

Council: Mayor Andrea Rogers, Peny Wallace, Steve McKibben, and Hector Kent.
Staff: City Recorder Jean Hadley
Absent: None Excused: Tim Mortenson and Kathy Fitzpatrick

CALL TO ORDER

Meeting was called to order by Mayor Rogers at 7:04 p.m. and roll call was taken.

ADDITIONS OR CORRECTIONS – Hadley asked Council to consider, under consent agenda, the new list of bills presented to them and, under business, add #6 regarding the response to the audit RFP.

BUSINESS FROM THE AUDIENCE – None

CONSENT AGENDA

1. Approval of Minutes May 2, 2012
2. Review/Approve Bills

A motion was made by Councilor Wallace to approve the consent agenda including the new list of bills. Councilor Kent seconded. There was no discussion. Motion passed unanimously.

BUSINESS

1. Waterway jurisdiction discussion

Hadley explained the expectation of the return of the moorage in the river, out from the Rock Creek landing, which has been there in the past. Hadley told Council of a conversation with the City Attorney about how to implement a strict permit process by regulating the waterway within the City limits by creating strict permit criteria, with conditions, and payment for a permit application. Hadley felt the only Exhibit needed was a map with a clear definition of the waterway within the City limits. Hadley asked Council if they saw a need to move forward with this process, and if so, asked them to carefully review the DRAFT before them and present questions to be addressed. Wallace asked if there would be a limit to the number of permits issued. McKibben mentioned a logging/lumber company deciding to put a log holding buoy in this waterway and asked what we could do about that. Rogers felt it was an important step forward. **Unanimous consensus of Council present was to seriously consider an ordinance, such as the DRAFT provided, and to allow the City Attorney to move forward.**

2. Historic Columbia River Hwy. letter of support for Historic Route 30 signage

Marc Berry representing the Historical Columbia River Hwy. committee asked Council if they had any questions related to the information provided to them in the packet. Berry explained the idea of consistency of the signage along the Historic Hwy. and has requested a letter of support for the signage. **Unanimous consensus of Council was to approve the support letter and allow the Mayor to sign it.**

3. Memo: Street maintenance/repair inventory

Hadley reminded Council of the goal setting meeting where it was an item for the City Engineer regarding the streets that need repair. Hadley spoke about a conversation with the City Engineer about taking inventory of the streets and what state of repair they are in. Hadley said that Grim suggested taking this project in phases with the inventory being the first phase with suggestions of repair needs. Wallace suggested an approximate cost of repair submitted would help to make decisions. McKibben spoke about what type of repairs streets might need.

A motion was made by Councilor Wallace to allow the City Engineer to evaluate the streets for maintenance. Councilor Kent seconded. The discussion was with regard to the cost of the City Engineer and whether there should be a cap of \$1500 included in the motion for this work. Rogers suggested that since the City Engineer had put an estimate in the MEMO then he will stay close to that amount. Motion passed unanimously.

Councilor McKibben volunteered to assist the City Engineer in the inventory.

4. Well #4 Pump replacement/installation

City Engineer John Grim provided an email explaining the state of repair for the pump and what occurred when Mather & Sons removed the pump. Hadley asked the Mayor to sign the estimate for repairs in order to have some paperwork for the Finance Director to attach to the bill. Hadley informed The Council that the office had already received the bill; for repairs and a new pump installed, which was included in the list of bills presented that evening.

The Mayor signed the estimate for repairs which was submitted in the packet which did not include the estimate for a new pump.

5. Well #3 Replacement project financing documents for signature

Hadley directed Council to the signed document page from Business Oregon Infrastructure Finance Authority (IFA) listing the documents included in the packet and ready for signature. Hadley mentioned how the City Engineer is ready to go out to bid (RFP) for the project and waiting until these documents are signed by all necessary parties, approved and complete, and is given the go-ahead to proceed. Hadley reported that she had, just that day, received electronic versions of the documents so they could be sent to the City Attorney and the City Engineer for their review and comments. Hadley suggested a motion stating approval of the Mayor's signature on the contract documents after legal approval to do so.

A motion was made by Councilor McKibben to approve and authorize the Mayors signature on IFA loan/grant documents after the City Attorney reviews the documents and approves. Councilor Kent seconded. There was no discussion. Motion passed unanimously.

6. Audit proposal response

Hadley reported of one response to the RFP for an auditor. Hadley told Council of the advertisement in the newspaper and mailings sent to auditors to fulfill the requirements for proposals. Hadley announced that Arens & Associates was the only response and the Budget & Finance Director is familiar with this group and would like to meet with them before drawing up a contract for services. Hadley suggested sending a letter to them requesting a meeting and report back to Council as to whether we feel a need to do another request for proposals or approve of the response and contract with Arens & Associates.

Unanimous consensus of Council was to approve of the procedure outlined by the Recorder.

COMMITTEE REPORTS

1. Cemetery committee – None

2. Park committee – Report given by Rogers for Fitzpatrick stating that the Park Committee will be doing some work authorized and outlined in the seasonal work document. Rock will be moved around and dropped where needed. Hadley reported that Rock Creek Park is open and Mike Igo has been busy at the park. Hadley provided Igo with a complimentary parking pass which was approved by Council last year. Hadley asked Council if they wanted the two businesses; 10-Speed and Route 30, to receive complimentary passes for helping sell season parking passes due to the short hours of City Hall and people purchasing passes on the weekends.

Unanimous consensus of Council was to provide a complimentary parking pass to the two businesses; 10-Speed and Route-30, with a clear statement the pass is not transferrable.

Rogers mentioned comments made about the bark chips pile to be spread at the Totem Pole plaza and the possibility of it being a fire hazard. Council agreed to use the bark chips after discussing the fact that they were free, enhancing the children's art project work, the risk is low since it will not be spread thick, no money to purchase other materials, and there is a fire retardant spray which can be applied if there is big concern. Councilor Wallace volunteered to spread the bark.

Rogers said she will call the Fire Chief to let him know of the response of the Council.

3. Public Art committee – Wallace reported of marking a space for a third bench with the concrete form put in place for when the possibility arises for pouring concrete for a third bench. The Art Mosaic work should be completed by June.

CORRESPONDENCE – Hadley passed around a thank you note from Jeanne Reeves for her gifts from the Council for her 25 years of service to the City. Hadley reported about the maintenance person, Carl Gregory, being more available to the City. Hadley said Gregory has been doing a good job and could be used more due to the increase in the maintenance work.

Meeting adjourned at 8:22 p.m.

Approved this 6th day of June, 2012

Attest:

Andrea Rogers, Mayor

Jean M. Hadley, City Recorder