

Council Present:

Jacob Daniels
Dave Stram
Jane Vincent

A.J. O'Connell
Nora Reynolds

Staff Present:

Jamon Kent
Roberta Tharp
Cliff Bellew
Shelley Humble
Steve Dobrinich
Jake Smith
Mike Howard

City Administrator
City Recorder
Public Works
Airport Manager
RARE Intern
Public Works
Public Works

Council Absent: 0

Press: 2 -The Chronicle – Lisa Deleon & Scott Olson

Audience: 39

The regularly scheduled City Council meeting was called to order by Mayor Dave Stram at 7:00 PM and the Pledge of Allegiance given. Mayor Stram welcomed everyone to the first meeting held in the new Creswell City Hall Council Chambers.

Public Forum

Jerry Norcia, Airport user addressed the council to speak about Through the Fence Access fees and parity at the Airport.

Kristopher Arens, Creswell resident addressed the Council to thank them for their outreach to his concerns regarding city water rates.

Christopher Douglas addressed the Council asking they take Economic Development into consideration especially in Parks and Recreation when working towards setting their goals.

Mayor's Report

Committee/Commission Reassignments

As a result of the resignation of two council members last month, Mayor Stram reported he has placed a hold on all Council Committees until the May meeting at which time a full Council will be seated and he will make reappointments.

Council Vacancy Appointment Process

The Council will be appointing two new Councilors on April 11th during the Special meeting. Notice has been posted announcing the acceptance of applications to fill the positions. The deadline for applying is Tuesday, April 9th at noon. Thursday evening each candidate will be given three minutes to present why they should be on the City Council following with a short question and answer time. After that each Councilor will be asked to score each candidate based on their application, presentation and questions and answer session. Jamon Kent, Su Liudahl (City Librarian) and Lacey Risdal (School Board Chair) will tally the scores and based upon the scoring as per the City Charter, the Mayor will appoint, with Council consent two new members to the Council. At the Council work session on Saturday, April 13th, Municipal Judge R. Scott Palmer will administer the oath of office to the new members.

Administrator Search Process

Mayor Stram reported Mr. Kent is working on how to proceed with the process and he will be presenting a report to the Council at the April 13th meeting.

Presentations

Recreation Committee Presentation – Cobalt Building Redevelopment Project

Mr. Kent apologized to the committee and asked to have that agenda item pulled. He recommended sending this to the Council goal setting sessions and bringing it back to the May meeting with a recommendation.

Correspondence

Jane Vincent commented she would like to see the City increase their budget line item for the Community Food for Creswell. Mayor Stram thanked Susan Blachnik for her organization of the food pantry.

Consent Calendar

A.J. O'Connell moved Jacob Daniels seconded to approve the Consent Calendar as presented. Voted on and the motion passes unanimously.

Airport

EAA Memorial – Shelley Humble/Jamon Kent

Airport Manager Shelley Humble addressed the Council to introduce Bill Dewey President of the EAA (Experimental Aircraft Association), and Dave Eason. They presented a proposal to install a garden memorial at the Airport. The proposed memorial site is located at the north end of the main hangar and will be completed in phases. The work for phase 1 will be next to the taxiway and will consist of a brick sidewalk and picnic tables. The EAA plans to sell bricks that will be inscribed with a memorial message. At some point the committee would like to create a memorial propeller for that area, similar to one the association has in New Zealand. The EAA members consider this a public service and it is their way to give back to the community.

Jacob Daniels moved Nora Reynolds seconded the Council approve the design and construction of the memorial garden at no cost to the City of Creswell. Further discussion ensued regarding the proposal.

Mr. Eason said the committee has already begun working on erosion control in the area by the ditch. He also stated there are several plans of the memorial garden and asked the Council should they vote to approve the EAA Memorial, be sure to approve the March 7th plan. A discussion ensued that the Council was provided with the February 6th draft and the only difference between the two plans is a gravel area which also serves as the picnic area.

Jacob Daniels amended his original motion and Nora Reynolds seconded the amendment the Council approve the design and construction of the memorial garden as described in the March 7th exhibit at no cost to the City of Creswell. A.J. O'Connell asked for a timeline for this project and Mr. Dewey said the first phase should take about a month and a half but the project should be completed by next year. Voted on and the motion carries unanimously.

Pay Request No. 5 (Inv. No. 2569)- Precision Approach Engineering - Task Order #7 – AWOS – Weather System

A.J. O'Connell moved Jane Vincent seconded the council approve invoice #2569 from Precision Approach Engineering Inc. in the amount of \$2,722.86 for services performed in accordance with task order No. 7 as presented. Voted on and the motion passes unanimously.

AWOS Siting Update – Jamon Kent

Mr. Kent reported there is no new news regarding the AWOS (Automated Weather Operating System). He went on to outline the five sites chosen by the engineers for placement of the AWOS and the issues surrounding each site. The engineer has a recommendation for the placement of the AWOS although height of the system may be an issue. Some of the options to consider are:

- Reducing the size by moving a portion of the AWOS – the wind direction or speed - and placing it on top of the FOB
- Place the AWOS on the property owned by the City and located in the County. The Airport would then have to enter into a lease agreement as the property is owned by the Sewer Fund and pay for County Land Use Permits.

Mr. Kent said he will continue to stay in contact with the Precision Approach Engineering and keep the Council updated.

Mayor Stram allowed Richard Heymann to address the Council to ask which side of the runway is the recommended site and what is the height of the AWOS? Mr. Kent responded the east side of the airport and he has heard the AWOS will stand thirty three to thirty seven feet tall, he doesn't know how high the wind option is.

Public Works

Authorization For Purchase of Public Works Vehicle –Jamon Kent

Mr. Kent reported he is recommending authorization of the purchase of a public works vehicle through the Oregon State Procurement Program. Public Works Lead Cliff Bellew, addressed the Council and reported it has been approximately ten years since the last vehicle was purchased. The state has three types of vehicles they are offering for sale, Chevrolet, Ford and Dodge with a price range of \$22,000 to \$26,000 depending on the options. Mr. Bellew reported they would be looking to purchase a ½ ton service vehicle that would be used in the operations of water, sewer, streets and parks, and everyday use vehicle.

Jacob Daniels moved Nora Reynolds seconded that the City Council authorize the purchase of a vehicle to be used by public works through the state of Oregon's purchasing program in an amount not to exceed \$50,000. Voted on and the motion passes unanimously.

Financial Report

February 2013 Financial Statement included in Council Packet – No Comments were given.

Budget Calendar for the 2013-2014 Fiscal Year

Mr. Kent reported he has been working on scheduling two budget committee meetings this year. The budget committee meetings are scheduled for May 21st and May 23rd with the Budget Hearing scheduled for June 17th. He also reported official notices will be printed in the local paper with the exception of the last notice. Due to noticing requirements, the last official notice will be printed in the Register Guard in order be date compliant, but will also run it in the local paper.

City Administration

City Administrator Report – Jamon Kent

Mr. Kent reported he is enjoying his time working in Creswell.

- City Administrator Recruitment – Mr. Kent has begun working on putting together a process for the recruitment and will provide the Council with a report at the April 13th meeting.
- Accounts Payable/Court Clerk – The City will be looking to fill this position in the near future. For the time being Carolyn Allen will be filling in to process the payables.
- Airport – Mr. Kent said he feels the Airport is a diamond that needs to be polished.
- Audit – The audit is on schedule and staff is committed to having it completed by April 19th.

SEI Reminder – Due April 15 for current and newly appointed council members – A verbal reminder was provided to the Council regarding the filing deadline of April 15th for their Statement of Economic Interest.

Resolution 2013-04 A Resolution Changing Appropriations Within the General Fund

Resolution 2013-04 will appropriate the funds to pay for Mr. Kent's services as City Administrator. A.J. O'Connell moved Nora Reynolds seconded to approve Resolution 2013-04, A Resolution Changing Appropriations Within the General Fund. Voted on and the motion passes unanimously.

Progress on Reclaimed Water Agreement for U of O Athletic Golf Course – Jamon Kent

In September 2011, the Council signed a letter of intent to provide reclaimed water to the University of Oregon's Athletic Golf Course. Mr. Kent reported the developers have completed their work with Lane County's Land Management Division and now have the permits necessary to move the project forward. An agreement for the reclaimed water has been drafted and sent to the City Attorney for review. Once the final agreement is completed, Mr. Kent will bring it to the May Council meeting for Council approval.

A discussion ensued on how the city will take the effluent to the edge of the town and the Golf Course will pipe it from there. This will be done at no cost to the City. DEQ (Department of Environmental Quality) has been out to test the effluent but the City has not received a report back.

Mike Evans, Land Use Consultant addressed the Council to answer questions. As part of the whole operation, it is not only for the use of the University of Oregon, they do plan on having different events for different organizations. He went on to say Professional Golfer and coach of the U of O Golf Team, Casey Martin has been helping with the design using the Stanford University's course. The building will be small and restricted to an approximate 100 person occupancy. The County has issued its decision and there are still about twenty conditions of approval that have to be met. One of the conditions is the agreement with the City of Creswell for use of their reclaimed water to use for irrigation purposes. Another condition being

they are to direct all traffic through the City of Creswell and not allow access to the course from the Fox Hollow Road area.

Resolution 2013-05 – Resolution Appropriating Gray Foundation Grant Funds Within the General Fund – Steve Dobrinich/Jamon Kent

Steve Dobrinich addressed the Council reporting that as an extension to the Earth Day Celebration, the city applied for and received a Gray Family Foundation grant. This grant will be used for an Art and Essay Contest

for students within the Creswell School District. Mr. Dobrinich reported he had applied for \$3,500 and was notified last week of being awarded \$2,500. The Tree Board will be the administrator of the grant and will act as the judge of projects. They will take the top twelve selections, photograph them, and assemble them into a calendar for the students. They are hoping to complete this prior to the end of the school year.

Jacob Daniels moved A.J. O’Connell seconded to accept the Gray Family Foundation Grant in the amount of \$2,500 for the purpose of providing necessary materials to host an art and essay contest for students in the Creswell School District. Voted on and the motion passes unanimously.

A.J. O’Connell moved Nora Reynolds seconded to approve Resolution 2013-05 A Resolution appropriating Gray Family Foundation funds within the general fund for the purpose of providing necessary materials to hold an art and essay contest for students in the Creswell School District. Voted on and the motion passes unanimously.

Reports: Committees, Commissions and Boards

There were no reports given.

City Council Business

Old Business

Garden Lake Park (GLP) Pathway – A.J. O’Connell

Mr. Kent reported he has visited with Public Works, who recommends contacting Delta to see if the materials outlined for the GLP trail in the LILA (Lane Independent Living Alliance) report can be obtained. If so, have Delta mix the materials and in order to cut costs, Public Works could provide the manpower to finish the work on the trail.

Mr. Kent went on to say another option would be to leave the gate open, improve the parking area, and place signage for the disabled access.

A.J. O’Connell recommended postponing the discussion on the GLP pathway until the May meeting, giving staff time to coordinate with Delta. He is not in favor of improving the parking area and leaving the gates open.

New Business

Utility Assistance Program for Low-income Households – A.J. O’Connell

A.J. O’Connell presented his Utility Assistance Program proposal. He would like the city to match all private donations made to the H2O (Help to Others) program by one hundred and ten percent. As part of the upcoming budget discussions, he recommends increasing the budgeted Community Sharing Line item to \$15,000 for the next fiscal year in order to match donations.

A discussion ensued and the Council gave their consensus to place \$15,000 in the next fiscal year’s budget and have a discussion for consideration at the May 21st budget meeting.

Parity - Through the Fence – Jacob Daniels

Jacob Daniels presented his Parity – Through the Fence proposal. The Norcia family currently holds a Through the Fence Access at the Airport. He has been advised that in the FAA 2011 circular the language has been changed from parity to comparable, and feels Norcia’s are dealing with a high rate. Mr. Daniels recommends a written analysis be presented at the May meeting based upon the research what he believes the rate should be for a Through the Fence Access. He would also like to include a presentation from Mr. Norcia at the May meeting pertaining to what he believes the access fees should be and a determination/vote taken at the June meeting based upon the analysis and community input.

Jacob Daniels moved Nora Reynolds seconded the Council direct Jamon Kent to bring a written analysis of comparable/parity of Through the Fence Access at Creswell Airport Hobby Field to the May meeting. Voted on and the motion passes unanimously.

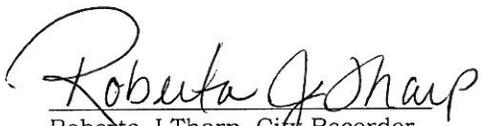
Mayor Stram commented that the City Councils Governing Rules call for thirty minutes of public comment at the beginning of every Council meeting. The rules also allow for the option of Public Comment which can happen at a later time and that is at the Mayor's discretion, which means he will need to make judgment calls. He is not against public comment and welcomes it, and believes it should happen in a respectful and orderly manner. Mayor Stram asked that everyone participate in following those guidelines.

Mayor Stram asked Mr. Moore if he would like to address the Council at this time. Mr. Moore spoke of his concerns regarding the end of the fiscal year fast approaching and past history of the Airport running out of fuel. Mr. Moore went on to say comments made at the Council meetings are the responsibility and ownership of the person making comments.

Airport Manager Shelley Humble addressed the Council giving a brief rundown of the situation and the surrounding circumstances with the fuel situation last year. Mr. Kent reported he is doing some research and looking for another way to make sure we end the fiscal year with fuel in the tanks.

Adjournment

There being no further business to come before the Council, Mayor Dave Stram adjourned the regular meeting at 8:37 PM.


Roberta J Tharp, City Recorder


Dave Stram, Mayor