

Minutes
Aurora City Council Meeting
Tuesday, September 13, 2011 at 7:00 P.M.
Aurora Commons Room, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Bob Southard, Public Works Superintendent
Kelly Richardson, City Recorder,
Brent Earhart, Chief of Police
Jan Vlcek, Finance Officer

STAFF ABSENT: Otis Phillips, Waste Water Superintendent , excused

VISITORS PRESENT: Bill Graupp, Aurora
Judy Meirow, Aurora
Debbie Southard, Aurora
Jessica Brotherton, Aurora
Tustin, Aurora
Greg Patzer, Aurora
Jon Montgomery, Aurora
Gary Lovell, Aurora
P. Annie Kirk, Aurora
Rick Vlcek, Aurora
Aaron Reed, Aurora

1. Call to Order of Regular Meeting

The meeting was called to order by Mayor Jim Meirow at 7:00 p.m.

2. City Recorder does Roll Call

Councilor Taylor –Present
Councilor Roberts – Present
Councilor Sahlin – Present
Councilor Brotherton - Present
Mayor Meirow – Present

3. Consent Agenda

- I. City Council Meeting Minutes – August 09, 201 & Special Meeting August 23, 2011
- II. Planning Commission Meeting Minutes – August 02, 2011
- III. Historic Review Minutes – July 28, 2011, Notice of Decisions sent out.

- I. Letter from Historic Review Board
- II. Letter from Infrastructure Finance Authority

A motion to approve the consent agenda and City Council minutes for August 09, 2011 and August 23, 2011 after brief discussion about Planning Commissions comments was made by Councilor Taylor and seconded by Councilor Roberts. Motion Passes Unanimously.

4. Visitor

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

Aaron Reed, Aurora – made a statement/question to Council about volunteers/Council members and bonding and signature requirements. The Mayor and Council members chose to not respond.

5. Discussion with the Parks Committee

o Parks Committee Report (not in packet)

The Parks Committee is working on a tree list and a recycling project.

6. Discussion with Traffic Safety Commission

a. Traffic Safety Report (not Included in your packet)

There was a brief discussion as to whether or not the Council thought there was a crosswalk needed or not and how long it would take.

A motion to approve a crosswalk on Ottaway Street near Hwy 99E was made by Councilor Taylor and seconded by Councilor Roberts. Motion Passes.

7. Reports

A. Police Chief's Report – (included in your packet)

Chief Earhart summarizes his report to the Council.

- Citations were down
- 1 death investigation
- 2 domestic cases
- Speed trailer was hit and run
- Vehicle Maintenance, car 27 had a spark plug go and the accident involving a squad car according to Canby Ford was caused from a shifting mechanism failure, the officers were not even in the car at the time it basically drove off by itself up hill and it is on video and sat for 8 minutes before driving off.
- Chief was asked to give Council a schedule if they help @ North Marion High.
- Discussion during meeting about the growing problem with dog feces 'in the park. Council discussion was more signage and article in the newsletter to start.

No more questions of the Chief.

B. Finance Officer's Report – Financials (included in your packets)

1. Revenue & Expense Report

Vlcek summarizes her report.

Finance Officer Vlcek handed out July treasures report with very few pending adjustments to look at.

Councilor Brotherton asks about the 50,000 on Water Filtration is that under budget, no but because of the distribution of it and time it is showing here and once we get the last reimbursement from the State it will zero out that fund.

No more questions.

C. Public Works Department's Report – (included in your packet)

1. Monthly Status Report (Storm Water) Southard reads his report.

- Ehlen Road and Airport Road water line has been completed.
- Water Hydrant on Filbert is active now.
- Currently working on painting lines in and around town.
- Councilor Sahlin asks
 - about infrequent water interruptions, if we have power surges to the system it can shut off the pumps.
 - It was suggested by Aurora resident and volunteer Fred Netter to advise Chief Yoder any time they work on a fire hydrant.

A. Waste Water Treatment Plant Update (from Otis Phillips) there was no discussion on the report as submitted.

There were no more questions from the Council.

D. City Recorder's Report (included in your packet)

Gives a brief overview of the written report as submitted and in addition a complaint made by Aurora Citizen Aaron Reed on a few alleged business license violations which were investigated and found to be false and all three businesses were found in compliance.

- Tiero Construction was out of business
- Annabecke House
- Simply Sports
- Both were in good standing and have current business license.
- Aaron Reed makes a statement about State license and Mayor Meirow suggests he contact the State.

No questions from the Council.

E. City Attorney's Report – (not Included in your packet)

- Update on code enforcement and letter from the state. State still claims we gave up our program when Marion County failed to file the appropriate paperwork on our behalf by default it then went to the County and that there is a one year process to obtain it back. Council wants to move forward with the process.
- City County Insurance letter states we our fully covered in employment matters except wage claims or breach of contract claims.
- Brief discussion on a possible appeal of an HRB decision for 21852 Airport Rd.

- Working on Netter easement, City Attorney Koho states that this is more of an agreement with the Netter's than an easement and does not at this time recommend it. Once Mr. Netter explains why he asking for this agreement to protect not only himself but city employees, Koho is directed by Council to move forward with a document to cover these areas and present it to Netters for their review.

There were no more questions of Koho.

8. Ordinances and Resolutions

9. Old Business

A. Discussion and or Action on Aurora Airport Master Plan, Fred Netter gave an update which included the two options,

- **Extended threshold 800 feet to the North**
- **Or 1,000 feet to the South.**

If FFA won't fund or approve option 1 then they will go ahead with 1,000 feet to the South.

- Noise issues with either option
- Annexation of the airport is what we would really like to see however more property owners in that area would first need to be annexed.
- Brief discussion on whether or not it would affect Urban Growth boundary.
- Twice now the Airport unsuccessfully has attempted to form their own Urban Renewal District.
- Urban Renewal District was also discussed however it was suggested the Fire District doesn't work in conjunction with a Renewal District.

B. Discussion and or Action on Drywell situation on Ottaway Street.

a. Letter from Joe and Gayle Fidanzo 15233 Ottaway St.

- Submitted an application to annex their property, discussion was not complete.
- It is suggested more conversation with the other two property owners is needed.
- The drywell situation cannot be solved unless we have all three property owners on board.
- Councilor Taylor suggests a face to face meeting.

A motion was made by Councilor Taylor and seconded by Councilor Brotherton to obtain additional professional services to help in the drywell situation up to the amount of 500.00. Motion Passes Unanimously.

C. Discussion and or action on Historic Review Guidelines, Upon Council request Councilor Sahlin contacted the City Planner to get a cost estimate to help facilitate the updates on the Historic Review Guidelines as follows:

Goals:

- Procedural aspects of Chapter 17 of the Municipal Code: Specifically, AMC 17.04 through 17.16 to ensure that procedural aspects such as notification and hearing procedures are current and being followed and ensuring the standards meet current land use law for land use determinations (not including 17.20- Signs, 17.24- Accessory Dwelling Units, or 17.28- Temporary Uses and Structures).
- Determining applicability of the standards and guidelines in an Inventory vs. District format. Type I & II break out of which properties would be subject to administrative review vs. requiring Historic Review

Board review. This discussion and potential procedural change is based upon the recent survey completed by the State Historic Preservation Office (SHPO).

- Review of the Design Review Guidelines for Historic District Properties, in partnership with the Historic Review Board, to focus the guidelines and provide more clarity (permitted vs. prohibited). Review of a potential revision to the procedures to provide Type I (administrative) and Type II (Historic Review Board) review processes.
- Enforcement and follow up on violations. Assignment of responsibility in assuring conditions are met and adoption of policies for implementation for enforcement.

Planning Services (40 hours)

- Two work sessions with Planning Commission to develop draft code revisions based upon feedback from council (3 hours each plus 5 hours research/follow up/revisions to code language= 16 hours)
- One work session with Planning Commission and HRB based upon draft code revisions from HRB and revisions based upon feedback (4 hours)
- One work session with PC and CC in preparation for adoption and follow up revisions (4 hour)
- Creation and processing of Legislative Amendment code update application on behalf of city (applicant), including completion of application, notices, mailings and staff report (10 hours)
- Legislative amendment public hearing before the Planning Commission with recommendation to City Council (3 hours)
- Legislative amendment public hearing before the City Council for adoption of code revisions and any revisions, if applicable (3 hours)

Services/Costs to be provided by Council/city staff:

- Outline of the changes they are looking for from HRB and what issues/concerns need to be addressed
- Mailing and publication costs related to the legislative amendment
- Staff support (attendance at work sessions and public hearings, planning staff support).
- Printing of code revisions

Planning services (COG)	\$3,500
Personnel costs (CITY)	\$2,500
Mailing notices, newspaper advertisements, and printing cost	\$700
TOTAL	\$6,700

- Council discussion started by Councilor Roberts asking how does the Planning Commission have the authority to update the Historic Guidelines, it is explained that we are simply trying to help improve this document for clarity. There is a fairly passionate discussion between Council members regarding whose authority it is to make these updates, between Mayor Meior and City Attorney Koho they explain that council can direct who they want however this document is a portion of the Aurora Municipal Code and an appendix to title 17 which Planning Commission is in charge of however the council desire is to have both boards working in conjunction to create a better and clearer document presented for council approval. Mayor Meior states again that HRB has been doing an excellent job they are working from the document before them. Now I and the council think some improvements to the document are in order: in conclusion of the discussion,

- The conversation turns to Finance Officer Vlcek to see if there is money in the budget for this cost estimate Vlcek states not much however I think that it could be stretched over two fiscal years and split the cost.

A motion is made by Councilor Sahlin and seconded by Councilor Brotherton to approve splitting the cost over two fiscal years. Motion Passes was opposed by Councilor Roberts.

- D. **Discussion and or action on the TGM Final Report from workshop in June,** A very brief discussion about the findings in the report as presented, a memo from the City Planner outlining the Planning Commission comments was left out of the packets by mistake and City Recorder Richardson apologizes to Council and states that basically the Planning Commission suggest acknowledgement of the report which the Council does do and thanks the hard work of the consultants.

10. New Business

A. Election of New Mayor.

- Letter of interest from Gary Lovell, Aurora states to the council he is removing his name and lets the council know they are all doing a great job.
- Letter of interest from Jon Montgomery, Aurora
 1. What is your experience on various boards, *I have been on a few fund raiser committees.*
 2. How would you handle be constantly harassed, *I am a volunteer fire fighter and I think I get some of that now and could handle it fine.*
 3. How long have you lived in Aurora, *I have been here for a year and a half, born and raised in Canby Oregon.*
 4. What are your specific goals, *I would like to make the position of Mayor a job that no one would want to quit.*
 5. Do you think you can devote enough time (30hrs a week) to this position, *I feel that I can yes.*
- Letter of interest from Curtis Gatlin, Aurora was not present at the meeting.
- Letter of interest Council President, Greg Taylor, Aurora
 1. What is your experience on other boards; *I have been a part of Aurora since the 70's first as a Planning Commission Member and then moved up as a City Councilor.*
 2. How will you deal with other boards and entities, *I think I can do that I feel I have a good understanding that we are all volunteers and can listen and communicate with the citizens.*
 3. Are you available to have contact with staff on any given moment, *I work full time but have a very easy going boss and can receive cell phone calls.*
 4. Were you appointed and elected, *yes on both*
 5. What are your specific goals and where do you see the city, *I feel that we need to continue in our investment in our infrastructure and need to plan now for that, I have been a proponent for industrial growth towards the Airport and we need the additional growth and the dollars it will produce.*
 6. This position is a lot like being the City Manager do you have the time, *yes I do and at times I have had to cover for the previous Mayor.*
- Letter of intent from Whitney Tustin, Aurora
 1. Why do you want to be Mayor, *I would like to listen and do what the citizens want.*
 2. What is your experience on other boards, *I have not been part of city government as of yet.*

3. How do you deal with harassment, *I grew up with four brothers and I think I have a thick skin and the majority rules.*
4. How long have you been in Aurora, *I have lived here over 10 years I had considered running for a board and my wife talked me out of it.*
5. What do you do for a living; *I work at Columbia Helicopter about 60 hrs a week.*
6. How do you feel about the comments from the Mayor in regards to the Airport it could be a conflict, *I would do whatever Aurora citizens want.*
7. What do you think about the police situation and going out of city limits, *I believe in IGA's and I think if they are asked to help they should.*
8. How many times have you attended meetings, *I work a lot and in past years the council did not always get along and so I stopped coming.*

These questions and answers are a brief overview they are not verbatim you can obtain a copy of the recording at City Hall.

- **Does anyone in the audience want to be added as a candidate? No one came forward. Does anyone want to ad to their questions or something they want to say. No one came forward.**
- **Election was held and Councilors voted as follows;**
 - **Councilor Brotherton voted for Greg Taylor**
 - **Councilor Sahlin voted for Greg Taylor**
 - **Councilor Roberts wrote in and voted for Charles Donald**
 - **By a two to one vote Greg Taylor was appointed Mayor for a term ending at the first meeting in January of 2013**
 - **Oath of office was administered to Greg Taylor.**

Presented to Jim Meirow a plaque of appreciation.

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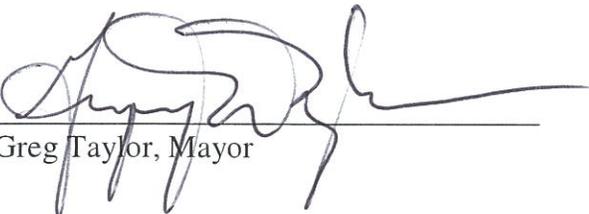
A motion to declare the Council position vacant and be voted on at the October 11, 2011 meeting was made by Councilor Roberts and seconded by Councilor Sahlin. Motion Passes.

A motion to nominate Terri Roberts as Council President is made by Councilor Sahlin and seconded by Councilor Brotherton. Motion Passes.

Before leaving the meeting a citizen Jim Fisher asked both Montgomery and Tustin how they could apply for the Mayor position when this is the first time he has ever seen them at a meeting. Montgomery replied I was still trying to get the lay of the land so to speak. Tustin said well I was busier and now I have more time also a lot of finger pointing was happening and I just stopped coming. Also both Montgomery and Tustin stated they would be interested in the open Council position created. City Recorder, Richardson stated please put something in writing.

11. Adjourn

A motion to adjourn the September 13, 2011 meeting at 9:12 pm was made by Councilor Roberts and seconded by Councilor Sahlin. Motion Passes Unanimously.



Greg Taylor, Mayor

ATTEST:



Kelly Richardson, City Recorder