

**ADAIR VILLAGE  
CITY COUNCIL MINUTES  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, May 3, 2016 – 6:00 PM\*\*\*\***

Agenda Item	Action
<p><b>1. Roll Call:</b> City Council Members present: Councilors Real, Andrews, King, Canfield and Mayor Currier were present. CA (City Administrator) Hare was present. Minutes were taken by Utility Clerk Kathy Edmaiston. (Role call previously taken and recorded during Budget Committee meeting held directly prior to this meeting on this date).</p>	<p>Mayor Currier called the meeting to order at 6:50 PM.</p>
<p><b>2. Consent Calendar</b> (Agenda Item 2). Minutes of April 5, 2016 City Council Meeting. Bills List through April 4, 2016, Bills List through April 13, 2016, and Bills List through April 20, 2016 (\$30,184.43 total).</p>	<p>Councilor King moved to approve the Consent Calendar as presented. Councilor Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>3. Public Comment</b> (Agenda item 3). Faye Abraham, 3122 NE Willamette Avenue. Asked a question about Republic Service renting additional property?  Alan Rowe, 112 NE Columbia Avenue. Asked a question about yard debris carts and the schedule for placing them out? Also, asked about a transit site for Adair and if there was a way to attract Linn Benton Loop to come to Adair?</p>	
<p><b>4. Introduction of Rachael Sykes PSU</b> (Agenda Item 6b). CA Hare introduced Rachael Sykes, a Grad Student from Portland State University, to the City Council. She is required to complete a final project as part of her grad program and will be helping Adair Village with an emergency preparedness plan.</p>	
<p><b>5. Attachment C - Community Service Officer</b> (Agenda Item 4a). CSO Real presented the report for April.</p> <ul style="list-style-type: none"> <li>• Total hours worked-90.</li> <li>• 2 old cases, 20 new cases, 18 closed.</li> </ul>	<p>Council received the report.</p>
<p><b>6. Attachment I – Proposed Emergency Preparedness Plan</b> (Agenda Item 6c). Rachael Sykes presented her proposal regarding an emergency preparedness plan for Adair Village. Ken Real, CSO, was also present and will be working with Ms. Sykes on the plan.</p>	
<p><b>7. Grass Length and Enforceable Time Frame</b> (Agenda Item 5a). Per request of the City Council, CSO Ken Real discussed with the City Council the issue of grass length and the enforceable time frame. CSO will look into shortening the time frame of the 2<sup>nd</sup> notice.</p>	<p>Council discussed the issue.</p>
<p><b>8. Introduction of Jeffery Ang and Dwi Pangestu</b> (Agenda Item 6a). These two men are currently in Oregon as part of an exchange program through the Young Southeast Asian Leaders Initiative (YSELI) fellowship. The possibility of CA Hare going to Asia for two weeks as part of this</p>	

<p>program will be brought for decision at the next City Council meeting.</p>	
<p><b>9. Attachment D - Public Works (PW) Report (Agenda Item 4b).</b> CA Hare presented the report for April.</p>	<p>Council received the report.</p>
<p><b>10. Attachment E – City Administrator’s Report (Agenda Item 4c).</b> CA Hare presented the report for April.</p> <p>Administration</p> <ul style="list-style-type: none"> <li>• Audits –The City finished all in house work for the 2014 audit. The initial findings of the in house work showed we are doing a much better job with our financials.</li> <li>• Staffing – Five candidates for the Summer Program Coordinator will be interviewed on Monday, May 2. Eric Harvey has started full time as a Utility Worker II.</li> <li>• Zip Code – The signing of the zip code petition will be extended through May.</li> </ul> <p>Property/Businesses</p> <ul style="list-style-type: none"> <li>• AVIS – Republic Service will be expanding the amount of land they will be renting from the City. CA is working with Republic Services to estimate the amount of water the City can provide them this summer.</li> <li>• Benton County Church – Will be open on Founder’s Day</li> </ul> <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> <li>• Water Tanks – The City has received the award letter from IFA. The City is looking into having the contract documents reviewed by a third party. Requests for Proposal have been sent out and it ends this week. The project will be starting at the end of May/first of June.</li> <li>• Wastewater/Leachate – OSU will be finishing the bench test in June. Civil West is working on an agreement to update the facilities plan.</li> </ul> <p>Planning/Permits</p> <ul style="list-style-type: none"> <li>• ServPro – Will be submitting an application for a building permit in the next few months. A ground breaking ceremony took place on April 28.</li> <li>• Santiam Christian – SCS is still working to purchase the Labor School. They are going to use the west side of Marcus Harris for bus parking. They are also still working on making a deal to sell their property to Brownstone Homes.</li> <li>• Development – The Benton County property across from City Hall that the City is trying to acquire is being worked on.</li> </ul>	<p>Council received the report.</p>
<p><b>11. Attachment F- Benton County Sheriff’s Office (BCSO) Report (Agenda Item 5d).</b> No Attachment, report not provided.</p>	

<p><b>12. Attachment G – Financial Report-through May2, 2016</b> (Agenda Item 4e). CA Hare presented the report. Income through May 2, 2016 is \$1,007,310.50 and expenses are \$860,065.85. The balance in the Local Government Investment Pool is \$519,850.14, last year the balance was \$557,704.47.</p>	<p>Council received the report.</p>
<p><b>12. Attachment J – Increase in Wastewater Rates</b> (Agenda Item 6d). CA Hare is proposing an increase to the wastewater rates beginning July 1, 2016.</p>	<p>Council discussed the issue.</p>
<p><b>13. Council and Mayor Comments</b> (Agenda Item 8):</p> <ul style="list-style-type: none"> <li>• Mayor Currier – Asked CA to check on dates for ground breaking on the water tanks.</li> <li>• Councilor Real – None.</li> <li>• Councilor Andrews – None.</li> <li>• Councilor King – None.</li> <li>• Councilor Canfield – None.</li> </ul>	
<p><b>14. Adjournment:</b> Next meeting- Council meeting on Tuesday, June 7, 2016 at 6:00 PM.</p>	<p><b>Mayor adjourned the meeting at PM.</b></p>

  
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 Mayor's Approval

June 7, 2016  
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 Date