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

****Tuesday, June 3, 2014 - Following Budget Committee Meeting (~6:30 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 – Budget Committee Meeting-May 6, 2014 (Attachment A-1)
   b) Minutes – City Council Meeting-May 6, 2014 (Attachment A-2)
   c) Bills List through May 21, 2014 (Attachment B-1) - $12,045.83
   d) Bills List through June 3, 2014 (Attachment B-2) – $26,944.11

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

5. OLD BUSINESS:
   a) None

6. NEW BUSINESS:
   a) None

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS: All Drew Foster
   a) Resolution 2014-#3 2014-15 Fiscal Year Wage Schedule (Attachment H)
      Action: Decision
   b) Resolution 2014-#4 Wastewater Rate Update (Attachment I)
      Action: Decision/Discussion
      Action: Decision
   d) Resolution 2014-#6 State Revenue Sharing (Attachment K)
      Action: Decision
   e) Ordinance 2014-05 Update to Animal Control Ordinance Section 41.530 (Attachment L)
      Action: Decision
   f) Resolution 2014-#7 Transferring Expenditures within the Wastewater Fund (Attachment M)
      Action: Decision

8. COUNCIL and MAYOR COMMENTS:

9. ADJOURNMENT:
   Next meetings -

City Council–Tuesday, July 1, 2014  6:00 PM
Planning Commission- Wednesday, June 18, 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.
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### Agenda Item

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<tr>
<th>1. Roll Call</th>
<th>Action</th>
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<td>Members present: Councilors Real, King, Mercer and Canfield and Mayor Currier were present. ACA (Assistant City Administrator) Pat Hare was present. CA (City Administrator) Foster recorded the meeting. Minutes were taken by Utility Clerk Kathy Ednaiston.</td>
<td>Mayor Currier called the meeting to order at 6:54 PM.</td>
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<th>2. Consent Calendar</th>
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| 3. (No Agenda Item). Tamara Rosser of RSVP of Linn, Benton and Lincoln Counties, gave a short presentation to the Council about their services. She left several informational brochures about how interested persons can volunteer. | |

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<th>4. Public Comment</th>
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<td>Faye Abraham, 3122 NE Willamette:</td>
<td>Council received comments.</td>
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<td>- Asked if the City plans any large projects and will they be put out for bids? CA Foster stated yes, the City would have full RFPs for projects.</td>
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<td>- Said that she thought there was a 15 MPH speed limit in all of Adair, but she noticed a 25 MPH sign on William R. Carr. Mayor Currier replied he thought the 15 MPH limit was just in the loops in the older section; he would have to go back and look at past notes to see what the Council had decided.</td>
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<td>- Asked if the City checked on the size of the greenhouse built by Santiam Christian (SC)? ACA Hare – SC did get the required building permits for that project.</td>
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<td>Gene Abraham, 3122 NE Willamette:</td>
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<td>When Curt Hubele was a member of the City Council, he wanted the City to keep mileage logs for City vehicles; has that been done? ACA Hare – yes, mileage is recorded at the beginning and end of each day.</td>
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<th>5. Attachment C-Community Service Report</th>
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<td>Agenda Item 4a. Ken Real, CSO (Community Service Officer), provided the CS report for May.</td>
<td>Council received the report.</td>
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<td>- Total hours worked-82.</td>
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<td>- Preparing a recommendation to the Council to establish a reasonable base fine for violation of 40.470. Would like to use a self-mailing citation form that offender could use to mail payment to the City. Researching code enforcement software that is established and used in other municipalities.</td>
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<td>- Draft of policy for found property completed.</td>
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<td>- Working on volunteer program to help elderly and disabled City residents maintain property within code.</td>
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6. **Attachment D-Public Works (PW) Report (Agenda Item 4b).** ACA Hare presented the report for May.
   - Water production was 4.216 million gallons.
   - Flow through at the wastewater plant was 1.923 million gallons.
   - Still working on replacing meters; now onto older loops, which take longer to change.
   - Four new street signs have been ordered and should be completed by the first week of June.
   - Completed work at the Kiddie Park, including spreading of 25 yards of new chips.
   - RG Smith installed a new starter for the #1 finished water pump.
   - Built a covered stand for the composite sampler at the WWTP.

   Council received the report.

7. **Attachment E-City Administrator Report (Agenda Item 4c).** CA Foster presented the report.
   - Initial work on the 2012 audit has been completed. In-house work will be scheduled.
   - Work is proceeding on the restaurant side of the Firehouse Market. They hope to open by mid-July.
   - CA Foster and ACA Hare have met with City Attorneys Jim Delapoe and Sean Kidd and provided them with materials on the Water Rights, Santiam Christian School (SCS) planning issues and WWFP (WasteWater Facility Plan). AVIS (Adair Village Industrial Site) was also discussed.
   - AVIS – Reviewing the Scope of Work from GeoEngineers for the Groundwater study needed to complete the Environmental Assessment.
   - Water Rights – An initial offer from Hillsboro is expected by the end of June.
   - Water System – CivilWest Engineering (CWE) has begun initial pre-engineering on the Voss Hill water tanks.
   - Wastewater Facility Plan – City engineers, CA Foster, ACA Hare, and representatives from Republic Services met with the Oregon Department of Environmental Quality (DEQ) to review their comments on the WWFP document. CWE is preparing a Scope of Work (SoW), when we receive the SoW, we will negotiate the cost share with Republic Services.
   - Streets – The overlay on Azalea will not begin until the new fiscal year.
   - Planning Commission –
     - Completed the edit of Goals and Objectives of all eight sections of the Comprehensive Plan. One more member is still needed.
     - The three lot partition on Newton Road was approved at the May meeting.
     - No action has been taken regarding the Santiam Christian School Sports Fields property line adjustment as the planning fees have not yet been received.

   Council received the report.

8. **Attachment F-Sheriff’s Report (Agenda Item 4d).** CA Foster will talk to Sgt. Hiner about sorting this report in a more logical matter, possibly by date and case number.

   Council received the report.
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<td>M</td>
<td>Resolution 2014-#7 transferring Expenditures within the Wastewater Fund (Agenda Item 7f)</td>
<td>Councilor Mercer moved to approve Resolution 2014-#7. Councilor Real seconded. Unanimous Approval (5-0).</td>
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<td>L</td>
<td>Ordinance 2014-05 Update to Animal Control Ordinance Section 41.530 (Agenda Item 7e)</td>
<td>Councilor King moved to approve the first reading of Ordinance 2014-05 as corrected. Councilor Mercer seconded. Unanimous Approval (5-0). Councilor King moved to approve the second reading and to adopt Ordinance 2014-05. Councilor Mercer seconded. Unanimous Approval (5-0).</td>
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16. Council and Mayor Comments (Agenda Item 8):
- Mayor Currier – None.
- Councilor Real – None.
- Councilor King – None.
- Councilor Mercer – None.
- Councilor Canfield – None.

17. Adjournment:
Next meeting- Council meeting on Tuesday, July 1, 2014 at 6:00 PM.
Councilor King moved to adjourn. 
Councilor Mercer seconded. 
Mayor adjourned the meeting at 8:53 PM.

Mayor’s Approval 7-3-2014 Date