

## **Minutes**

Aurora City Council Meeting  
Tuesday, May 08, 2012 at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

### **STAFF PRESENT:**

Kelly Richardson, City Recorder,  
Jan Vlcek, Finance Officer  
Lyle McCuiston, Chief of Police  
Bob Southard, Water Superintendent  
Otis Phillips, Waste Water Superintendent

### **STAFF ABSENT:**

**VISITORS PRESENT:** Jim Fisher, Aurora

### **1. Call to Order of Regular Meeting**

The meeting was called to order by Mayor Greg Taylor at 7:02 p.m.

### **2. City Recorder does Roll Call**

Councilor Graupp - Present  
Councilor Roberts – Absent  
Councilor Sahlin – Present  
Councilor Vlcek – Absent for training excused, came late  
Mayor Taylor – Present

### **3. Consent Agenda**

- I. City Council Meeting Minutes – April 10 , 2012
- II. Planning Commission Meeting Minutes – April 03, 2012
- III. Historic Review Minutes March 22, 2012.

A motion to approve the consent agenda as stated is made by Councilor Graupp and seconded by Councilor Sahlin motion passes.

### **Correspondence**

- I. Meeting Notice for Citizen Involvement Advisory Committee**
- II. League of Oregon Cities Bulletin.**
- III. CIS Real-Time Risk Newsletter**
- IV. Update on title 17 presented by Historic Review Board**
- V. Email from City Planner Wakeley**

#### 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.

Jim Fisher, Aurora was present but had no concerns. No one else spoke.

#### 5. **Discussion with the Parks Committee**

- **Parks Committee Report (not in packet)** no one in attendance from the Parks Committee Council asked staff if they had heard back from parks in regards to the concerns of Public Works Director Southard. Southard had marked the trees for their professional to look at. Councilor Sahlin stated he would follow up with parks committee and contact City Recorder, Richardson.
- Tuesday morning Southard will attend a meeting with parks members to look at trees

#### 6. **Discussion with Traffic Safety Commission**

- a. **Traffic Safety Report (not Included in your packet) Council** No one from Traffic Safety was in attendance. Chief McCuiston will follow up and report back to council as to whether or not there are any members on this board or not.

#### 7. **Reports**

**A. Police Chief's Report – (included in your packet)** Chief McCuiston is reads his report as submitted.

- One topic of discussion is the Roger Eddy property located next to the American Legion Hall; it is of great concern as to the safety of children and others in the area.
- McCuiston reports that he has done a walk through and finds the property in areas to be unsafe.
- There is a brief discussion on the Lexi Pole Manuel its pros and cons for the city and whether or not the maintenance is too much for the city to pay.
- Chief McCuiston is requested to start making appropriate changes to the manual so that it is better suited for our small police force and community. Once these are complete it will need to come before Council for review and adoption. This was discussed briefly in 2010 however records indicate it was signed and not approved by Council.
- Councilor Sahlin asks if we have any leads yet on who is responsible for the tagging of city property. Chief McCuiston had asked Canby PD gang force if they recognize the tagging and they stated that they did not recognize it.

No more questions from the Council.

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

##### 1. Revenue & Expense Report

- Kelly and I attended the Open Enrollment discussion with CIS and we really learned a lot.
- The 5/12 plan that they are offering should be a better scenario for the City.
- Council discussed the current Resolution 626 and more discussion will take place under new business
- I would like to remind Council of the budget meeting tomorrow night at 6:30.

No more questions from the Council.

**C. Public Works Department's Report** – (included in your packet) Southard reads his report as attached.

1. Monthly Status Report (Storm Water) .
  - Well house has been cleaned up and the park is already for the rental season.
  - Triple T our park maintenance company will need to address the poison oak found in the park.
  - The question is raised if Public Works will take down the trees in question at the park and both Mayor Taylor and Bob Southard state not until the Parks Committee has their professional look at them first.
  - Is the work moving forward on Ehlen Rd, yes we plan too we are waiting for the Storm Water Master Plan completion which should be very soon.
  - Public Works, presents the SCA Grant application and the first option is to widen Liberty Street.

A Motion is made to approve the resolution for the SCA application by Councilor Graupp and is seconded by Councilor Sahlin. Motion Passes.

No more questions for Bob from the Council.

- A. Waste Water Treatment Plant Update (from Otis Phillips) was not included in packet.
  - We finished the river season with no problems and shut down two day early.
  - During a freak wind storm over half of our orchard blew down so we are going to finish logging it.
  - We hope to finished by June

There were no more questions from the Council.

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

- Confirmed that the open enrollment training was very good.

Gives a brief overview of the written report as submitted, and there were no questions from council.

**E. City Attorney's Report** – (not included in your packet) City Attorney Koho was not present at the Council meeting and was excused by the Mayor.

- Final Agency Order for Building Code Division.
- Letter to former IT Aurora Tech.
- Mayor Taylor state at the June meeting I would like to discuss the Contract with the Building Shop.

## 8. Ordinances and Resolutions

- A. **Resolution Number 650 A Resolution Adopting The Amended Operations Plan For Implementation Of The Building Permits Program.** The Council would like to see the City Planner and Planning Commission work side by side with the new code inspections department so everything will transition smoothly.

A motion to approve Resolution Number 650 was made by Councilor Graupp and seconded by Councilor Sahlin. Motion Passes.

## 9. Old Business

- A. **Discussion on Planning Commission and Historic Review Board Proposal.** Mayor Taylor would like to have a full Council for this discussion. Councilor Graupp states it was discussed at the HRB and (Mayor Taylor) I would like to keep it out there and look at it in June. Councilor Graupp, possibly they could look at easier applications and maybe have half of the group at 630 for plan review, and then the full group meets at 7.

Planning Commission Chair Joseph Schaefer discussed the issue of the sign code and how presently outside the HRB District the sign code applications are reviewed by City Planner Wakeley and maybe the sign applications in the HRB district could go to the planner as well. Another suggestion is I feel a 9 person board is very large and hard to handle. My suggestion is to be a 7 member combination board not 9 if Council decides to go that route.

## 10. New Business

- A. **Discussion and or Action on State Revenue Sharing Distribution.,** A letter from the Colony Days Committee, it is suggested by Finance Officer, Vlcek to table for now this is our only request. Mayor Taylor agrees let's wait until we get some more requests so let's table this until June.
- B. **Discussion and or Action on Liquor License for Pacific Hazelnut Farm at 14673 Ottaway Rd Aurora.**

A motion is made to approve the liquor license by Councilor Graupp and seconded by Councilor Vlcek. Motion passes.

- C. **Discussion and or Action on Resolution Number 626 A Resolution on Establishing Policy on Employee Health Benefits.,** At the time when this was presented there was a line that stated employees would pay all increase from this day forward. Since then we went to the employees and since the increase is so high I (Mayor Taylor) suggested a possible percentage of the increases since this would be so substantial on the employee. Councilor Graupp suggests a new policy with a larger deductible, Mayor Taylor suggest that we give them some input on which option we go with.

Councilor Graupp is looking at dumping the City Hall building fund, Mayor Taylor says until the discussion at Budget Committee level, Taylor suggest a 5% increase. Taylor would like to see employee input.

Mayor Taylor suggests the date for a special council meeting, on May 17<sup>th</sup> at 6:00pm to discuss insurance benefits along with the combined HRB and Planning Commission Board proposal.

- D. **Discussion and or Action on Bids for Cleaning City Hall and Restrooms at City Park and 2<sup>nd</sup> Street.** Mayor Taylor explains the two bids.

A motion to approve the clean net contract subject to review of the City Attorney is made by Councilor Sahlin and Councilor Graupp seconds the motion. Motion Passes Unanimously.

## E. Discussion and or Action on the Park Ave Sidewalk

Mayor Taylor brings to discussion a situation with a sidewalk on Park Ave this is a serious problem of topography and there is simply a cliff and I asked Bob to look into a railing. Councilor Graupp asks can it be filled in. Yes however because it is over 30" we would need a railing, I think it would be a liability issue.

### Additional Discussion itmes:

Myself (Mayor Taylor) and Public Works had an Informational meeting with the Fire Dept earlier this week, basically they feel that they do a lot for the City and we shouldn't charge them for their usage or other services . Councilor Vlcek made a proposal that we charge them strictly for the fire hall, , the house fluctuates.

I (Vlcek) have history with fire dept back when everything was volunteer. I would like to see the house be charged for all services like any other house and then charge the Fire Hall for consumption only if we need to do something.

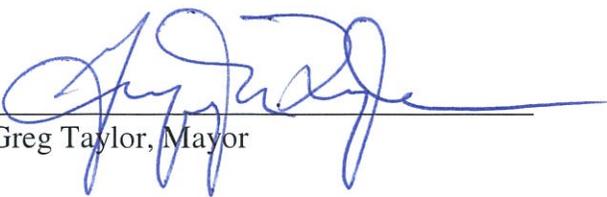
Mayor Taylor asked them to crunch numbers on what they felt there donations to the city were and then we could look at them. We have a second meeting with them on the 11<sup>th</sup> and Council will decide on the 12<sup>th</sup> at the June meeting.

Fidanzo property discussion on adjusting the comp plan an application has been made; we are looking at fees and how to help this citizen in his endeavor. Are we setting precedence for other applicants to be paid off over time as well. I sympathize but the precedence is key for other applicants. Council is not comfortable at this point with options because it does set precedence.

In conclusion of the discussion it is the consensus of Council to allow the application to go forward until the \$1500.00 dollars is gone and then application process stops until the applicant pays additional money to keep the process going.

## 11. Adjourn

A motion to adjourn the May 08, 2012 meeting at 9:10 pm was made by Councilor Vlcek and seconded by Councilor Sahlin. Motion Passes Unanimously.



Greg Taylor, Mayor

ATTEST:



Kelly Richardson, City Recorder