



CITY COUNCIL JULY 18, 2016 MINUTES
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

Call to Order and Pledge of Allegiance – Mayor Parrow

Mayor Parrow called the meeting to order at 7:02 PM

Additions or Removal of Agenda Items

Councilor Hult made a motion to approve the agenda as written. The motion was seconded by Councilor Tierney, motion passes.

Mayors Report

Oath of Office Eric M. Shafer by Mayor Parrow
Pinning of the Badge by Sierra Vidad

Councilor Committee Meeting Reports

Councilor McNair reported on the Cemetery Committee. The committee approved the purchase of the new bench at the July 14th meeting. The recommendation will be coming to Council. Councilor McNair has been in touch with City Administrator Mitchell about potentially purchasing bollards for the corners. The committee is also ready to move forward with selling the cemetery house.

Councilor Tierney reported that she attended the Senior Center Board meeting on July 15th. The Board members are concerned about the numbers for the meals. They will be reporting to City Council around the 1st of October.

Topics from the Floor/Audience Participation

Larry Collins, B Street, received a \$500 citation for his truck with camper that is parked on the road. He has nowhere to park it so keeps it parked on the street. City Administrator Mitchell explained the ordinance to Mr. Collins and stated that she will ask the City Planner if this ordinance applies to his situation. Once she has heard back from the City Planner she will contact the owner and let him know what the conclusion is. In the meantime, she will have code enforcement put the violation on hold.

Consent Agenda for Approval

A. City Council Meeting Minutes for July 05th, 2016

Councilor Tierney made a motion to approve the City Council meeting minutes from July 5th, 2016. The motion was seconded by Councilor Tierney- Hult, motion carried.

Unfinished Business

A. Nickerson Performance Bond Agreement – Discussion

City Administrator Mitchell presented to Council the DRAFT Agreement RE. Nickerson Ridge Estates. City staff would like direction from Council on how they would like to move forward with the agreement.

Sharon Bernal, Knott Street, brought to Councils attention that the meeting minutes from July 5th state that the road was never dedicated. She believes this is an error and would like staff to look again for any potential dedication documents. She is concerned that property owners are under the impression that they are responsible for the road. Even if the dedication was never completed, she believes that it was clearly intended.

City Administrator Mitchell stated that staff spent extensive time searching for the dedication documents and were never able to locate any. There is a formal process for dedicating a road and the road was never an accepted road by the city. The City of Vernonia will not accept the road until it is brought into compliance with the Public Works Standards. At that time, they can bring it to Council to be approved for dedication. Mayor Parrow requested that this information be conveyed to the Smejkal's so that they are aware of the requirements if they wish to have the street dedicated.

Gretchen Lindaur, Nickerson Avenue, would like to know if the bond has been posted and whether or not homeowners have access to this information. This whole ordeal has been quite devastating to the homeowners and they would like the information in case of a suit. City Administrator Mitchell stated that the bond has not been posted and the information is public record therefore could be requested thru a Public Records Request.

Tony Schrader, Knott Street, asked for clarification on the storm water project and whether or not the engineered plans could be reviewed by homeowners before approval. City Administrator Mitchell explained the project to him and stated that they are welcome to come review them but they will also be reviewed by the City Engineer. When the City Engineer is in town next, City Administrator Mitchell will arrange a meeting with any homeowners in the development that wish to meet.

Consensus of Council is to direct staff to move forward with the agreement.

New Business

A. Letter from Jimi Kolesar Requesting Water Leak Forgiveness

City Administrator Mitchell explained the request from Mrs. Kolesar to Council. Councilor McNair recused himself from the discussion due to a potential conflict of interest. Consensus of Council is to forgive the water charge for the excess water used during the leak. Council directed staff to credit \$220 to the account.

Business from Departments

A. Finance Department – A. Handegard
Year End Finance Report

Finance Director Handegard presented her report to Council. Councilor McNair would like the water fund to be looked at as he believes rates could potentially be lowered. Finance Director Handegard stated that before rates were lowered, they should consider updates that are needed at the water plant.

B. Police Department – Chief Conner

Chief Conner gave a brief update on police department happenings. He explained that they hired Officer Shafer whom has gone thru basic training and is working to complete his field training. His training should be completed in 6 to 8 weeks. Once his training is completed we should be up to 24-hour coverage.

C. City Administrator Report – J. Mitchell

Wastewater Treatment Plant: Tetra Tech submitted at the last construction meeting a design for the monitoring wells to the contractor in order for the contractor to estimate the cost of supplies and installation. The design was not acceptable and will need to be simplified as a drilling rig will not be able to access the proposed location of the wells. We have received no word from DEQ on grants for this projects cost.

Rose Avenue Project: I will be meeting this week with Mary McArthur, from ColPac about the environmental assessment and finalize signing the Grant Admin paperwork and contract.

California Avenue: The clean-up of the private property will be beginning shortly. Once DEQ gives the property owner a NFA (No Further Action) letter, which will allow the City to put out the Notice of Award to DL Design Group to begin the engineering of California Avenue.

FEMA Public Assistance: The City has submitted all necessary paperwork for the Dec. 8th, 2015 Public Assistance projects, they will be submitting them to funding bundling this week.

Nickerson Ridge Estates: Discussed in draft MOU.

Airport Trailer: The purchaser of the Airport Trailer has not removed it from the property. Staff believes he underestimated the towing vehicle it would take to move it.



ORIGINAL

Temporary Seasonal Help: After interviewing 3 applicants for the seasonal temporary help the panel chose Jacob Eyrrick. Jacob will be available to assist the City until he returns to college in Central Oregon in the Fall.

Ordinances/Resolutions
Correspondence

Items from Mayor and Councilors

In light of recent events, Councilor McNair would like to express his support for our Law Enforcement.

Action Items Summary – City Administrator

City Administrator Mitchell will call the City Planner regarding the Topic From The Floor issue. She will then call the owner, Larry Collins, and give him an answer to his request.

City Administrator Mitchell will send an email to the Smejkal's regarding the process for street dedication. City Administrator Mitchell will arrange a meeting with the City Engineer, Jon Forrester, and will notify homeowners.

Staff will adjust the water account for 895 Alabama with a \$200 credit.

Adjournment

Mayor Parrow adjourned the meeting at 8:20 PM.

These minutes were approved at the August 01, 2016 City Council Meeting.

Stephanie Borst, City Recorder

Randall J. Parrow, Mayor