-type: none"> <li>• Mentioned leak in park.</li> <li>• Wondered about filters at the water treatment plant.</li> <li>• Questioned cracks in streets.</li> <li>• Asked if City is paying the heat bill at the store?</li> <li>• Asked about the Best Pots bill listed on bills list?</li> </ul>	
<p><b>5. Introduction of Debbie Smith-Wagar and Audit Update</b> (Agenda Item 6a). Debbie Smith-Wagar was introduced to the council. She gave a short presentation about her background as well as gave an update on the City's audits. Debbie also discussed the process for the Supplemental Budget stating it was done legally.</p>	
<p><b>6. Public Hearing</b> (Agenda Item 4a). A Public Hearing was held to receive testimony on the City's proposed supplemental budget.</p> <p>No testimony in favor. No testimony in opposition. No general comments.</p>	<p>Mayor Currier called the hearing to order at 6:38 PM.</p> <p>Mayor Currier closed the hearing at 6:50 PM.</p>

<p><b>7. Attachment I-Supplemental Budget (Agenda Item 8a). Resolution No. 2016-#1.</b> This resolution appropriates unanticipated resources in a supplemental budget request.</p> <p><b>Mayor Currier-</b> Asked the City Attorney (Sean Kidd) and the City accounting consultant (Debbie Smith-Wagar) to address the citizens questions about Chapter 10 and 11 of the City Charter in regards to City debt.</p> <p><b>Sean Kidd-</b> First Sean addressed Chapter 11 by talking about the \$7,500 limit. Sean explained that this type of debt is not floating therefore it does not apply. The Second part of the Chapter also does not apply because this is a Water Capital Improvement Project under ORS 287A.050. Sean then addressed Chapter 10 by saying that this allows the City to take revenue bonds but at this time the City is not approving debt and at the time of approval the type of loan may apply.</p>	<p>Councilor King moved to approve Resolution 2016-#1. Councilor Canfield seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>8. Attachment C-Community Service Report (Agenda Item 5a).</b> Ken Real, CSO (Community Service Officer), provided the CS report for December.</p> <ul style="list-style-type: none"> <li>• Total hours worked-85.</li> <li>• 3 old cases, 10 new cases, 12 closed cases.</li> </ul>	<p>Council received the report.</p>
<p><b>9. Attachment H-Appointment of Budget Officer (Agenda Item 7b).</b> CA Hare presented the timeline for the 2016-17 budget process. The first meeting will be April 20, 2016, the third Tuesday of April.</p>	<p>Councilor King moved to appoint CA Hare as Budget Officer and to approve the Budget Timeline. Councilor Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>10. Attachment D-Public Works Report. (Agenda Item 5b).</b> ACA Hare presented the report.</p> <ul style="list-style-type: none"> <li>• Water production was 6.6 million gallons.</li> <li>• Flow through at the wastewater plant was 6.187 million gallons.</li> </ul>	<p>Council received the report.</p>
<p><b>11. Attachment E-City Administrator's Report (Agenda Item 5c).</b> CA Hare presented the report for December.</p> <p>Administration</p> <ul style="list-style-type: none"> <li>• City Staff – Brittany Kennedy's last day was December 30. Barbara Melton has started.</li> <li>• Santiam Christian – will be getting back to CA Hare in January.</li> <li>• Supplemental Budget – The City is going to need to do a supplemental budget for waste water.</li> <li>• Water Rights – Counter offer has been sent and response is expected by the end of January.</li> </ul> <p>Property/Businesses</p> <ul style="list-style-type: none"> <li>• Adair Village Market – Mauli said the inspectors are requiring a self closing mechanism for the bathroom.</li> <li>• Farm Foods – The City is getting quotes to complete the parking area in front of the restaurant.</li> <li>• Sweet Taste Bakery – There is a big pothole in front of the building that the City will be getting fixed.</li> </ul> <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> <li>• Water Tanks – We are waiting on the 2013 Audits.</li> </ul>	<p>Council received the report.</p>

<ul style="list-style-type: none"> <li>• Water Intake – ODFW did a survey of the area and they will let us know if they are going to take on the project.</li> <li>• Wastewater/Leachate – CA will be meeting with the engineers to discuss responsibility and then will be meeting with Republic Services to discuss a contract.</li> <li>• Zip Code – In January and February, we will be collecting letters of support and taking the petition around.</li> </ul> <p>Planning/Permits</p> <ul style="list-style-type: none"> <li>• ServPro – Tim McGinnis is moving forward with his application.</li> <li>• Ron Weigel property – The Weigels are still interested in development but they are deciding the best route for them.</li> <li>• Development – Tim Cornelius property is an option if Santiam Christian will not move forward.</li> <li>• Development – CA will hopefully be meeting with the Labor School this month.</li> </ul>	
<p><b>12. Attachment F- Benton County Sheriff's Office (BCSO) Report</b> (Agenda Item 5d). CA Hare presented the report for December.</p>	Council received the report.
<p><b>13. Attachment G-Financial Report-through December 31, 2015</b> (Agenda Item 5e). CA Hare presented the report. Income through December 31, 2015 is \$639,972.53 and expenses are \$577,765.98. The balance in the Local Government Investment Pool is \$497,825.34, last year the balance was \$660,994.80.</p>	Council received the report.
<p><b>14. Council and Mayor Comments</b> (Agenda Item 9):</p> <ul style="list-style-type: none"> <li>• Mayor Currier - None.</li> <li>• Councilor Real – None.</li> <li>• Councilor King – None.</li> <li>• Councilor Andrews – None.</li> <li>• Councilor Canfield – None.</li> </ul>	
<p><b>15. Adjournment:</b> Next meeting- Council meeting on Tuesday, February 2, 2016 at 6:00 PM.</p>	Councilor King moved to adjourn. Councilor Real seconded. <b>Mayor adjourned the meeting at 7:55 PM.</b>

  
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 Mayor's Approval

02-17-16  
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 Date