

# ADAIR VILLAGE CITY COUNCIL AGENDA-Final

City Hall - 6030 Wm. R Carr Av.

\*\*\*\*Wednesday, January 9, 2013 - 6:00 PM\*\*\*\*

## 1. ROLL CALL – Flag Salute

## 2. CONSENT CALENDAR: - *The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a) Minutes – City Council Meeting-December 4, 2012 (Attachment A)
- b) Bills List through December 19, 2012 (Attachment B-1) - \$ 34,040.97
- c) Bills List through January 9, 2013 (Attachment B-2) – \$ 22,231.97

## 3. PUBLIC COMMENT (Please limit comments to 5 minutes)

## 4. OLD BUSINESS:

- a) Parking Ordinance Update (Attachment C) Drew Foster  
**Action:** First reading
- b) Nuisance Ordinance Update-Vehicle Section 600 only (Attachment D) Drew Foster  
**Action:** First reading
- c) National Flood Insurance Program-Application to Participate (Attachment E) Drew Foster  
**Action:** Decision

## 5. NEW BUSINESS:

- a) Oath of Officer for Mayor and Councilors Elect Drew Foster  
**Action:** Ceremony
- b) Recognition of Retiring Councilors Bittner and Kubler Drew Foster  
**Action:** Ceremony
- c) Appointments to Cascades West Regional Consortium (Attachment F) Drew Foster  
**Action:** Appointment
- d) Council Work Session-Setting Goals for 2013-14 Drew Foster  
**Action:** Agree on Date

## 6. STAFF REPORTS:

- a) Public Safety (Attachment G) Chief Rich Riffle
- b) Public Works (Attachment H) Drew Foster
- c) City Administrator (Attachment I) Drew Foster

## 7. COUNCIL and MAYOR COMMENTS:

## 8. ADJOURNMENT:

Next meetings -

City Council -Tuesday February 5, 2012 6:00 PM  
Planning Commission- Tuesday, January 22, 2013 6:30 PM

*The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail*

*"[kathy.edmaiston@adairvillage.org](mailto:kathy.edmaiston@adairvillage.org)," or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.*

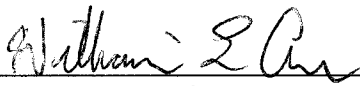
***The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.***

**ADAIR VILLAGE  
CITY COUNCIL MINUTES-Approved  
6030 William R. Carr Avenue  
\*\*\*Wednesday, January 9, 2013 – 6:00 PM\*\*\*\***

Agenda Item	Action
<p><b>1. Roll Call:</b> Members present: Councilors Bittner, King, Kubler, and Mercer, and Mayor Currier were present. CA Foster recorded the meeting. Councilors Hubele and Real replaced former Councilors Bittner and Kubler after the Oath of Office was completed.</p>	<p>Mayor Currier called the meeting to order at 6:05 PM and led the Flag Salute.</p>
<p><b>2. Oath of Office</b> (Agenda Item 5a) State Senator Brian Boquist provided brief comments. He then administered the Oath of Office to Mayor Currier and Councilors Real and Hubele.</p>	<p>Oaths administered.</p>
<p><b>3. Recognition of Retiring Councilors Steve Bittner and Jeff Kubler</b> (Agenda Item 5b) Mayor Currier presented former Councilors Bittner and Kubler with plaques in recognition of their service to the City.</p>	<p>Former Councilors Kubler and Bittner made short remarks</p>
<p><b>4. Election of Mayor Pro Tem</b> (Addition to the Agenda) Councilor Hubele asked if Councilor King was willing to continue in the role of Mayor Pro Tem. Councilor King said that she was.</p>	<p>Mayor Currier moved to retain Councilor King as Mayor Pro Tem, Councilor Hubele seconded. <b>Unanimous Approval.</b></p>
<p><b>4. Consent Calendar</b> (Agenda Item 2). Minutes of December 4, 2012. Billings from December 19, 2012 (\$34,040.97) and January 9, 2013 (\$22,231.97).</p>	<p>Councilor King moved to accept the Consent Calendar as presented, Councilor Real seconded. <b>Unanimous Approval.</b></p>
<p><b>5. Public Comment</b> (Agenda Item 3) None.</p>	
<p><b>6. Appointments to Cascades West Regional Consortium</b> (Agenda Item 5c) Mayor Currier appointed himself, as elected official, and CA Foster, as staff member, to the Cascades West Regional Consortium. The Regional Consortium is the non-profit focused on developing a regional wetlands mitigation bank. This is the next step in moving forward on the eight-city Industrial Wetlands project.</p>	<p>Councilor King moved to approve the appointments of Mayor Currier and City Administrator Foster to the CWRC, Councilor Hubele seconded. <b>Unanimous Approval.</b></p>
<p><b>7. Set Council Work Session for 2013-14 Goal Setting</b> (Agenda Item 5d) Council set the date of Tuesday, January 29, 2013 at 6:00 PM for the work session to set City Goals.</p>	<p>CA will send information on the meeting to media contacts and put it on the website.</p>
<p><b>8. Ordinance 2013-01 Parking Code Update</b> (Agenda Item 5a). CA Foster presented the changes contained in the Ordinance update. The Council provided input and updates to a variety of sections and paragraphs. These will be integrated into a new document which will be placed on the agenda at the February meeting. Public Input-Faye Abraham, 3122 Willamette, should change last word in 010(2).</p>	<p>CA will update Code document, send it out to Council for review, and prepare to bring it to the Council's February meeting.</p>

<p><b>9. Ordinance 2013-02 Nuisance Code Amendments</b> (Agenda Item 5a). CA Foster presented the changes to the Nuisance Code which will align it with the Parking Code. Council provided edits and updates to be placed on the agenda at the February meeting.</p>	<p>CA will update the Ordinance, send it out to Council for review, and prepare to bring it to the Council's February meeting.</p>
<p><b>10. National Flood Insurance</b> (Agenda Item 5b). CA Foster presented the application to participate in the National Flood Insurance Program.</p>	<p>Council approved.</p>
<p><b>11. Public Safety Report</b> (Agenda Item 7a) Chief Riffle delivered the Public Safety Report. He was asked if all eight "Ordinance Cases" were warnings and he said that they were.</p>	<p>Council received report.</p>
<p><b>12. Public Works Report</b> (Agenda Item 7b) CA Foster was asked to highlight any issues from the Public Works Report.  <b>One</b>, the 7.3 million gallons of water produced in December was high because there had been two leaks. First, a service line on Cori Ct. broke and was repaired by E.D. Hughes. Second, there was a break in a 2" service line on Independence Highway that serves three outlying customers. It happened on a Saturday, and was repaired by Supervisor Tom Shaddon, who had to come in on his day off and Utility Worker II Killy Ellard. They were able to make a short term patch, but we will have to make a more thorough repair in the future.  <b>Two</b>, Public Works staff only had to backwash the filters once this month, rather than three times which was the general need in the past. This reduction is due to the repairs and improvements undertaken at the plant.</p>	<p>Council received report.</p>
<p><b>13. City Administrator's Report</b> (Agenda Item 7c) Governor sent a note to the Council concerning Cutting Edge Communities conference in Bend on Tuesday, January 22<sup>nd</sup>. CA said that there are funds in the Mayor and Council line item, if anyone wants to attend.  Councilor Hubele asked about additional street sweeping in spring or early summer. CA said that we have now established the three pick-ups for the year, we should have flexibility on establishing dates. We can also schedule additional street sweeping in spring or summer. Councilor King said that we need to do a better job notifying people when leaves are being picked up or streets swept. Councilor Hubele suggested that it be connected with the spring clean-up.  CA provided copies of the 2011 Audit; it will be discussed at the next meeting.  CA reported that we have formalized our partnership with Republic Services to take part in our Wastewater Facilities Plan. We completed our Memorandum of Understanding and they are investing an initial \$50,000 in the planning. We still need to work through DLCD (Department of Land Conservation and Development) to be able to bring leachate from outside the city limits into the City's facility. Council asked for clarification on a number of issues. CA will provide updated information before the next meeting.</p>	<p>Council received report.</p>
<p><b>14. Council and Mayor Comments</b> (Agenda Item 8):  Councilor King- asked if any progress had been made on marketing the café area of the Firehouse. CA project manager Candice Dinnis will be putting up a For Lease sign. Ed Dasteur wanted to amend the existing lease, but we are not willing to do that. We will try to bring someone into</p>	

<p>the café, but if that doesn't work out, we will market the whole building. CA provided a short history of the present lease and our rate for the lease. Councilor Hubele- In order to prepare for the new budget year, he requested that an organizational chart be prepared to show how responsibilities will be broken out. CA said that he will bring an update of the salary chart and also a review of wastewater rates. Councilor Real-asked that copies of the Management Letter and Communication to the Governing Body from the 2011 Audit be provided to the Council.</p>	
<p><b>15. Adjournment:</b> Next meeting Tuesday, February 5, 2013 at 6:00 PM.</p>	<p><b>Mayor adjourned the meeting at 8:30 PM.</b></p>

  
Mayor's Approval

2013-02-20  
Date