

City of Creswell  
Council Minutes  
February 13, 2006

The regularly scheduled council meeting was called to order by Mayor Ron Petitti and the pledge of allegiance given.

Council Present:

Ron Petitti	Cathy Morgan
Bob Millam	Nathan Marple
Bill McCoy	Alan Bennett

Council Absent:

Ron Hanson

Staff Present:

Mark Shrives	City Administrator
Layli Nichols	Finance Director
Shelley Humble	Airport Manager
Roy Sprout	Public Works Director
Ken Jones	City Attorney

Press: 2

Audience: 9

1. Special Presentation

a. Introduction of Cliff Harrold, new Creswell Contract Sergeant

Sgt. Byron Trapp advised the Council that he had been promoted to the Marine Board as a full time Sgt. and introduced his replacement, Sgt. Cliff Harrold, explaining that Sgt. Harrold had graduated from the Creswell School District and lives locally. Mayor Petitti thanked Sgt. Trapp for his service with the City of Creswell.

b. Project Playground

Julie McLennan of Project Playground gave the Council an update and stated they were within \$2,500 of their original goal of \$60,000. She advised the Council they were hoping to go out for bids within the next two months and begin construction in July. Mayor Petitti and Councilor Ron Hanson thanked Mrs. McLennan and her committee for all of their hard work.

c. Regional Housing Center Request

Sandy Halonen from NEDCO (Neighborhood Economic Development Corporation) gave the Council an overview of this non-profit program. The focus of the program is on educational classes for 1<sup>st</sup> time homeowners and neighborhood revitalization Mrs. Halonen is asking the City of Creswell to sponsor the program by acting as a pass through for grant administration and funds.

Discussion ensued and Mark Shrives suggested this be brought back to the Council at a later date for discussion.

d. FY2004-2005 City Audit Report

City Auditor, Bruce Montgomery of Johnson, Montgomery and Lavassaur, P.C. reviewed the audit report and explained the required changes to the audit due to GASB34 for FY 2004-05. Mr. Montgomery gave the City a clean audit opinion. He noted the City's cash position is strong but that the Airport is operating at a loss. Mr. Montgomery expressed his frustration at the amount of time it has taken the last couple of years to complete the City's audit. He feels the City Staff is spread too thin and recommends additional staffing and that the duties of the Finance Director and the City Recorders positions be separated. The Council advised City Administrator Mark Shrives to come back to the council with a proposal regarding staffing.

2. Comments from Mayor, Councilors, and City Administrator

Councilor Bill McCoy reminded the Council of the Library Grand Opening, February 25.

Councilor Bob Millam thanked Roy Sprout for his help with the Emergency Hazmat training.

Councilor Ron Hanson thanked the AmeriCorp Kids for all the work they have done for our community and their wonderful attitudes.

Mayor Ron Petitti stated he received a donation for Garden Lake Park and thanked everyone who helped on this project. He said they would be stocking the park for a Youth Fishing Event to be held March 25<sup>th</sup>.

3. Public Forum

No comments were received.

4. Correspondence

a. Letter from Amendeep Virk (Owner of Best Western)

Mark Shrives, City Administrator, stated he has received a letter regarding the refund of Mr. Virk security deposit. Mr. Shrives said deposits are returned after one year of service if the bills are paid in a timely manner and Mr. Virk had been late on a couple of payments. Councilor Ron Hanson stated that if an exception is granted in this case it could set precedence and moved to retaining one months deposit and refund the other two. Councilor Millam seconded the motion. Voted on and unanimously carried.

5. Consent Calendar

Councilor Hanson moved and Councilor Morgan seconded, to approve the consent calendar including the addition of the December 12, 2005 Council Meeting. Voted on and unanimously carried.

6. Old Business

a. Deed Gap Update

City Administrator Mark Shrives stated there was some confusion regarding the right-of-way on Canary Avenue. He said the property owners planned to settle the problem by court action and no Council action was required at this time.

b. Councilor Ron Hanson stated that Community Food for Creswell was requesting an additional \$1000 donation from the City of Creswell for refurbishing the old Neighborhood Watch Building. Following discussion, Councilor Millam moved Councilor McCoy seconded to approve the additional \$1000 donation for the repair to the above stated City building. Voted on and unanimously carried.

7. Airport

a. Update on Connect Oregon Grant Application

City Administrator Mark Shrives updated the Council on the above stated Grant. He explained it would take \$800,000 to provide adequate water suppression at the airport and that \$250,000 of that amount is required just to get the water line to the airport property line. LCOG has been retained by the City to oversee the grant application and Creswell is one of 5 other entities in Lane County competing for the grant. Airport Manager Shelley Humble stated she has received approximately 15 letters in support of the water line project and is expecting more by next Wednesday.

b. Split out of T Hangers T5 and T7

City Administrator Mark Shrives advised the Council that the above stated hangars are owned by Larry Lowenkron who is sub-leasing them. The lessee would like to separate the leases and have the City enter into direct lease agreements with Mr. Lowenkron's sub-lessees. Mr. Shrives feels this would be beneficial for the airport however should be discussed with the City Attorney prior to the change.

8. Public Works

a. Pay Request – Eugene Sand and Gravel for Nieblock Interceptor

City Administrator Mark Shrives advised the Council this project should be substantially completed by next week and down to the punch listed items. When questioned about additional change orders, Mr. Shrives explained the City may request reimbursement from a local developer working in the area for the cost of the change orders, due to questionable work on a 12" water line. Councilor Bob Millam moved, Councilor Hanson seconded, to approve Pay Request #6 to Eugene Sand and Gravel in the amount of \$254,451.94, as reviewed. Voted on and unanimously carried.

b. West Yost Pay Request for Nieblock

Councilor Cathy Morgan moved, Councilor Millam seconded, to approve Pay Request, Invoice #2010004 for \$11,561.50 to West Yost and Associates. Voted on and unanimously carried.

c. Pay Request to West Yost Associates - Slayden Construction Claim

City Administrator Mark Shrives recommended approval for payment of invoice #505059-0106 to West Yost and Associates in the amount of \$12,056.50 for legal work performed with regard to the Slayden Construction Claim. Councilor Cathy Morgan moved, Councilor Bill McCoy seconded, to approve pay Invoice #505059-0106 for \$12,056.50 to West Yost and Associates. Voted on and unanimously carried.

9. City Administration

a. Creswell Economic Preparedness Package

City Administrator Mark Shrives briefly reviewed Creswell's Economic Preparedness Package with the Council. He advised the Council at this time this was informational only. The final presentation of the project will be presented at the March 13<sup>th</sup> Council Meeting.

b. Harvey Road/County CIP Update

Mark Shrives, City Administrator, stated he has been working with the Creswell School District regarding a crosswalk on Harvey Road. He said meetings with Lane County and County Commissioner Faye Stewart resulted in the project's inclusion on the County's Capital Improvement List. Coupled with local developer bond monies, the project should be within two years of funding. The project has been referred to the Roads Advisory Committee, and the next step is to attend public hearings supporting this project to keep it at the top of the priority list.

10. Clerk's Report

Finance Director Layli Nichols reviewed the Clerk's Report with the Council.

The Council Meeting was recessed by Mayor Petitti for an Executive Session. The Executive Session will be closed per ORS Chapter 192.660(2) (h).

Mayor Petitti reconvened the regularly scheduled council meeting. There being no further business to come before the Council, Mayor Petitti adjourned the Council Meeting.

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Ron Petitti, Mayor

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Layli A. Nichols, City Recorder