

City of Creswell
City Council Minutes
August 9, 2010

Council Present:

Mike Anderson Jack Gradle
Bob Hooker Bill McCoy
Jean McKittrick Jane Vincent

Staff Present:

Mark Shrives City Administrator
Roberta Tharp City Recorder
Layli Nichols Finance Director
Shelley Humble Airport Manager
Titus Tomlinson RARE Intern
Linda Dodge A/P Court Clerk

Council Absent: 1 Bob Millam
Press: 1
Audience: 13

The regularly scheduled City Council meeting was called to order by Mayor Bob Hooker at 7:00 PM and the pledge of allegiance given.

1. Appreciation Plaque Presentation

Bob Hooker presented an appreciation plaque to Titus Tomlinson, RARE (Resource Assistance for Rural Environments) Intern for his outstanding work on projects such as the Earth Day Celebration, Community Sharing Pilot Project, the Cobalt Building Project and Tree City USA during the past year.

2. Special Presentations

A. Proclamation (Resolution 2010-18 – A Resolution Supporting Individuals with Developmental Disabilities)

Laura Weil-Noppenberger employee of Full Access addressed the Council to request a proclamation of support that urges citizens to acknowledge and embrace community members with developmental disabilities. Full Access along with the Oregon Supported Living Program is organizing the “Look Me In The Eye” campaign scheduled to kickoff on August 10th.

Bill McCoy moved Mike Anderson seconded to approve Resolution 2010-18 A Resolution Supporting Individuals with Developmental Disabilities. Voted on and carried unanimously.

B. Family Relief Nursery

Heather Murphy, Executive Director for the Family Relief Nursery addressed the Council giving a brief overview of the services provided to the South Lane area by the nursery. The Family Relief Nursery prevents child abuse and neglect by strengthening families under stress. Approximately one third of the South Lane Family Relief Nursery clients come from the City of Creswell. Ms. Murphy also thanked the Council for including the Family Relief Nursery for the past two budget years.

C. Oregon Department of Transportation – N. Oregon Ave./IAMP Update

David Helton of Oregon Department of Transportation addressed the Council presenting a brief update on the North Oregon Avenue/IAMP (Interchange Area Management Plan) project.

Mr. Helton said the ongoing IAMP project was placed on hold while ODOT re-contracted their consultant to conduct some additional analysis of findings. The first traffic analysis conducted resulted in finding additional capacity on Oregon Avenue west of the interchange would be needed. When this analysis was reviewed with ODOT the project was put on hold due to the policies of the Oregon Highway Plan which states in order to be cost effective, additional capacity cannot be added as a solution until all other options to relieve congestion have been researched.

Mr. Helton expects to have workable alternatives ready to present to the Council and Planning Commission in either October or November. Once the Council and ODOT have come to a conclusion on an alternative

preference he will put together the IAMP Planning document which will include a work around access management plan by documenting all the driveways along Oregon Avenue and trying to come up with a plan to consolidate them so there won't be as many turning movements on the highway.

Mr. Helton said he hopes to get the traffic analysis and technical work completed before the Consultant's contract expires at the end of December. If the Council has not adopted the necessary proposed changes before the Consultant's Contract expires, ODOT will continue to support the IAMP project.

D. Transportation Enhancement (TE) Grant Opportunity

Mark Shives presented a grant opportunity through Oregon Department of Transportation's Transportation Enhancement Program for funding of improvements along South 10th Street. The project is anticipated to include curb, gutter, bicycle lanes, lighting and signage for both sides of the street and sidewalks on the east side. The anticipated cost of the project is \$1.5 million, maximum probable grant award and requires a 10.27% match or approximately \$150,000.00. If the grant is obtained, construction would begin in 2013 giving the City two years to determine funding sources for the matching funds.

A discussion ensued regarding how far south on 10th Street the sidewalk would go.

Jean McKittrick moved Mike Anderson seconded that the City Council Support a City Grant Application to the Oregon Department of Transportation's Transportation Enhancement Program for the South 10th Street Walk Wise Project as Presented. Voted on and carried unanimously.

E. Use of Garden Lake Park

Dennis Lyons addressed the council on behalf of the Creswell Library Board asking permission to use Garden Lake Park for a community campfire. Mr. Lyons said the above ground campfire will be open to all community members and will include storytellers and the singing of campfire songs. The proposed date for this event is August 26, 2010 at twilight. Council gave their consensus for Mr. Lyons to use Garden Lake Park on August 26th for a Community Campfire.

3. RARE (Resource Assistance to Rural Environments) Updates

Titus Tomlinson, RARE Intern for the City of Creswell addressed the Council thanking them for the opportunity to work with them on a variety of projects this past year which granted him both personal and professional growth.

A. Community Sharing Program/City of Creswell Strategic Plan

In January 2010 the City of Creswell partnered with the Community Sharing Program to implement a pilot project by allowing a temporary office to be opened in the Community Center. This program provides community assistance services to meet the basic human needs of community members. Both organizations agree that the project was a success and the need to have a permanent office of the Community Sharing Program located in Creswell would be very beneficial to the community. Mr. Tomlinson distributed a draft copy of the City of Creswell/Community Sharing Program Strategic Plan and asked the Council to review, edit and adopt at a future meeting.

B. Hill Creek Diversion and Push-up Dam

An Informational memo was distributed to the Council that contained the history and current issues revolving around Hill Creek.

C. Tree City USA – Ordinance No. 466 An Ordinance Providing Regulations For Planting and Protection of Trees Within the City of Creswell ; and Creating A Tree Board

D. Tree City USA – (Proclamation) Resolution 2010-19 A Resolution Supporting Arbor Day

After reviewing the proposed Ordinance with Denise Walters, City Planner and Public Works Director Roy Sprout conflicts with the development code were detected. Mr. Tomlinson passed out a revised draft Ordinance that included changes coinciding with the development code and a permit form for the Council to review and bring back to the September or October meeting.

4. Comments from Mayor, Councilors and City Administration

In reference to the Hill Creek Diversion and Push-up Dam Information, Bill McCoy asked what the next step is in solving the water issue at Garden Lake Park. Mark Shives said he has met with Pam Reber of the Coast Fork Watershed Council and she feels the best approach is to look at acquiring a technical assistant grant to see what kind of study can be put together to come up with a solution for everyone involved. Mr. Shives said he is considering speaking to Adam Sussleman of GSI Water Solutions, Inc. who worked on the City's water rights regarding changing the point of diversion to increase water flow to Garden Lake Park. As it currently stands, the point of diversion is seven miles outside the City limits of Creswell and Mr. Shives does not know what our liability would be.

Jane Vincent asked about the pond at the Bald Knob Mill, and Mark Shrives said the pond has a dam that will allow water to run over it and into Garden Lake Park.

Jack Gradle asked about clean-up of the aquatic weeds growing in the ponds. Mark Shrives said it is a long process that requires permits and a lack of water is a big part of this problem.

Mark Shrives introduced Linda Dodge to the Council as the new A/P Court Clerk.

5. Correspondence

There were no comments regarding the Correspondence.

6. Public Forum

Christopher Douglas who resides at 83904 North Pacific Hwy. Creswell and a member of the Parks Advisory Board addressed the Council with concerns regarding the water level and condition at Garden Lake Park. Mr. Douglas suggested the possibility to put out for bid to have a mining company come in and dredge the material from Garden Lake Park.

Mr. Douglas also reported he will be installing the bridge at Garden Lake Park within the next month or so that he has been working on.

7. Consent Calendar

- A.** Approval of July 12, 2010 City Council Meeting Minutes
- B.** Approval of June 2010 Bills (Manual Checks/Check on Demand)
- C.** Approval of July 2010 Bills

Jack Gradle moved Bill McCoy seconded to approve the Consent Calendar as presented. Voted on and carried unanimously.

8. Airport

A. Pay Request #3 – Task Order #5 – Precision Approach Engineering – Inv. 1725

Shelley Humble reported this pay request is for the Capital Improvement Plan and there is \$580.00 left on the contract.

Bill McCoy moved Jean McKittrick seconded that Invoice #1725 from Precision Approach Engineering in the amount of \$823.50 be approved as presented. Voted on and carried unanimously.

B. Task Order #6 – Precision Approach Engineering – Airport CIP

The Airport currently has two open grants with the FAA, AIP-007 and AIP-008. The majority of AIP-007 grant has been utilized for the fire suppression project at Hobby Field leaving some funds still available. The Airport has applied for a five percent grant from CORA (Connect Oregon Rural Airports) and Airport Manager Shelley Humble reported she has been verbally notified the Airport has been approved to receive the grant. The CORA grant will provide the Airport with funding to meet the remaining AIP-007 and AIP-008 grant match requirements. The main priority for the balance of these grants will be to remove hazard obstructions such as trees in the traffic pattern on the approaches. Ms. Humble asked the Council to approve Task Order #6 contingent upon receiving the CORA grant as the time line is very short. The Airport should be notified by the 21st of August if approved and a signed contract to complete the work will need to be in place before September 30, 2010, the fiscal year end for the FAA.

A discussion ensued regarding the completion of the fencing of the Airport and Ms. Humble said there is approximately \$70,000.00 to spend on the fencing but the main focus is on hazard removal.

Jack Gradle moved Jean McKittrick seconded that Task Order No. Six (6) from Precision Approach Engineering for Professional Engineering Services to complete fence and obstruction improvements at the Airport be approved in an amount not to exceed \$59,972.00, contingent on the Cora five (5) percent grant. Voted on and carried unanimously.

C. Courtesy Car Update

Shelley Humble updated the Council on the arrival of the donated 1996 Volvo Courtesy Car for the Airport. Mark Shrives said he has met with City Insurance Services and Attorney Ken Jones to revise a policy for using the car. Ms. Humble is working on magnetic signage for the car for advertising purposes.

9. Public Works

A. Blue Chip Technology Invoice #2870 – LED Lights

Mark Shrives and Roy Sprout have met with the representatives of Blue Chip Technology and are currently testing one LED bulb for a Street Light on Oregon Avenue. During the budget process \$6,000.00 was included for the replacement of twelve city-owned street light bulbs to LED lighting with a lower wattage bulb. A cost breakdown was received today from Blue Chip Technology and Mr. Shrives would like to review the cost savings further before changing out lights.

Bill McCoy moved Jack Gradle seconded to approve Invoice Number 2870 presented by Blue Chip Technology, Inc. in the amount of \$6,000.00 as presented pending final review from City Staff. Voted on and carried unanimously.

10. Administration

A. Not Used

B. Express Bill Pay Update

Mark Shrives reviewed the Utility Billing charts pointing out there have been four hundred eighteen people who have signed up for Express Bill Pay and the costs for envelope stuffing and postage are beginning to reflect savings due to the number of paperless customers.

C. City Council Approval of Potential Abatement Action

Mark Shrives said he and Lissa Davis, Code Enforcement Officer are addressing this issue at the present time, if abatement action is needed he will bring this back to the Council.

11. Clerk's Report – (Preliminary) June 30, 2010

12. Upcoming Meetings

- a. August 13, 2010 – Save the Schoolhouse
- b. August 26, 2010 – Planning Commission Meeting
- c. August 23, 2010 – Joint City Council/Airport Commission Meeting
- d. September 2, 2010 – Airport Commission Meeting

13. Adjournment

There being no further business to come before the council, Mayor Robert Hooker adjourned the meeting at 8:08 PM.

Robert A. Hooker, Mayor

Roberta J Tharp, City Recorder