

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

****Tuesday, February 3, 2015 – 6:00 PM****

Agenda Item	Action
<p>1. Roll Call: Members present: Councilors Real, King, Andrews, Canfield and Mayor Currier were present. ACA (Assistant City Administrator) Pat Hare and CA (City Administrator) Foster were present. The meeting was recorded and minutes were taken by Utility Clerk Kathy Edmaiston.</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 January 6, 2015 City Council Meeting. Bills List through January 22, 2015 (\$41,380.00). Bills List through February 2, 2015 (\$25,854.84).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Council Real seconded. Unanimous Approval (5-0).</p>
<p>3. Public Comment (Agenda Item 3). Phil Harkins, 3113 NE Willamette Avenue. There has been no quorum for 4 meetings of the Planning Commission rather than just 2, as previously noted.</p> <p>Faye Abraham, 3122 NE Willamette Avenue. Suggested that the money the City has saved from operating the police department be used to have the City Attorney attend the City Council and Planning Commission meetings. She implored the Council to amend the Charter to be more in keeping with how the City conducts business today.</p>	
<p>4. Restaurant Business Plan (Agenda Item 6b). Jim Jones spoke and provided each Councilor with a packet of information detailing his interest in opening a restaurant in the vacant space in the Adair Village Market building.</p>	
<p>5. Report by City Engineering Contractor (Agenda Item 5b). Garrett Pallo of Civil West Engineering updated the Council on several projects going on around the City.</p>	
<p>6. Attachment C-Community Service Report (Agenda Item 4a). Ken Real, CSO (Community Service Officer), provided the CS report for January.</p> <ul style="list-style-type: none"> • Total hours worked-82. • 0 old cases, 12 new cases, 8 closed cases. <p>Councilor Real asked who is responsible for the cost if a water line were to break due to items being situated on lawns? ACA Hare will look into it and report back to Council.</p>	<p>Council received the report.</p>

<p>7. Attachment D-Public Works Report. (Agenda Item 4b). ACA Hare presented the report.</p> <ul style="list-style-type: none"> • Water production was 5.105 million gallons. • Flow through at the wastewater plant was 4.92 million gallons. • Discharged 2.91 million gallons of treated effluent to the Willamette River. • All new meters that have been installed have been programmed. Approximately 60 meters left to be installed and programmed. Will begin working with Ferguson this month to get the programmed meters online and in operation. 	<p>Council received the report.</p>
<p>8. Attachment E-City Administrator's Report (Agenda Item 4c). CA Foster presented the report for January.</p> <ul style="list-style-type: none"> • 2012 Audit is under review by Pauly Rogers. In house work by auditors for 2013 Audit will take place in February. • Sweet Taste Bakery will be doing a soft opening around February 15, with a grand opening on March 1. • AVIS (Adair Village Industrial Site) – Groundwater study by GeoEngineers is underway. • Water Rights – All agreements and Final Order from Oregon Water Resources Department are signed. • Wastewater Facility Plan – Draft is complete and under review. • Planning Commission – A recommendation on the Comprehensive Plan to the Council will be provided at the next meeting. Planning commission still needs members, there are only three members and there have not been quorums for the last two meetings. • Santiam Christian School Sports Fields – Santiam Christian's Board voted unanimously to approve the new conditions of approval in regards to their property line adjustment. The City will begin work with them on zoning the entire property. 	<p>Council received the report.</p>
<p>9. Attachment F- Benton County Sheriff's Office (BCSO) Report (Agenda Item 4d). CA Foster presented the report for January. A representative from the Sheriff's office will be present at the April City Council meeting.</p>	<p>Council received the report.</p>
<p>10. Attachment G-Financial Report-through December 31, 2014 (Agenda Item 4e). CA Foster presented the report. Income through January 29, 2015 is \$688,709.00 and expenses are \$672,675.00. The balance in the Local Government Investment Pool is \$621,195.00, last year the balance was \$562,509.00.</p> <p>Mayor Currier asked the Council if there were any objections to the Mayor and the Mayor Pro Tem approving the DEQ loan payment mid-month?</p>	<p>Council received the report.</p>
<p>11. Attachment I-Appointment of Budget Officer (Agenda Item 6a). CA Foster presented the timeline for the 2015-16 budget process. The first meeting will be April 21, 2015, the third Tuesday of April. CA Foster recommended ACA Hare be appointed as Budget Officer.</p>	<p>Councilor King moved to appoint ACA Hare as Budget Officer and to approve the Budget Timeline. Councilor Andrews seconded. Unanimous Approval (5-0).</p>

<p>12. Attachment J-Update of Planning Application Fees (Agenda Item 7a). Resolution No. 2015-#1. This resolution updates and adds the Land Use Application Fees.</p>	<p>Councilor King moved to approve Resolution 2015-#1 as amended. Councilor Real seconded. Unanimous Approval (5-0).</p>
<p>13. Attachment H-Contract with Pat Hare for City Administrator (Agenda Item 5a). Mayor Currier met with each Councilor regarding the Contract. Each Councilor provided suggestions that were incorporated into the Contract.</p>	<p>Councilor King moved to approve the Contract with Pat Hare including the changes which were discussed during this meeting. Councilor Andrews seconded. Unanimous Approval (5-0).</p>
<p>14. Council and Mayor Comments (Agenda Item 8):</p> <ul style="list-style-type: none"> • Mayor Currier - None. • Councilor Real – Thanked ACA Hare for his work with Santiam Christian. Also, she found some information she needed for a HP tax case on the Adair Village Website. • Councilor King – None. • Councilor Andrews – None. • Councilor Canfield – None. 	
<p>15. Adjournment: Next meeting- Council meeting on Tuesday, March 3, 2015 at 6:00 PM.</p>	<p>Councilor King moved to adjourn. Councilor Real seconded. Mayor adjourned the meeting at 8:45 PM.</p>

William Currier

Mayor's Approval

3-4-15

Date