

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, April 1, 2014 - 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-March 4, 2014 (Attachment A)
- b) Bills List through March 19, 2014 (Attachment B-1) - \$ 24,384.¹⁷
- c) Bills List through March 31, 2014 (Attachment B-2) – \$20,928.⁴³

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

4. EXECUTIVE SESSION:

Drew Foster

- Under ORS 192.660 (2) (a) To consider the employment of a public officer, employee, staff member or individual agent &
- (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

5. OLD BUSINESS:

- a) Financial Policies and Procedures (Attachment C)

Drew Foster

Action: Discussion

6. NEW BUSINESS:

- a) Financial Report-Through March 28, 2014 (Attachment D)

Drew Foster

Action: Discussion

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Ordinance 2014-02 Amending Planning Commission Ordinance (Attachment E)

Drew Foster

Action: Decision

- b) Ordinance 2014-03 Marijuana Dispensaries (Attachment F)

Drew Foster

Action: Decision

- c) Ordinance 2014-04 Amendment to Nuisance Ordinance (Attachment G)

Drew Foster

Action: Decision

8. STAFF REPORTS:

- a) Sheriff's Report (Attachment H)
- b) Community Service Report (Attachment I)
- c) Public Works (Attachment J)
- d) City Administrator (Attachment K)

Drew Foster

Ken Real

Pat Hare

Drew Foster

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council–Tuesday, April 1, 2014 6:00 PM
Planning Commission- Wednesday, March 19, 2014 7:00 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 ", 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
****Tuesday, April 1, 2014 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: Members present: Councilors Real, King, Mercer, Canfield and Mayor Currier were present. CA (City Administrator) Foster recorded the meeting. ACA (Assistant City Administrator) Pat Hare was in attendance.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM and led the Flag Salute.</p>
<p>2. Consent Calendar (Agenda Item 2). Minutes of March 4, 2014 City Council Meeting. Billing list for March 19, 2014 (\$24,384.17). Billings through March 31, 2014 (\$20,928.43).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Councilor Canfield seconded. Unanimous Approval (5-0).</p>
<p>3. Public Works Report (Agenda Item 8c). ACA Hare presented the report for February.</p> <ul style="list-style-type: none"> • Water production was 4.11 million gallons. • Flow through at the wastewater plant was 4.64 million gallons. • 200 meters have been replaced. PW will meet with Sensus this week to start the process of going live with the new meters. • Engineers have started work on Voss Hill Reservoir. • Drainage will be placed under a section of Box Elder to control the spring located there. Funding will come from both the Street and Storm Drain funds. • The next overlay will be on Azalea starting from the western speed bump. The length of the overlay will be affected by the cost of the Box Elder work. • Soft Start pumps will be ordered this month for both pumps at the Water Plant. • Kiddie Park – rubber mats have been damaged and will be replaced, bark chips will be added, and other general maintenance will be performed. Staff will look into grant availability for bathrooms for the park. 	<p>Council received the report.</p>
<p>4. Attachment I-Community Service Report (Agenda Item 8b). Ken Real, contract CSO, provided the CS report.</p> <ul style="list-style-type: none"> • Averaging 10 new cases a month. • Abandoned vehicles get a case number immediately. All other incidents are given an event number; after 15 day waiting period those events are given a case number. • There are 2 annual chicken permit inspections to be completed. • More time is needed to work on the database. • April is the start of the vegetation issues around the City. 	<p>Council received the report.</p>
<p>5. Public Comment (Agenda Item 3).] Steve Roderick, Santiam Christian School Board President, discussed several issues:</p> <ul style="list-style-type: none"> • He has been working with Adair Village and would like this to be a positive experience moving forward. • He has met with the School Board. The Board wants to move forward with the City. • SCS will grant an easement on the east end. 	<p>Council received comments.</p>

<ul style="list-style-type: none"> • SCS wants to retain 24 acres for a sports complex. • The Board did not take action with regard to an easement on the south end, but Mr. Roderick thinks the Board is not opposed to that, they are just hesitant. • There is concern about a road on the west side of the sports complex and how a road might impact the safety of students. • SCS will be moving forward to find out what their land is worth. • With regard to community use of their library, the Board wants to see that happen. <p>Faye Abraham, 3122 NE Willamette, stated that SCS has a community room that they have made available to Adair Village citizens.</p> <p>Gene Abraham, 3122 NE Willamette:</p> <ul style="list-style-type: none"> • Gives Council kudos for the Marijuana Dispensary Ordinance • Question for ACA Hare: Regarding the overlay on Azalea, are there plans to videotape the culvert? ACA Hare replied that the overlay is not going over that area. • Suggested the area on Azalea be videoed as well as a section of Laurel located just past 4214 Laurel. • Questioned whether there has been a vehicle log policy instituted? ACA Hare answered yes with the two vehicles used by PW <p>Phil Harkins, 3113 NE Willamette:</p> <ul style="list-style-type: none"> • Why is there a question regarding the value of Santiam Christian School's (SCS) property in the newly annexed area? Mayor Currier stated it is so the City could tell potential developers a price. • Asked if SCS was still dumping on their property? CA Foster stated they are no longer dumping. • Asked what was going on with the SC ball fields? ACA Hare said we have received the engineered drawings and the permitting process is ready to go forward. <p>Faye Abraham, 3122 NE Willamette:</p> <ul style="list-style-type: none"> • Thought the council had voted to notify citizens when their meters were going to be changed. CA Foster informed her that this issue was discussed and reported in the minutes of the August 6, 2013 City Council meeting. • Asked if the land around Box Elder could become a wetland? Staff said that we are still looking into the cause of the problem. • Stated that the City had not provided proof that the state of neighbors' yards affects property values. 	
<p>6. Attachment C-Financial Policies and Procedures (Agenda Item 5a). City Council was provided with edits to the Procedures section, which will be integrated into the procedures. CA Foster will present an update with modifications at the next City Council meeting.</p>	<p>Council received the report.</p>
<p>7. Attachment D-Financial Report-through March 28, 2014 (Agenda Item 6a). CA Foster presented the report. City Funds in Local Government Investment Pool have risen from \$500,000 at the start of the 2013-14 fiscal year to \$584,000, despite the significant infrastructure planning and projects undertaken by the City. All City staff have worked hard to keep expenses down and it is paying off.</p>	<p>Council received the report.</p>

<p>8. Attachment E-Ordinance 2014-02 Amending Planning Commission Ordinance (Agenda Item 7a). CA Foster presented Ordinance 2014-02. He said that the present ordinance designates seven Planning Commission (PC) members with up to two from outside the City and sets a quorum at four. With Eb Vedamuthu’s retirement, we only have three members and this would prevent the PC from doing any work. This ordinance sets the number of members at five with only one from outside city limits and establishes a quorum as three members. The emergency clause is included to allow the ordinance to be adopted tonight, which will allow the PC to continue their work.</p> <p>Mayor Currier provided the first reading.</p> <p>Mayor Currier provided the second reading by title only.</p>	<p>Councilor King moved to approve the first reading of Ordinance 2014-02. Councilor Real seconded. Unanimous Approval (5-0).</p> <p>Councilor King moved to approve the second reading by title only and adoption of Ordinance 2014-02. Councilor Real seconded. Unanimous Approval (5-0).</p>
<p>9. Attachment F-Ordinance 2014-03 Marijuana Dispensaries Moratorium (Agenda Item 7b). CA Foster presented Ordinance 2014-03 as a follow-up to the general discussion from the previous meeting. The emergency clause is included in order for the City to meet the deadline for the Moratorium established by the State Legislature.</p> <p>Councilor Canfield provided the first reading.</p> <p>Mayor Currier provided the second reading by title only.</p>	<p>Councilor King moved to approve the first reading of Ordinance 2014-03. Councilor Canfield seconded. Unanimous Approval (5-0).</p> <p>Councilor King moved to approve the second reading by title only and adoption of Ordinance 2014-03. Councilor Canfield seconded. Unanimous Approval (5-0).</p>
<p>10. Attachment G-Ordinance 2014-04 Amendment to Nuisance Ordinance (Agenda Item 7c). CA Foster presented Ordinance 2014-04 which makes a single, simple language change in Section 40.420(3)(a), which will now read “grass and weeds more than ten inches in length” rather than “ten inches high. The emergency clause is included in order to be able to enforce this section of the Nuisance Code as it becomes effective on April 1st.</p> <p>Mayor Currier provided the first reading.</p> <p>Mayor Currier provided the second reading by title only.</p>	<p>Councilor King moved to approve the first reading of Ordinance 2014-03. Councilor Real seconded. Unanimous Approval (5-0).</p> <p>Councilor King moved to approve the second reading by title only and adoption of Ordinance 2014-04. Councilor Real seconded. Unanimous Approval (5-0).</p>
<p>11. City Administrator Report (Agenda Item 8d). CA Foster presented the report.</p> <ul style="list-style-type: none"> • Auditor is working with Accountants at Moss Adams to clarify some issues. In house work by auditors will be rescheduled. • Five applications have been received for City Attorney position. • AVIS - Negotiated final Interim Cost Sharing Agreement with Boise Cascade (aka OfficeMax) and Georgia Pacific. Group discussed SoW (Scope of Work) to for Groundwater and Feasibility Study with GeoEngineers. • Water Plant – CivilWest is preparing a SoW replace the reservoir on Voss Hill with two 1 million gallon above ground reservoirs. • Wastewater Facility Plan – Draft is complete and under review. • Box Elder drain issues – CivilWest prepared a SoW for engineering services to repair said drain issues. • PW met with Benton County Roadmaster regarding resurfacing on Azalea. • Planning Commission – work continues on Comprehensive Plan. <p>Ordinance 2014-02 reduces number of members from seven to five;</p>	<p>Council received the report.</p>

<p>however two members are still needed.</p> <ul style="list-style-type: none"> • Applications: <ul style="list-style-type: none"> – An application has been received for a three lot partition on Newton Road, notice has been sent to adjacent owners, and the project will be reviewed by Planning Commission at their next meeting. – We continue to work with SCS in preparation of the Property Line Adjustment and Zoning Amendment application. <p>Gene Abraham, 3122 NE Willamette:</p> <ul style="list-style-type: none"> • Suggested that the City could save money by using ground up tires in the landscaping around the City rather than bark mulch. • Asked where the Minutes from 2010 are available? CA Foster told him all Minutes are available at City Hall. 	
<p>12. Executive Session (Agenda Item 4). The Adair Village City Council met in Executive Session under ORS Oregon Revised Statutes 192.660 (2)-(a) "To consider the employment of a public officer, employee, staff member or individual agent."</p>	<p>Mayor Currier opened the Executive Session at 9:12 PM. Mayor Currier closed the Executive Session at 9:45 PM.</p>
<p>13. Action from Executive Session. Mayor announced that no decisions were made in Executive Session.</p>	<p>At the end of Executive Session, Council resumed City Council Meeting at 9:45 PM.</p>
<p>14. Request by Owners of Market to Open a Deli-Pub in the Restaurant Area (Not included in Agenda): CA Foster presented the request by MAM LLC, the lessees of Market to take over the whole building and establish a Deli-Pub, which would include a separated area for Lottery gaming machines. CA Foster and Councilor King provided input on their visit to MAM LLC's similar facility in Mill City.</p> <p>Phil Harkins, 3113 NE Willamette:</p> <ul style="list-style-type: none"> • Why would the Council limit business in Adair? He sees no reason not to allow it. <p>Gene Abraham, 3122 NE Willamette:</p> <ul style="list-style-type: none"> • Look at police reports listed in newspaper and see what kind of arrests are being made. 	<p>Council asked that a business plan be requested from the lessee for review at the next meeting.</p>
<p>15. Council and Mayor Comments (Agenda Item 8):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Real – None • Councilor Canfield – Please add her name to the City website. • Councilor Mercer – Had just recently heard about Judi Vedamuthu's passing. She cared about the City. • Councilor King – None. 	
<p>16. Adjournment: Next meeting- Council meeting on Tuesday, May 6, 2014 at 6:00 PM.</p>	<p>Mayor adjourned the meeting at 10:05 PM.</p>



Mayor's Approval

6-25-2014

Date