


**ADAIR VILLAGE  
CITY COUNCIL MINUTES-Approved  
6030 William R. Carr Avenue  
\*\*\*\*Tuesday, January 6, 2015 – 6:00 PM\*\*\*\***

Agenda Item	Action
<p><b>1. Oath of Office.</b> (Agenda Item 5a). State Representative Mike Nearman provided brief comments. He then administered the Oath of Office to Mayor Currier and Councilors King and Andrews.</p>	<p>Oath administered.</p>
<p><b>2. Roll Call:</b> 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 6:05 PM and led the flag salute.</p>
<p><b>3. Consent Calendar</b> (Agenda Item 2). Minutes of December 2, 2014 City Council Meeting. Bills List through December 17, 2014 (\$45,409.37). Bills List through January 6, 2015 (\$42,197.07).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Council Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>4. 2014 Easter Egg Hunt at Adair County Park.</b> (Addition to the Agenda). Ken Imamura representing the Corvallis Kiwanis Sunrisers provided the Council with a pamphlet and presented information about the Adair Easter Egg Hunt. CA Foster stated that funding is available and in the budget for this event.</p>	<p>Councilor King moved to approve the request of \$300.00 to Kiwanis for the Easter Egg Hunt. Councilor Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>5. Public Comment</b> (Agenda Item 3). Gene Abraham, 3122 NE Willamette Avenue. There are no Minutes of meetings on the website for the last five months. He also thanked staff for the “protect your pipes” information included in the January Newsletter.  Faye Abraham, 3122 NE Willamette Avenue, asked if it was optimistic to expect the 2012 audit report by March, 2015.  Phil Harkins, 3113 NE Willamette Avenue, commented that there was nothing on the City Council Agenda about the Jamocha Jo’s lease. He publically acknowledged CSO Ken Real for helping Mr. Harkins’ neighbor after a tree fell down in their neighborhood. He then asked if there will be a new Comprehensive Plan available for review?</p>	
<p><b>6. Attachment C-Community Service Report</b> (Agenda Item 4a). Ken Real, CSO (Community Service Officer), provided the CS report for November.</p> <ul style="list-style-type: none"> <li>• Total hours worked-80.</li> <li>• 0 old cases, 10 new cases, 10 closed cases.</li> <li>• November and December 2014 were spent closing 2014 cases.</li> </ul>	<p>Council received the report.</p>
<p><b>7. Attachment H- New Customer Code Information Handout</b> (Agenda Item 6a). CSO Real provided the Council with a Common City Code Violation handout which will be given to new utility customers as part of the information presented to them when they sign up for utility service.</p>	

<p><b>8. Executive Session.</b> The Adair City Council met in Executive Session under Oregon Revised Statutes 192.660 ( 2 )-</p> <p>“(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions”.</p> <p>“(f) To consider information or records that are exempt by law from public inspection.”</p> <p>City Attorneys Jim Delapoer and Sean Kidd were present.</p>	<p>Mayor Currier opened the Executive Session at 6:45 PM.</p> <p>Mayor Currier closed the Executive Session at 7:07 PM.</p>
<p><b>9. Action from Executive Session.</b> Mayor Currier announced that no decisions were made in Executive Session.</p>	
<p><b>10. Update on Santiam Christian School’s Property Line Adjustment.</b> (Agenda Item 5b). ACA Hare presented the update.</p>	
<p><b>11. Negotiating Contract for new City Administrator.</b> (Agenda Item 5c). CA Foster presented a draft of a City Administrator Employment Agreement. Attorney Delapoer provided the Council with information regarding the negotiating process.</p> <p>Mayor Currier will meet with ACA Hare to begin negotiating the Contract.</p>	
<p><b>12. Attachment I-Ordinance No. 2015-01 Parking Code Update.</b> (Agenda Item 7a). Mayor Currier provided the first reading of the Ordinance, which will update the Parking Code Ordinance.</p> <p>Mayor Currier provided the second reading by title only.</p>	<p>Councilor King moved to approve the first reading of Ordinance 2015-01. Councilor Canfield seconded. <b>Unanimous Approval (5-0).</b></p> <p>Councilor King moved to approve the second reading and to adopt Ordinance 2015-01. Councilor Andrews seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>12. Attachment D-Public Works Report.</b> (Agenda Item 4b). ACA Hare presented the report.</p> <ul style="list-style-type: none"> <li>• Water production was 5.571 million gallons.</li> <li>• Flow through at the wastewater plant was 4.47 million gallons.</li> <li>• Discharged 4.91 million gallons of treated effluent to the Willamette River.</li> <li>• Working with Ferguson Water Works to start programming radio read meters in January, 2015.</li> <li>• Engineered Control did maintenance on chlorine system at the Water Treatment Plant.</li> </ul>	<p>Council received the report.</p>
<p><b>13. Attachment E-City Administrator’s Report</b> (Agenda Item 4c). CA Foster presented the report for December.</p> <ul style="list-style-type: none"> <li>• Pauly Rogers will be onsite January 12 – 15, 2015 to complete the in-house work for the 2012 Audit.</li> <li>• Firehouse Market &amp; Restaurant – working with the Rodriguez family to develop a business plan for a Mexican restaurant and bakery</li> <li>• AVIS (Adair Village Industrial Site) – Groundwater study by GeoEngineers is underway.</li> <li>• Voss Hill Reservoirs – Pre-engineering and design are 44%</li> </ul>	<p>Council received the report.</p>

<p>complete.</p> <ul style="list-style-type: none"> <li>• Wastewater Facility Plan – Completing negotiations with Republic Services for bench testing.</li> </ul>	
<p><b>14. Attachment F- Benton County Sheriff's Office (BCSO) Report</b> (Agenda Item 4d). CA Foster presented the reports for November and December.</p>	Council received the reports.
<p><b>15. Attachment G-Financial Report-through December 31, 2014</b> (Agenda Item 4e). CA Foster presented the report. Income through December 31, 2014 is \$614,554.00 and expenses are \$577,515.00. The balance in the Local Government Investment Pool is \$659,569.00, last year the balance was \$562,509.00.</p>	Council received the report.
<p><b>16. Councilor Training Report</b> (Agenda Item 6b). Councilors Andrews and Canfield attended the New Councilor training at Portland State University.</p>	
<p><b>17. Appointment of Mayor Pro Tem and Outside Committee Representatives.</b> (Agenda Item 6c). Mayor Currier asked if Councilor King was willing to continue in the role of Mayor Pro Tem. Councilor King stated that she was.</p>	<p>Mayor Currier moved to retain Councilor King as Mayor Pro Tem. Councilor Canfield seconded. <b>Unanimous Approval (5-0).</b></p> <p>Mayor Currier moved to appoint Councilor King as the City Council liason to the Planning Commission. Councilor Real seconded. <b>Unanimous Approval (5-0).</b></p>
<p><b>18. Council and Mayor Comments</b> (Agenda Item 8):</p> <ul style="list-style-type: none"> <li>• Mayor Currier - None.</li> <li>• Councilor Real – Asked if the Code Compliance Officer has a Contract?</li> <li>• Councilor King – None.</li> <li>• Councilor Andrews – None.</li> <li>• Councilor Canfield – None.</li> </ul>	
<p><b>19. Adjournment:</b> Next meeting- Council meeting on Tuesday, February 3, 2015 at 6:00 PM.</p>	<p>Councilor King moved to adjourn. Councilor Real seconded. <b>Mayor adjourned the meeting at 8:35 PM.</b></p>

  
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 Mayor's Approval

3-3-15  
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 Date