

**COUNCIL MEETING MINUTES
AUGUST 8, 2011**

0:00 **DATE** COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN,
COUNTY OF MARION, STATE OF OREGON, AUGUST 8, 2011.

CONVENED The meeting convened at 7:05 p.m. with Mayor Figley presiding.

ROLL CALL

Mayor Figley	Present
Councilor Cox	Present
Councilor Lonergan	Present
Councilor McCallum	Present
Councilor Morris	Present
Councilor Pugh	Present
Councilor Schmidt	Present

Staff Present: City Administrator Derickson, City Attorney Shields, Economic & Community Development Director Hendryx, Public Works Director Brown, Police Chief Russell, Finance Director Palacios, Police Captain Garrett, Recorder Shearer.

0:01 **ANNOUNCEMENTS**

- A. Walt's Run 5K
- B. End of Summer Block Party

0:02 **APPOINTMENTS**

- A. Mayor Figley recommended Claudio Lima be appointed to the Planning Commission. **Pugh/Lonergan**...approve the appointments as presented. The motion passed unanimously.

0:02 **COMMUNITY/GOVERNMENT REPORTS**

- A. Woodburn Chamber of Commerce – Don Judson, Executive Director discussed the Fiesta and thanked sponsors, volunteers, and City staff for their efforts and support of the very successful event.
- B. Woodburn School District – David Bautista, Superintendent reported on the upcoming school year schedule.

0:14 **PRESENTATIONS**

- A. Captain Garrett of the Woodburn Police Department gave certificates of appreciation to Stone & Penelope Mitchell for their actions following the discovery of a gun.

0:17 **BUSINESS FROM THE PUBLIC**

- A. Rick Steinle, 2603 Citadel St had concerns regarding street trees in his neighborhood causing damage to streets and sidewalks. City Administrator Derickson responded that he would work with Mr. Steinle and Public Works to address the concern.

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0:32 **CONSENT AGENDA**

A. Approve Woodburn City Council minutes of July 25, 2011,
B. Accept Woodburn Recreation & Park Board minutes of July 12
C. Accept Woodburn Public Library Board minutes of July 13, 2011, and
D. Acknowledge staff's intent to file for the 2011 Byrne JAG Funding Grant.
McCallum/Lonergan... adopt the Consent Agenda. The motion passed unanimously.

0:33 **COUNCIL BILL NO. 2874 – A RESOLUTION AUTHORIZING THE
EXECUTION OF AN AMENDMENT TO THE CABLE MANAGEMENT
ACCESS AGREEMENT AND AUTHORIZING THE CITY ADMINISTRATOR
TO SIGN SAID AGREEMENT**

Recorder Shearer read the bill by title only since there were no objections from the Council. On roll call vote for final passage, the bill passed unanimously. Mayor Figley declared Council Bill No 2874 duly passed.

0:36 **CONSIDERATION OF FY 2011/12 FINANCIAL PLAN**

City Administrator Derickson presented the Financial Plan which has been revised based upon Council's input at the last meeting. **Cox/Pugh...**adopt the FY 2011/12 Financial Plan. Motion passed unanimously.

0:38 **AWARD OF CONSTRUCTION CONTRACT – AQUATIC CENTER
REPLASTERING AND REPAIR**

City Administrator Derickson commented that these repairs are long overdue and necessary in the forward progress of the Aquatic Center marketing plan and will protect the City's long term asset. Public Works Director Brown also answered questions regarding the project scope and cost. **Cox/Pugh...**award the construction contract for Aquatic Center Pool Replastering and Repair in the amount of \$139,512 to Anderson Poolworks. Motion passed unanimously.

0:44 **ACCEPTANCE OF PUBLIC UTILITY EASEMENT – DRIFTWOOD MOBILE
HOME PARK**

Cox/McCallum...accept a Public Utility Easement for City water facilities granted by Western Sage Management Inc., property owners of 612 North Cascade Drive, Woodburn OR 97071, known as Driftwood Mobile Home Park (Tax Lots 052W12DD00200, 052W12DD00400, 052W12DD00500 and 052W12DD00600). Motion passed unanimously.

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0:45

AWARD OF CONTRACT FOR BIOSOLIDS HANDLING SERVICES

City Administrator Derickson reported that this item was placed on the agenda to ensure that the contract award was made in a timely manner given Council's previous decision to cancel the August 22, 2011 meeting. The request for delegated authority was for this purpose only. Should Council prefer to make the award, the meeting can be restored to its scheduled date and awarded at that time.

Councilor Cox expressed concern about delegating to the City Administrator an award of this magnitude and feels the decision is best handled by Council. He has no problem with the RFP method of procurement. Councilor Morris questioned whether selection and award to the low bidder required Council action, necessitating a meeting.

Councilor McCallum doesn't mind meeting again, given the amount of the contract and the significance of the project. Councilor Pugh doesn't believe the authority should be delegated.

Councilor Cox had questions regarding the proposed contract duration of 5 years. Public Works Director Brown answered that it was a function of the application portion of the contract that is controlled seasonally as well as by volume by the Department of Environmental Quality, necessitating the 5 year duration. Difficulty in negotiating with the landowner and DEQ make the timing of this contract & award critical. He also answered questions regarding the timing of the bid & award process.

Lonergan/McCallum... reinstate the August 22, 2011 Council meeting. The motion passed 5-1 with Councilor Morris voting no.

1:01

CITY ADMINISTRATOR'S REPORT

The City Administrator did not have anything to report.

1:02

MAYOR AND COUNCIL REPORTS

- Councilor McCallum is appreciative of all of the positive events in the community. He also wished to remind Council of the Woodburn Proud Community Picnic on the 18th of August. Finally, he congratulated Mayor Figley on receiving one of two "Mayor's Leadership Awards" at the Oregon Mayor's Association summer conference.
- Mayor Figley congratulated Don Judson and the Woodburn Chamber on their efforts for a successful Fiesta, and thanked staff for their efforts as well.
- Councilor Cox clarified actions taken at the earlier Urban Renewal Agency meeting that result in delegated authority to the Community Development Director and the review committee.
- Councilor Morris thanked Councilor McCallum for his donation of Fiesta parade candy and the Fiesta Organizers for adhering to the scheduled quiet times.

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1:07

ADJOURNMENT

McCallum/Pugh... meeting be adjourned. The motion passed unanimously.
The meeting adjourned at 8:10 p.m.

APPROVED _____
KATHRYN FIGLEY, MAYOR

ATTEST _____
Christina M. Shearer, Recorder
City of Woodburn, Oregon