

City of Creswell
Council Minutes
May 7, 2007

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

Council Present:

Nathan Marple
David Case
Alan Brown
Bob Millam

Bill McCoy
Ron Petitti
Tim Demanett

Staff Present:

Ron Hanson
Shelley Humble
Roberta Tharp
Layli Nichols

City Administrator
Airport Manager
City Recorder
Finance Director

Council Absent: None

Press: 1

Audience: 4

1. Comments from Mayor, Councilors, and City Administrator

Councilor Bob Millam brought to the Council's attention that Interim City Administrator Ron Hanson currently sits on the budget committee therefore the council needs to appoint someone to replace him during this year. Mr. Millam stated Keith Morgan has shown interest and he would like to submit his name for approval. A discussion ensued regarding the length of the appointment would be for the 2007/2008 year only with Mr. Hanson returning in the 2008/2009 & 2009/2010 budget season for completion of his term. Bob Millam moved Bill McCoy seconded to accept Keith Morgan as an interim budget officer on the 2007/2008 budget committee for one year replacing Ron Hanson, Interim City Administrator, voted on and carried unanimously.

Interim City Administrator Ron Hanson thanked the council for their confidence and interest in appointing him to be the Interim City Administrator during the recruitment process to replace previous Administrator Mark Shrives. Mayor Petitti expressed his thankfulness on Mr. Hanson's acceptance of the position.

2. Old Business - None

3. Correspondence – Lane County Sheriff's Office

- A. Creswell City Limits Calls for Service
- B. Creswell Case Reports

4. Public Forum

Kenneth Gates who resides at 390 Melton Road, Creswell addressed the Council requesting an extension of time to move his mobile home placed at Garden Lake Park. Mr. Gates stated he has found property for the placement of the mobile home, but the property needs to be subdivided first and receive approval for other Land Use Permits, i.e. placement and septic tank permits which he has already begun the application process. A short discussion ensued. Bill McCoy moved, Bob Millam seconded, to grant Mr. Gates an additional four month extension to his original sixty days giving him a total of six months to move the manufactured home which is currently placed at Garden Lake Park, with progress updates being sent to the City Administrator at or around ninety days and also one hundred twenty days. Voted on and passed unanimously.

City of Creswell
Council Minutes
May 7, 2007

Urban Moore residing at 25 South 5th Street, Creswell addressed the Council stating he feels the Council is limiting public information discussed during the executive session held April 23, 2007. Mayor Petitti explained to Mr. Moore why executive sessions are held and the Council cannot take legal action during an executive session. Mayor Petitti stated in the future when an executive session is on the agenda, he will announce prior to the session commencement the public meeting will convene following the executive session.

Brian McBeth residing at 33938 Martin Road, Creswell addressed the Council requesting them to initiate growth at the Creswell Airport. Mr. McBeth suggested leasing additional land space to earn more revenues. He also asked since the water line at the Airport is planned and budgeted for installation next year, would it be possible to lift the building moratorium and allow construction at the Airport. Mayor Ron Petitti will pass his request on to the Airport Commission.

5. Consent Calendar

- A. Minutes from April 9, 2007 City Council Meeting
- B. Minutes from April 23, 2007 Special City Council Meeting
- C. Approval of Bills

Bob Milam moved, Tim Demanett seconded to approve the consent calendar. Voted on and carried unanimously.

6. Airport

- A. Resolution No. 2007-06, A Resolution Adjusting the Basic Rental Fees set Forth in Existing Airport Leases Between the City of Creswell and Individual Lessees of Property Located on Hobby Field Airport.

Airport Manager Shelly Humble explained this CPI increase is standard housekeeping. Bill McCoy moved, Alan Brown seconded to adopt Resolution No 2007-06, a resolution adjusting the basic rental fees set forth in existing airport leases between the City of Creswell and individual lessees of property located on Hobby Field. Voted on and passed unanimously.

B. Pay Request for Century West Engineering

Airport Manager Shelley Humble gave an overview stating this is a continuation of the Airport Master Layout Plan. Bill McCoy moved, Tim Demanett seconded to approve Century West Engineering pay request, invoice # 234285 for \$3040.88 and invoice #234289 in the amount of \$5971.63. Voted on and passed unanimously.

C. Approval of 2008 FAM Grant Application

Airport Manager Shelley Humble explained the 2008 FAM Grant application is an annual application which provides financial aid to municipalities. This year the city will be requesting the maximum \$25,000.00 grant. Bob Milam moved, Bill McCoy seconded to approve the 2008 FAM Grant application. Voted on and passed unanimously.

7. Public Works - None

8. City Administration

- A. Request from David Case regarding Creswell EMS Day

Councilor David Case gave an overview of the proposed first annual Creswell EMS (Emergency Medical Services) Day scheduled for May 19, 2007 planned by Creswell Citizens for Public Safety. Mr. Case stated its purpose is to increase awareness of Public Safety. Mr. Case requested permission from the Council to close South 1st Street from 11:00 AM to 1:00 PM on May 19, 2007 as they would like to land a rescue helicopter in the intersection of South 1st Street & "C" Street. A short discussion ensued. David Case moved, Nathan Marple seconded to approve the request for permission to allow the 1st Annual Creswell EMS Day, closing South

City of Creswell
Council Minutes
May 7, 2007

1st Street during the event, and allowing the use of the City's traffic cones and the Community Center. Voted on and carried unanimously.

B. Resolution NO. 2007-07, A Resolution Adopting Pay Scales For the 2007-2008 Fiscal Year for the City of Creswell

Ron Hanson explained in order to finalize the budget for the 2007-2008 Fiscal Year the Council needs to adopt an employee pay scale which incorporates a 2.75 cost of living increase based on the Portland Consumer Price Index for 2006. David Case moved, Tim Demanett seconded to approve resolution 2007-07, a resolution adopting pay scales for the 2007-2008 fiscal year for the City of Creswell. Voted on and carried unanimously.

C. Resolution No. 2007-08, A Resolution to Correct Deficiencies in the 2006-2006 City of Creswell Audit Report

Interim City Administrator Ron Hanson explained the City received a letter from the State of Oregon Audits Division in regards to the review of the July 1, 2005 to June 30, 2006 audit report. It noted two deficiencies, one being a violation of collateral requirements for deposits during May 2006, and the other being the posting of notice requirements for budget committee meetings. Tim Demanett moved, Bob Millam seconded to approve resolution 2007-08, a resolution correcting deficiencies disclosed in the 2005-2006 City of Creswell Audit Report as Presented. Voted on and carried unanimously.

9. Clerk's Report – April 2007 Financial Statement

The council reviewed the combined financial statement for the period ending April 30, 2007.

10. Other Business

A. Upcoming Meetings:

- a. May 23, 2007, Budget Hearing

There being no further business to come before the council, Mayor Petitti adjourned the meeting.

Ron Petitti, Mayor

Roberta J Tharp, City Recorder