


**ADAIR VILLAGE
CITY COUNCIL MINUTES-Draft
6030 William R. Carr Avenue
****Tuesday, June 7, 2016 – 6:00 PM******

	Action
1. Roll Call: Members present: Councilors Real, King, Andrews, and Mayor Currier were present. CA (City Administrator) Hare was present. Minutes were taken by Utility Clerk Kathy Edmaiston. Councilor Canfield was absent.	Mayor Currier called the meeting to order at 6:00 PM.
2. Consent Calendar (Agenda Item 2). Minutes of May 3, 2016 Budget Committee Meeting. Minutes of May 3, 2016 City Council Meeting. Bills List through April 27, 2016 (\$34,155.78). Bills List through June 1, 2016 (\$50,877.91).	Councilor King moved to approve the Consent Calendar as presented, with a change to the May 3, 2016 Minutes adding the time the meeting was adjourned. Councilor Andrews seconded. Unanimous Approval (4-0).
3. Public Comment (Agenda item 3). Faye Abraham, 3122 NE Willamette Avenue, asked when would be the appropriate time to make comments regarding State Revenue Sharing?	
4. CSME Corvallis Society of Model Engineers (Agenda Item 6b). Jerry Budrow of CSME presented information to the Council about CSME and answered questions.	
5. Attachment I - Voss Hill Water Tank (Agenda Item 5a). Matt Wadlington of Civil West recommended issuing a Notice of Award to Engineering America, Inc.	Councilor King moved to award the contract to Engineering America, Inc. Councilor Real seconded. Unanimous Approval (4-0).
6. Public Comment on State Revenue Sharing (Agenda Item 7b). Faye Abraham, 3122 NE Willamette, asked if the Plaza will include ALH's plan for pavers?	
7. Attachment K – Resolution 2016-#04 – State Revenue Sharing (Agenda Item 7b). This Resolution states that the City elects to receive state revenue for fiscal year 2016-2017.	Councilor King moved to approve Resolution 2016-#04. Councilor Andrews seconded. Unanimous Approval (4-0).
8. Attachment C-Community Service Report (Agenda Item 4a). CSO Real provided the report for May. <ul style="list-style-type: none"> • Total hours worked - 95. • 4 old cases, 15 new cases, 15 closed. 	Council received the report.
9. Executive Session. The Adair City Council met in Executive Session under Oregon Revised Statutes 192.660 (2)- “(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions”.	Mayor Currier opened the Executive Session at 7:12 PM. Mayor Currier closed the Executive Session at 8:37 PM.

<p>“(f) To consider information or records that are exempt by law from public inspection.” “(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.” City Attorney Jim Delapoer was present for the Executive Session.</p>	
<p>10. Action from Executive Session.</p>	<p>Councilor King made a Motion to give authority to CA Hare to work with CSME on an agreement that is mutually beneficial to both parties. Councilor Real seconded. Unanimous Approval (4-0).</p>
<p>11. Attachment J – Resolution 2016-#03 – Adopting the Budget, Making Appropriations, and Imposing the Tax (Agenda Item 7a). This Resolution is required by the State to formalize the Budget document.</p>	<p>Councilor King moved to approve Resolution 2016-#03. Councilor Andrews seconded. Unanimous Approval (4-0).</p>
<p>12. Attachment H – City Admin Fellowship to SE Asia (Agenda Item 6a). CA Hare asked the Council to make a decision to allow him to travel to SE Asia on a return fellowship with the International City Managers Association (ICMA) as a paid employee.</p>	<p>Councilor King moved to approve CA Hare’s request as modified during the Council’s discussion (that CA Hare be accessible/responsive, there is a daily check in, City receives benefits of info from OCCMA conference). Councilor Andrews seconded. Unanimous Approval (4-0).</p>
<p>13. Attachment D-Public Works (PW) Report (Agenda Item 4b). CA Hare presented the report for May.</p>	<p>Council received the report.</p>
<p>14. Attachment E-City Administrator’s Report (Agenda Item 4c). CA Hare presented the report for May.</p> <p>Administration</p> <ul style="list-style-type: none"> • Audits – The City has provided all the necessary documents and is waiting for 2013 and 2014. • New Employee – Carrington Moore has been hired as the new Recreation Coordinator. She will start on June 13, 2016. • Staffing – The City will begin its search this month for a full time Public Utility Worker I. • Brittany Kennedy – CA would like to thank her for all her help in the hiring process and helping Carrington prepare for the program. • Zip Code – Application will be submitted in July. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – Final testing is going through peer review and we will be looking at mitigation alternatives over the summer • Adair Village Market – January was the last month of rent reduction. • Sweet Taste Bakery – In July, Linda will be opening a second shop at Heritage Mall. She has hired a manager to run the shop in Albany and she will continue working in Adair Village. 	<p>Council received the report.</p>

<p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Tanks – The contract documents are all signed and there will be a kick off meeting next week. Construction will likely begin in July. • Hospital Hill – Looking into the possibility of fixing Hospital Hill Reservoir as part of the Voss Hill project. • Wastewater/Leachate – OSU will be finishing the bench test this month. A meeting will be scheduled next month with Republic Services and DEQ to analyze the findings. <p>Planning/Permits</p> <ul style="list-style-type: none"> • ServPro – They are filing for a permit this month so they will begin construction in June. Tim McGinnis has been working on the trees and hopes to have them cleared by the end of next week. • Santiam Christian – SCS is still working to purchase the Labor School and they are going to use part of 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. 	
<p>15. Attachment F- Benton County Sheriff's Office (BCSO) Report (Agenda Item 4d). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>16. Attachment G – Financial Report-through June 3, 2016 (Agenda Item 4e). CA Hare presented the report. Income through June 6, 2016, is \$1,105,291.20 and expenses are \$969,929.40. The balance in the Local Government Investment Pool is \$592,296.22, last year the balance was \$593,941.16.</p>	<p>Council received the report.</p>
<p>17. Council and Mayor Comments (Agenda Item 10):</p> <ul style="list-style-type: none"> • Mayor Currier - None. • Councilor King – None. • Councilor Real – Would like someone from Pauly Rogers at the next council meeting. • Councilor Andrews – None. • Councilor Canfield – None. 	
<p>18. Adjournment: Next meeting- Council meeting on Tuesday, July 5, 2016 at 6:00 PM.</p>	<p>Mayor adjourned the meeting at 9:35 PM.</p>



 Mayor's Approval

7-5-2016

 Date