


**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue**

****Tuesday, December 6, 2016 – 6:00 PM****

| Agenda Item | Action |
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| <p>1. Roll Call: City Council Members present: Councilors Andrews, King, Canfield, and Mayor Currier were present. CA (City Administrator) Hare was present. Minutes were taken by Utility Clerk Kathy Edmaiston. Councilor Real was absent.</p> | <p>Mayor Currier called the meeting to order at 6:05 PM and led the flag salute.</p> |
| <p>2. Consent Calendar (Agenda Item 2). Minutes of November 1, 2016 City Council Meeting. Bills List through November 30, 2016, (\$341,533.23 total).</p> | <p>Councilor King moved to approve the Consent Calendar as presented. Councilor Andrews seconded. Unanimous Approval (4-0).</p> |
| <p>3. Attachments H and I - Audit Proposal/Score Sheet/Contract (Agenda Item 5a). Debbie Smith-Wagar was present and had previously provided the Council with a Memo in regard to the Financial Statement Auditor Contract. Ms. Smith-Wagar and the Council discussed the matter.</p> | <p>Councilor King moved to accept the recommendation of Merina and Company and the response that was submitted. Councilor Canfield seconded. Unanimous Approval (4-0).</p> |
| <p>4. Attachment J - 2014 Audit (Agenda Item 5b). Debbie Smith-Wagar and CA Hare provided the council with the City's official response to Paul Rogers' management letter regarding the 2014 Audit.</p> | <p>Council discussed the matter.</p> |
| <p>5. Voss Hill Water Tank Update (Agenda Item 6b). Ryan Saverine of Engineering America provided an update to the council on the Voss Hill water tanks.</p> | |
| <p>6. Public Comment (Agenda Item 3). Phil Harkins, 3113 NE Willamette. He is interested in the Emergency Management Coordinator position.</p> | |
| <p>7. Attachment C – Community Services Officer (Agenda Item 4a). CSO Ken Real presented the report for November.</p> <ul style="list-style-type: none"> • Total hours worked – 123. • 7 old cases, 12 new cases, 15 closed. | <p>Council received the report.</p> |
| <p>8. Attachments M and N – Update of Nuisance Code and Adopting Emergency Preparedness (Agenda Items 7a and 7b). These two documents were brought to the Council for their review. The City Attorney has reviewed and approved both documents. Both will be brought back to the Council next month.</p> | |
| <p>9. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report for November.</p> | <p>Council received the report.</p> |

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| <p>10. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report for November.</p> <p>Administration</p> <ul style="list-style-type: none"> • Town Square – Slate and Slate Construction is working on finishing the town square. • Recreation Program – Brittany Kennedy has continued to expand the youth program in a positive direction adding a variety of functions to accommodate different age groups. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – CA Hare will be bringing a new contract to the January meeting for council review. • Farm Foods – Jim Jones has added a Sunday brunch to his menu, 10:00 am to 2 pm. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Tanks – The liner crew for Hospital Hill is here this week. We hope to have Hospital Hill back online in January. • Wastewater/Leachate – CA Hare will be meeting with two companies about the possibility of contracting the services of the new facility. • Water Intake – CA Hare and Civil West are working with ODFW to get the intake project done this spring. <p>Planning/Permits</p> <ul style="list-style-type: none"> • ServPro – Tim McGinnis is still working on his funding for the overall project. He still needs to take out a bond for the work in the City and County ride of way. Once that is completed, he can submit the permits to complete the funding requirements. • Barracks – The barracks building is becoming more important as the City expands its recreational program and as discussions continue with the model railroad. CA Hare recommends the City start looking at how much we can put into the west building over the next five years. • Benton County Property – The City has submitted the application to acquire the property across the street. | <p>Council received the report.</p> |
| <p>11. Attachment F – Sheriff’s Report (Agenda Item 4d). CA Hare presented the report.</p> | <p>Council received the report.</p> |
| <p>12. Attachment G – Financial Report through November 29, 2016 (Agenda Item 4e). CA Hare presented the report. Income through November 29, 2016 is \$1,102,540.87 and expenses are \$1,186,908.63 . The balance in the Local Government Investment Pool is \$424,847.71, last year the balance was \$497,825.34.</p> | <p>Council received the report.</p> |
| <p>13. Attachment K – Market Lease (Agenda Item 5c). The City Attorney’s office has prepared and provided to the Council for review a First Amendment to Lease Agreement between the City and MAM LLC.</p> | <p>Councilor Canfield moved to approve the Amendment to the Lease. Councilor King seconded. Unanimous Approval (4-0).</p> |

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| <p>14. Attachment L – Appointing Planning Commissioner (Agenda Item 6a) Mayor Currier made the nomination to appoint Bret Ray to the Planning Commission.</p> | <p>Councilor King moved to approve the Mayor’s nomination of Bret Ray to the Adair Village Planning Commission. Councilor Andrews seconded. Unanimous Approval (4-0).</p> |
| <p>15. Council and Mayor Comments (Agenda Item 8):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Andrews – The City did a good job with recognizing yards, maybe the City could do something around the holidays to recognize lights/decorations? • Councilor King – None. • Councilor Canfield – None. | |
| <p>17 Adjournment: Next meeting- Council meeting on Tuesday, January 3, 2017 at 6:00 PM.</p> | <p>Mayor adjourned the meeting at 7:55 PM.</p> |



 Mayor’s Approval

11/3/17

 Date