

**ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.**

****Tuesday, May 6, 2014 - Following Budget Committee Meeting (~7-7:30 pm start)

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-April 1, 2014 (Attachment A-1)
- b) Minutes – City Council Meeting-April 15, 2014 (Attachment A-2)
- c) Bills List through April 16, 2014 (Attachment B-1) - \$31,881.⁴⁹
- d) Bills List through May 5, 2014 (Attachment B-2) – \$25,861.⁶³

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

4. STAFF REPORTS:

- a) Community Service Report (Attachment C) Ken Real
- b) Public Works (Attachment D) Pat Hare
- c) City Administrator (Attachment E) Drew Foster
- d) Sheriff’s Report (Attachment F) Drew Foster
- e) Financial Report-Through April 30, 2014 (Attachment H) Drew Foster

5. OLD BUSINESS:

- a) Adair Village Deli & Pub (Attachment G) Drew Foster
Action: Decision

6. NEW BUSINESS:

- a) Adair Living History ALH Chair Barbara Melton
Action: Presentation
- b) Appointment to Planning Commission Mayor Bill Currier
Action: Decision

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Resolution 2014-03 2014-15 Fiscal Year Wage Schedule (Attachment I)
Action: Decision
- b) Resolution 2014-04 Wastewater Rate Update (Attachment J)
Action: Decision/Discussion

8. COUNCIL and MAYOR COMMENTS:

9. ADJOURNMENT:

Next meetings - If Necessary - Budget Committee–Tuesday, May 20, 2014 6:00 PM
City Council–Tuesday, June 3, 2014 6:00 PM
Planning Commission- Wednesday, May 21, 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, May 6, 2014 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: Members present: Councilors King and Canfield and Mayor Currier were present. CA (City Administrator) Foster recorded the meeting. ACA (Assistant City Administrator) Pat Hare was absent and excused. Councilors Real and Mercer were absent and excused. Minutes were taken by Utility Clerk Kathy Edmaiston.</p>	<p>Mayor Currier called the meeting to order at 7:18 PM.</p>
<p>2. Consent Calendar (Agenda Item 2). Minutes of April 1, 2014 City Council Meeting. Minutes of April 15, 2014 City Council Meeting. Billing list for April 16, 2014 (\$31,881.49). Billings through May 5, 2014 (\$25,861.63).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Councilor Canfield seconded. Unanimous Approval (3-0).</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Adair Living History Presentation (Agenda Item 6a). Barbara Melton, President of the Board of Directors of Adair Living History (ALH):</p> <ul style="list-style-type: none"> • Acknowledged Judi Vedamuthu’s contribution to ALH, as well as her knowledge and enthusiasm for history. • ALH received a grant from the Benton County Cultural Coalition and was able to co-sponsor a swing dance with the OSU History Students Association on April 5, 2014. There was a great community response and ALH was able to net approximately \$900 from the event. Next year will mark the 70th anniversary of VE Day so there are plans for another dance on May 8th or 9th, 2015. <p>Barbara Melton will be retiring this week from her current employment and she is looking forward to concentrating more time on ALH. ALH goals for the coming year include:</p> <ul style="list-style-type: none"> • Continuing with grant writing. • Cultivating family donors with connections to Camp Adair and Adair history. • Recruiting more board members. <p>Suggestions for City Council to help ALH:</p> <ul style="list-style-type: none"> • Increase the budget for mailing/postage. • Provide ALH with a mailing list. • Try to recruit residents as ALH committee members. 	<p>Council received the report.</p>
<p>5. Attachment C-Community Service Report (Agenda Item 4a). Ken Real, CSO (Community Service Officer), provided the CS report for April.</p> <ul style="list-style-type: none"> • Total hours worked-83. • Majority of cases this month involved Ordinance 40.420 (weeds, grass, vegetation, trees) and Ordinance 43.220 (Prohibited Parking). • Eight City residents have requested and are receiving assistance from CSO with trash containers. • Currently working on Ordinance updates for found property guidelines. Individuals finding property within the City should be 	<p>Council received the report.</p>

<p>provided with the Oregon found property laws.</p> <ul style="list-style-type: none"> • Also working on changes to City issues regarding year round weed and grass enforcement. <p>Mayor Currier asked CSO Real if he has had an issue yet where a resident is concerned about adjoining neighbors who have high grass that is not visible from the street? If said resident lets CSO onto their property to view neighbor's property, can CSO deal with issue? CSO Real replied that yes, he can take action if complainant allows him onto property so he can see issue at hand.</p>	
<p>6. Appointment to Planning Commission (Agenda Item 6b). Bobby Samai, 8802 Cori Court, has applied for a position on the Planning Commission. He has lived in Adair Village for two years and would like to be involved with the City. He is a marketing director @ Peak Internet. Mayor Currier previously met with Mr. Samail and stated he is qualified and has the time to participate on the Commission.</p>	<p>Mayor Currier moved to appoint Bobby Samai as a Planning Commission member. Councilor Canfield seconded. Unanimous Approval (3-0).</p>
<p>7. Attachment D-Public Works (PW) Report (Agenda Item 4b). CA Foster presented the report for April.</p> <ul style="list-style-type: none"> • Water production was 4.470 million gallons. • Flow through at the wastewater plant was 2.123 million gallons. • Meters now being replaced in the older loops, which take longer to change than other areas of the City. • The water on Box Elder was identified as a leak which has been repaired by E.D. Hughes. • Benton County recommended the next street overlay take place on Azalea Drive, starting just past the speed bump. • RG Smith Electric came to the Water Treatment Plant and looked at the starter for the #1 finished water pump. They will also be giving the City a quote on the budgeted soft starts. • At the Wastewater Treatment Plant, the chlorine contact chamber was cleaned, PW repaired and added to the storm drain by the drying bed to help from swamping, and the water line to the Imhoff tank and the head works were repaired. 	<p>Council received the report.</p>
<p>8. Attachment E-City Administrator Report (Agenda Item 4c). CA Foster presented the report.</p> <ul style="list-style-type: none"> • Closeout is completed on the 2012 and 2013 Audits. As soon as auditors finish final issues with Moss Adams, in-house work will be scheduled. • The new City attorney firm would like to invite staff and Council to their offices for a get to know each other event. CA needs to check with Council regarding an available Friday afternoon in May. • AVIS – Scope of Work for Groundwater Study to complete Environmental Assessment is under review. • CivilWest Engineering has begun pre-engineering on Voss Hill reservoirs. • We are in discussions with Luckiamute to possibly provide them with treated water. • We need to complete a Water Management and Conservation Plan within three years in order to begin making use of our 8.2 cfs water right. GSI Water will provide us with a Scope of Work this month. 	<p>Council received the report.</p>

<ul style="list-style-type: none"> • Wastewater Facility Plan – Draft is complete and under review by Republic Services and Oregon Department of Environmental Quality. • The Planning Commission (PC): • Continues work on the Comprehensive Plan. Three more members are still needed. • In discussion with the City Planner and property owner regarding the three lot partition on Newton Road. This application will be reviewed at the next meeting; written public comment has been received. • Santiam Christian School Sports Fields – A response is being prepared to their Property Line Adjustment application, for which we are awaiting payment. 	
<p>9. Attachment F-Sheriff's Report (Agenda Item 4d). CA Foster presented the report.</p>	<p>Council received the report.</p>
<p>10. Attachment H-Financial Report-through April 30, 2014 (Agenda Item 4e). CA Foster presented the report. Income through April 30, 2014 is \$924,484.00 and expenses are \$870,180.00. The balance in the Local Government Investment Pool is \$586,238.00, the LGIP at the start of the 2013-2014 Budget Year was \$501,600.00.</p>	<p>Council received the report.</p>
<p>11. Attachment G-Adair Village Deli & Pub (Agenda Item 5a). CA Foster presented a business plan submitted to the City by the Johal brothers (MAM LLC), who would like to open a Deli and Pub in the vacant section of the firehouse building. MAM LLC currently lease a portion of said building and operate the Adair Village Market. Councilor King voiced several concerns including whether patrons could drink alcohol without purchasing food and the possibility that people might be drinking at the Deli/Pub and then drive on Hwy. 99. Councilor Canfield was also concerned with what percentage of profits would be coming from gambling. Councilors King and Canfield agreed that they did not want a business that was gambling and alcohol driven. After much discussion, Mayor Currier stated that it was not fair to the Johal brothers to put off a decision and that the Council needed to make a decision.</p> <p>Phil Harkins, 3113 NE Willamette;</p> <ul style="list-style-type: none"> • If you had a choice between a restaurant without gambling versus with gambling, you'd take the no gambling. • The community is tired of looking at the empty building. • Mentioned the distillery in Adair and that it is successful. 	<p>Councilor King moved to approve MAM LLC's request to open a Deli and Pub in the vacant section of the firehouse building with the requirement that no more than 25% of the gross income come from gambling and that the Council be provided with quarterly financial reports. Councilor Canfield seconded. Unanimous Approval (3-0).</p>
<p>12. Attachment I-Resolution 2014-03 2014-15 Fiscal Year Wage Schedule (Agenda Item 7a).</p>	<p>Item to be moved to Agenda of June 6, 2014 City Council meeting.</p>
<p>13. Attachment J-Resolution 2014-04 Wastewater Rate Update (Agenda Item 7b).</p>	<p>Item to be moved to Agenda of June 6, 2014 City Council meeting.</p>
<p>14. Council and Mayor Comments (Agenda Item 8):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor King – None. • Councilor Canfield – None. 	

14. Adjournment:

Next meeting- Council meeting on Tuesday, June 3, 2014 at 6:00 PM.

Councilor Canfield moved to adjourn. Councilor King seconded. **Mayor adjourned the meeting at 9:34 PM.**



Mayor's Approval



Date