



CITY COUNCIL AUGUST 15, 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 7:03 pm.

In Attendance: Mayor Parrow, Councilor Tierney, Councilor Hult, and Councilor McNair.

Additions or Removal of Agenda Items

Mayor Parrow added to the agenda under New Business E. Letter to Vernonia City Council from CREST and CREST IGA

Councilor Hult made a motion to accept the agenda with this addition. The motion was seconded by Councilor Tierney, motion carried.

Councilor Committee Meeting Reports

Councilor McNair attended the Cemetery Committee Meeting on Thursday, August 11th. There are two recommendations for Council which have been included in the packet.

Councilor Tierney attended the Senior Center Board Meeting on Friday, August 12th. They are better staffed since the last meeting as they have found meal drivers. They are preparing for the Senior Picnic on Friday, August 19th. The Board also chose Jack Harvey and Sally Harrison to be representatives for the Rose Avenue Project.

Topics from the Floor/Audience Participation

Ilene Grady, Nickerson Avenue, would like to request an update on Nickerson Ridge Estates and mitigating the water drainage issue. City Administrator Mitchell explained to Mrs. Grady that the MOU has been sent to the property owners as well as the process for dedicating the street. The City Engineer has surveyed the road and will be sending a letter to the property owners explaining what needs to be done in order for the city to accept the road. The property owners will then decide if they would like to add the street improvements to the project. The bond is expected to be submitted once the scope of work is determined. No building will be permitted in the development until the MOU is signed and the Bond is submitted.

Consent Agenda for Approval

A. Cemetery Committee Meeting Minutes for July 14, 2016

Councilor Tierney made a motion to approve the Cemetery Committee minutes from July 14, 2016. The motion was seconded by Councilor Hult, motion passes.

B. City Council Meeting Minutes for August 01, 2016

Councilor Tierney made a motion to approve the City Council minutes from August 01, 2016. The motion was seconded by Councilor Hult, motion passes.

Unfinished Business



New Business

A. Cemetery Committee Recommendation – Urn Garden

City Administrator Mitchell explained the Cemetery Committee recommendation. Councilor Hult made a motion “to authorize staff to complete and submit a subdivision application for the urn garden using funds from the contingency fund totaling \$3900. The funds will be replaced upon the sale of the house.” The motion was seconded by Councilor Tierney, motion passes.

B. Cemetery Committee Recommendation – Bollard Installation

City Administrator Mitchell explained the Cemetery Committee Recommendation. Council then discussed options for supports inside the bollards. Council consensus is to explore the option of concrete inside the bollards and to approve the purchase if it is comparable to the wood posts pricing. Councilor McNair made a motion to direct staff to move forward with purchasing the bollards and concrete supports with a price limit of \$1000. The motion was seconded by Councilor Hult, motion carried.

C. City Attorney, Alex Sosnkowski, Retirement Card Signing

Council reviewed and signed the retirement card for City Attorney Sosnkowski.

F. Letters addressed to ColCo Sherriff, WaCo Sherriff, and OSP

Council reviewed and approved the letters requesting enhanced traffic enforcement on Hwy 47.

D. Application for Inhabiting a Travel Trailer – Eleanor Thompson

City Administrator Mitchell explained the application for inhabiting a travel trailer. Consensus of Council is to approve the request.

E. Letter to Vernonia City Council from CREST and CREST IGA

City Administrator Mitchell explained the letter and IGA from CREST. She explained that in the new IGA there would be an added clause for renewal. The City Attorney mentioned that if Council and City Staff is interested, they may want to contact the previous City Planner and see if she is interested in coming back.

After some discussion, Council consensus is to have City Administrator Mitchell direct the City Attorney to draft the amendment to the IGA with CREST and to sign the extension. Meanwhile, City Administrator Mitchell will contact the previous City Planner, Carol Connell and discuss with her whether or not she is interested in signing an agreement that is similar to the IGA with CREST. If she is interested, City staff will bring the topic back to Council to discuss the possibility of contracting with Mrs. Connell.

Business from Departments

A. Police Department – Chief Conner

Police Chief Conner reported on Jamboree weekend. The weekend was fairly uneventful with 38 incidents and 2 DUII arrests. He is preparing to start the Reserve Program again. The department participated in the INTEL picnic last weekend.

Councilor Tierney would like to bring to the departments attention that there is unwanted dumping behind the Senior Center.

B. City Administrator Report – J. Mitchell

Wastewater Treatment Plant: At the construction meeting staff proposed several items for the ad alternates: additional paving around the facilities, riprap around the lagoons, facility fencing, monitoring wells, a poo lagoon boat, and a ladder for inside the building. After all of these additions, there is still roughly \$600,000 in the grant. Staff is looking at the option of installing the ammonia treatment media (previously BIO DOME now Blue Frog). Equipment testing has been postponed 2 weeks.

Rose Avenue Project: The City Administrator and Mary McArthur met with representatives from HUD (Housing and Urban Development) and OBDD (Oregon Business Development Department) to review the Rose Avenue project. The visit was mainly to see what works and doesn't work for recipients of CDBG grant funds.

Nickerson Ridge Estates: The remaining vacant property owners sent a letter requesting the acceptance of the streets at Nickerson Ridge Estates. The City Engineer did an inspection of the streets at Nickerson Ridge Estates on Wednesday, August 8th, he will be formulating a letter outlining the issues he sees in the streets for Council and the property owners this week.

Airport Trailer: Is gone!!!!

WOEC: We have not heard anything from the WOEC attorney or Board of Directors at this point. The next meeting of the Board of Directors is Tuesday, August 23rd, at 7pm.

California Avenue: No movement.

Cougar Street Crosswalk: A phone conference will take place between the City Administrator and Jerry Rosenblad from ODOT on August 29th when he returns from vacation.

Water Curtailment: Public Works foreman read the water gauge this morning and it is at 10 cfs, we will have the water master here tomorrow morning to verify the level, and will then issue water curtailment notification via the website, community bulletin boards, and flyers throughout town.

Noakes Road Water Line: The surveying for the Noakes Road water line is complete, the City Engineer is finalizing the specification sheets, once completed the plan needs to go to OHA (Oregon Health Authority) for their approval prior to starting.

CPR Training: Police staff and other interested City Staff will be attending an in house CPR training, Wednesday, August 17th at City Hall.

Mellinger Water Main Easement: A number of years ago the City received an easement to install the water main from the Stoney Point reservoir down to the river to service the tree streets. The easement was a handwritten, not conclusive drawing, the owner of the easement Mr. Rankin, contacted past City staff to have the City obtain an actual survey and proper easement for recording at the County, he feared the City would not have claim as the old easement was so vague in identifying where the main line passed through his property. I have been working with KLS to complete the actual survey, and draw up the exhibits to be recorded at the County. KLS has completed the survey and exhibits. Mr. Rankin will be reviewing it this week when he returns home from vacation. If he approves City Staff will record it at the County.

Ordinances/Resolutions

Correspondence

Items from Mayor and Councilors

Councilor Tierney reported that she is officially retired and will no longer be working before Council meetings.

Action Items Summary – City Administrator

Staff will have City Attorney Cleaveland draft the amended IGA with CREST.

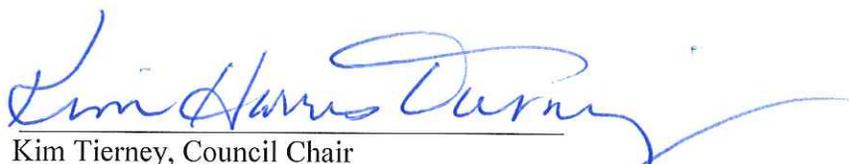
City Administrator Mitchell will have a discussion with Carol Connell about the potential of working with the City.

Adjournment

Mayor Parrow adjourned the meeting at 8:09pm.

These minutes were approved at the September 06th, 2016 City Council Meeting.


Stephanie Borst, City Recorder


Kim Tierney, Council Chair