



CITY COUNCIL NOVEMBER 07, 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.

In Attendance: Mayor Parrow, Councilor Tierney, Councilor Seager, Councilor Hult, and Councilor McNair
Staff in Attendance: City Administrator Mitchell and City Recorder Borst

Call to Order and Pledge of Allegiance – Mayor Parrow
 Mayor Parrow called the meeting to order at 7:01 PM.

Additions or Removal of Agenda Items
 Councilor Tierney made a motion to approve the Agenda as written. The motion was seconded by Councilor Hult, motion passes.

Councilor Committee Meeting Reports
 Councilor McNair attended the Public Works Committee Meeting. At the meeting, they discussed meter replacement and will be bringing a plan for replacement to Council.

Topics from the Floor/Audience Participation

Consent Agenda for Approval

- A. Public Works Committee Meeting Minutes for August 23, 2016
- B. City Council Meeting Minutes for October 10, 2016
- C. City Council Meeting Minutes for October 17, 2016

Councilor Tierney would like noted in the October 17th City Council Meeting Minutes that she had asked Mr. LaChapelle prior to the meeting to bring a timeline, in writing, for his request.

Councilor Tierney made a motion to approve the meeting minutes as listed above, with the correction. The motion was seconded by Councilor Hult, motion passes.

Unfinished Business

New Business

- D. Purchase and Sale Agreement – Photo Solutions

Dan Brown, Community Action Team, presented the purchase and sale agreement.

Councilor Tierney made a motion to accept Resolution 06-16: A resolution regarding USACE & ODOT consultation for HMGP/FMA acquisition project 2007 flood events. The motion was seconded by Councilor Hult, motion carried.

A motion to approve and authorize City Administrator Mitchell to sign the purchase and sale agreement for 603 California Avenue was made by Councilor Tierney. The motion was seconded by Councilor Seager, motion carried.

Councilor Tierney made a motion to recommend the use of HMGP funds for the purchase as summarized below:

Owner (Address)	TOTAL PROJECT	HMGP	OWNER
Photo Solutions 603 California Avenue	\$400,989.00	\$300,741.75	\$100,247.25
Brad Curtis			

The motion was seconded by Councilor Seager, motion carried.

E. Application to Inhabit a Travel Trailer – Terry Miller

City Administrator Mitchell explained to Council that the property owner no longer wishes for the application to be approved by Council. Council consensus is to disregard the application.

F. Library Policy Update

Library Director Romtvedt explained the policy update to Council. Council consensus is to approve the policy update.

G. Library Statistic Report

Councilor McNair is interested in having staff do a maintenance survey of the Library building. Council consensus is to have staff do a survey of the building.

Library Director Romtvedt inquired as to if Council would like to see the comparison report. Council consensus is that they would like to receive the reports as they become available.

H. CREST Staffing Change

City Administrator Mitchell explained the staffing change to Council. She spoke with the previous City Planner, Carole Connell, and while she is busy working for 6 small cities right now, she is working with another planner and is open to the idea of coming to work for Vernonia. The cities IGA with CREST is still in effect with the staffing change. The city would have to put in a 30-day notice with CREST if they chose to go with a different planner. City staff is preparing to work with the City Planner and Planning Commission to update the City Code and they are unsure a new planner would be efficient.

Staff will bring the discussion back to Council at the November 21st City Council meeting once we hear back from Mrs. Connell.

I. Chamber of Commerce - Ugly Sweater Run Road Closure Request

City Administrator Mitchell explained the request to Council. Council consensus is to approve the request.

J. Chamber of Commerce – Letter of Support Request

City Administrator Mitchell explained the request to Council. Council consensus is to have the City Administrator write the letter of support.

Business from Departments

K. Police Department – Chief Conner

Chief Conner was not in attendance.

L. City Administrator Report – J. Mitchell

Wastewater Treatment Plant: The construction meeting was held on Wednesday, November 2nd. The 10 day test of the DAF will start Wednesday, November 9th. During the 10 day test of the DAF, DEQ will allow us to use the hyporeic channel. The contractor is cleaning up the site, removing unnecessary equipment and preparing for a visit from DEQ. Our current permit allows for us to discharge into the river starting November 15th. There are items still needing to be completed; fencing, misc. spots of riprap, electrical, paving. There was a discussion on extending the timeline to allow the contractor to wait for a good window of weather to put down asphalt, at no additional cost. Staff is waiting to hear from USDA on if they will allow the delay. The ammonia treatment evaluation has been completed, we are waiting to receive pricing from Blue Frog and the chemical treatment. Bio Domes and DEQ have been in contact, staff is waiting to hear what level of treatment DEQ will require. Next construction meeting is scheduled for Nov. 16th.

Rose Avenue Project: The RFQ for architecture was published on Nov. 2nd and Nov. 4th in the DJC Daily Journal of Commerce, we have since sent the RFP packet to 10 architecture firms and plan centers. The deadline for submittal of the Proposals is 3:00pm Thursday, Dec. 1st at which time the proposals will be opened and the names read aloud and documented. The review and scoring of proposals will happen the following week with the panel of participants; Senior Center and Food Bank representatives, city staff, city engineer, and Council representative.

Nickerson Ridge Estates: Since the meeting last month we have had a few email exchanges with the owners of Nickerson Ridge Estate vacant lots, otherwise no significant movement. The owners are claiming that the city is requiring them to dedicate the street in order to build. Staff has clarified that the street improvements are not required, only the storm water drainage issues.

WOEC: We have heard nothing since the issuing of the City's letter stating we cannot afford to purchase the property and the maintenance of the property is the responsibility of WOEC.

Photo Solutions: You have before you tonight the Purchase and Sales Agreement for the FEMA buyout of Photo Solutions.

FEMA Reimbursement: The City has received 2 of the 4 payments from FEMA for reimbursement of the December 2015 high water event. We are awaiting the 2 remaining payments to complete the project worksheets we applied for after the event.

Cemetery: The cemetery bollards have been delivered. The replat for the Urn Garden is in process.

Ordinances/Resolutions

M. Ordinance 911 - Amending Ordinance 881 (Second Reading)

City Recorder Borst read the second reading of Ordinance 911 by title only. The ordinance passed unanimously.

Correspondence

Items from Mayor and Councilors

Councilor Tierney would like to reschedule the November 14th Work Session as she has a conflict. Council consensus is to reschedule the Work Session for November 28th at 6:30 PM.

Action Item Summary – City Administrator

Staff will bring a recommendation to the street tree work session on November 28.

Staff will do a maintenance survey at the Library.

City Administrator Mitchell will write a letter of support for Chamber


Staff will look into when to expect the marijuana tax money

Adjournment

Mayor Parrow adjourned the meeting at 8:09 PM

These minutes were approved at the November 21st, 2016 City Council Meeting.


Stephanie Borst, City Recorder


Randall J. Parrow, Mayor