

Council Present:

Richard Heyman  
Dave Stram  
Richard Zettervall

Gary Mounce  
Jane Vincent

Staff Present:

Michelle Amberg  
Roberta Tharp  
Cliff Bellew

Jim Piper  
Shelley Humble  
Maddie Phillips  
Sgt. Billy Halvorson

City Administrator  
City Recorder  
Public Works  
Director  
Finance Director  
Airport Manager  
Planner  
LCSO

Council Absent: 0

Press: 1 - Creswell Chronicle – Scott Olson

Audience: 14

The regularly scheduled City Council meeting was called to order by Mayor Dave Stram at 7:00 pm and the Pledge of Allegiance was given.

**Public Forum**

No public comments were given.

**Mayor's Report**

- Council Recognition – Mayor Stram presented Omar Bowles an appreciation plaque for his service on the City Council.
- Staff Recognition – Mayor Stram presented City Recorder, Roberta Tharp with a Service Appreciation Award for her 15 years of service to the City of Creswell.
- RARE Participant – Mayor Stram presented Maia Hardy an appreciation plaque for her work as a RARE participant for the City of Creswell in 2014/2015.
- Mayor Stram read a proclamation declaring May as Public Employees Month. Councilor Heyman moved, Councilor Zettervall seconded that Council approved the Proclamation declaring May as Public Employees Month. Voted on and the motion carries unanimously.
- Park and Tree Advisory Committee Appointment – Councilor Zettervall moved Councilor Vincent seconded to appoint Thomas Grace to the Park and Tree Advisory Committee. Voted on and the motion carries unanimously. The term ending date for this appointment is 2016.
- City Council/Lane Electric Voting Representative – Councilor Zettervall nominated Councilor Gary Mounce to serve as the City Council voting representative to Lane Electric Company. Councilor Mounce accepted the nomination. Mayor Stram moved, Councilor Vincent seconded, that Councilor Gary Mounce become the voting representative for Lane Electric from the Creswell City Council. Voted on and the motion carries unanimously.

**Correspondence**

Councilor Vincent asked why a picture of the Bald Knob site is on the Code Enforcement report and Ms. Amberg responded that the City has received a complaint that Bald Knob is operating an illegal wrecking yard.

Mayor Stram asked about the picture of the back of Ray's Food Place. Ms. Amberg responded that this continues to be an area that the City receives complaints about; people are dumping their trash in back of the vacant building.

Councilor Vincent asked Maddie Phillips to clarify Section IV New Business of the March 15<sup>th</sup> Planning Commission minutes. Ms. Vincent requested specifically where the minutes speak of the initial process a lot underwent in the platting of Craig Estates Subdivision and how it met *most* of the Development Code requirements applicable to the application. Ms. Phillips explained that the context of this conversation is important. The conversation centered on the re-platting of a lot that was previously platted as a duplex lot (approximately 11,000 square feet). The request involved building two units on this lot that were not attached instead of a duplex, therefore dividing the lot. During the initial subdivision process the lot had previously met many of the criteria requirements and in the re-platting has undergone another review.

### **Consent Calendar**

A discussion ensued on looking for some technology to help produce minutes.

Councilor Heyman moved Councilor Mounce seconded to approve the consent calendar as presented. Voted on and the motion carries unanimously.

### **Administrative Report**

#### Administration – Ms. Amberg

Ms. Amberg provided a brief update on the DeBerry Landfill project with the DEQ. The initial well borings and water testing have been completed at the landfill and have not found anything of concern. There are some areas where water has collected and they have found some high levels of metals and would like to continue on with the study before they issue a “No Further Action” report. They are concerned with ground water that is over two hundred feet deep. A report should be received sometime in the future at an undetermined time.

### **Council Action Items**

Adoption of Ordinance No. 497, An Ordinance Establishing An Airport Commission which Acts as an Advisory Body to the Creswell City Council and Repealing Ordinance 309, An Ordinance establishing an Airport Commission which oversees the Operation, Maintenance, and Expansion of Creswell Municipal Airport

#### Ordinance No. 497

Councilor Vincent read twice by title and moved, Councilor Zettervall seconded to adopt Ordinance No. 497, An Ordinance Establishing an Airport Commission which Acts as an Advisory Body to the Creswell City Council and Repealing Ordinance 309, An Ordinance establishing an Airport Commission which oversees the Operation, Maintenance, and Expansion of Creswell Municipal Airport. Voted on and the motion carries unanimously.

Authorize the development of a pocket park adjacent to the City Hall Parking lot along South 1<sup>st</sup> Street in an amount not to exceed \$10,000

Ms. Amberg explained that the Parks Advisory Committee addressed the Council at the March 23, 2105 work session to inquire about the possibility of developing a pocket park on the NW corner of the City Hall Parking Lot along South 1<sup>st</sup> Street. She was directed to provide the Parks Advisory Committee with proposals to review for a pocket park. The newly formed Park and Tree Advisory Committee met on March 21, 2016 to review the proposals. At the April 25<sup>th</sup> City Council work session, Chair Mark Murphy presented the Park and Tree Advisory Committee recommendation: A medium cost pole structure with a metal roof and a picnic table. They would also like the structure to have concrete floor and walkway to ADA standards, Cast iron trash receptacle, access to electricity at lamp post, and the existing plantings (Oregon Grape) be relocated. The board recommends constructing the park during the 2016/2017 fiscal year at a cost not to exceed \$10,000.

Councilor Zettervall moved, Councilor Vincent seconded that the City Council authorize the development of a pocket park as recommended by the Park and Tree Advisory Committee adjacent to the City Hall Parking Lot along South 1<sup>st</sup> Street in an amount not to exceed \$10,000. Voted on and the motion carries unanimously.

#### Adopt the City of Creswell Strategic Plan 2016-2021

Councilor Vincent moved, Councilor Heyman seconded that the City Council adopt the City of Creswell Strategic Plan for 2016-2021. Voted on and the motion carries unanimously.

#### FFA AIP Funds Transfer to Oregon Department of Aviation (ODA)

Airport Manager Shelley Humble addressed the Council and noted a scrivener’s error in her Agenda Item Summary. The summary states the transfer is to the City of Ashland, Ashland Municipal-Summer Parker Field when in fact it should read ODA for the State Airports, Lebanon State Airport (S30) and Aurora State Airport (UAO). Ms. Humble explained that each year the City of Creswell is entitled to utilize \$150,000 from the FAA AIP non primary funds. These funds have a ten percent match requirement for projects and expire three years from the date of issuance. The Northwest Region of the FAA has asked us if we would consider transferring the expiring 2013 AIP funds (\$150,000) to the ODA for the State Airports located in Lebanon and Aurora. Ms. Amberg explained what Airports are doing is transferring (or lending) their expiring AIP funds to Airports who have larger projects slated and ready to go; when Creswell Airport gets ready to work on a big project we will look to those Airports we have let use our funds in the past for repayment.

Councilor Heyman asked if there is any aviation projects planned for in the future for the Creswell Airport. Ms. Humble responded that in 2020 we will be resurfacing the runway, and during the 2017/2018 fiscal year we are looking to rehab two taxiways. She continued by saying our biggest obstacle is coming up with the matching

funds for projects. She also noted that when the FAM (Federal Aid to Municipalities) grant is available again, we can use those dollars for our matching fund requirements.

Councilor Vincent asked how often the taxiways need to be repaved. Ms. Humble explained that we participate in the pavement maintenance program but this is the first time she knows of that the taxiways will go through a complete rehabilitation.

Councilor Vincent moved, Councilor Heyman seconded that Council approve the transfer of the FAA 2013 expiring AIP (\$150,000) non primary funds to the Oregon Department of Aviation (ODA) for their FAA approved AIP projects at the Lebanon State Airport (S30) and the Aurora State Airport (UA0). Voted on and the motion carries unanimously.

Consider approval of Hope Restored Request

With the Council's approval, Mayor Stram moved the Hope Restored Request to further in the agenda.

Approve a Grant of \$5,000 from Tourism Funds to allow the Creswell Beautification Project to buy and plant self-watering planters for Oregon Avenue

Sherry Teuscher, Creswell resident and Coordinator of the Creswell Beautification Project addressed the Council to present a \$5,000 grant request from tourism funds in order for their group to purchase twelve self-watering planters for Oregon Avenue.

A discussion was held on the proposed placement of the planters and Ms. Teuscher explained they will be placed west of the railroad tracks between 1<sup>st</sup> and 2<sup>nd</sup> Streets along Oregon Avenue. She also noted that east of the tracks in front of the Knecht's Auto Shop on the south side on Oregon Avenue, the Cuddeback family will be working on improving that strip while on the north side in front of the Laundromat, the Church of the Nazarene will work to improve that area.

Further discussion continued regarding the construction of the pots out of recycled materials and the ten year warranty.

Councilor Heyman asked if this would put additional work on the maintenance crews. Ms. Teuscher noted they will need to be watered once every three weeks; Cliff Bellew noted they can water them when they water the plants in the City Hall Parking Lot. Councilor Zettervall asked about size, capacity and the prevention of theft. Ms. Teuscher explained that once they contain the potting materials and plants they will weigh approximately two hundred and fifty pounds and doubts that anyone will be able to carry them off. She continued by saying once they are installed, the ownership of the planters will be the City's.

Ms. Amberg noted the money is available in the budgeted tourism funds.

Councilor Heyman moved, Councilor Vincent seconded that the City Council approve a grant in the amount of \$5,000 for the Creswell Beautification Project to purchase twelve (12) Thirty-one (31) inch earth planters, soil and plants for placement along Oregon Avenue. Voted on and the motion carries unanimously.

Consider approval of Hope Restored Request

A group of local builders and contractors have come together to focus on rehabilitating two homes in Creswell through the Hope Restored Project.

This program is for families with school age children who live in homes that need some improvements.

Andy Halvorson, local contractor addressed the Council to explain the program and request that the City donate the permit fees, approve the temporary street closure and suspend its noise ordinance for the duration of this project; May 20, 2016 through May 23, 2016. Mr. Halvorson explained that this project is like an extreme makeover. The School District provided the addresses of two homes in Creswell where improvements need to be made and that house school age children. One of the homes is located on Mary Neal and the other is on Killingsworth. Ms. Amberg explained that one of the homes has been a code enforcement issue for quite some time and donating the fees will help solve some of the issues as the city was going to have to abate the property.

Mr. Halvorson explained that he is coordinating the makeover to the Killingsworth home. The improvements planned for this home include: reroofing, new windows and paint, re-landscaping and removing all the metal outside of the home, installing a swing set and sandboxes, building a new wheelchair ramp, new fence, a complete demo of the inside with the exception of the kitchen cabinets, making the bathroom ADA accessible, new appliances, furniture and bedding. Mr. Halvorson noted that this project is one that will take a lot of volunteers; and asked for help getting the word out.

Councilor Vincent moved, Councilor Heyman seconded, that the City Council approve the temporary street closure of Mary Neal and Killingsworth from Friday, May 20, 2016 through Monday, May 23, 2016 as needed for the project; and that the city donate the permit fees; and, that the City suspend its noise ordinance for the project from May 20, 2016 thorough Sunday, May 22, 2016. Voted on and the motion carries unanimously.

Authorization to use Holt Park for Summer Food Program

Michelle Amberg explained that this is an annual program through Food for Lane County; they are asking for authorization to use Harry Holt Park to serve lunch to children over the summer months when they are not in school.

Councilor Vincent moved, Councilor Mounce seconded that the Council authorize the use of Holt Park for the Summer Food Program. Voted on and the motion carries unanimously.

**Adjournment**

There being no further discussion Mayor Stram adjourned the meeting at 8:26 pm.

Signature on File

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Dave Stram, Mayor

Signature on File

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Roberta J Tharp, City Recorder