

Minutes
Aurora City Council Meeting
Tuesday, February 12, 2013, 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
Pete Marcellais, Marion County Deputy
Otis Phillips, Waste Water Superintendent

STAFF ABSENT: Bob Southard, Water Superintendent

VISITORS PRESENT: Kris Sallee, Aurora
Phil Hankins, Aurora
Charles Donald, Aurora
Steve Lewis, Aurora
Rodger Eddy, Portland
Lori Sahlin, Aurora

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Greg Taylor at 7:00 p.m.

2. Administrative assistant does Roll Call

Mayor Taylor – present
Councilor Graupp - present
Councilor Brotherton -absent
Councilor Sahlin – present, came in after roll call
Councilor Vlcek - present

3. Consent Agenda

- I. City Council Meeting Minutes – January 08, 2013
- II. Planning Commission Meeting Minutes – January 03, 2013
- III. Historic Review Board Minutes –December 13, 2012

No comments on minutes

Correspondence

I. Pudding River Watershed Council Report

- II. LCDC Meeting Notice
- III. League of Oregon Cities Overview of Services Provided.
- IV. STIP information sheet
- V. Urban Project List Aurora Informational

Motion to approve consent agenda was made by Councilor Vlcek and seconded by Councilor Graupp. Motion passes.

4. Visitors

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.

Guy Sperb, Aurora, addresses Mayor and Council for discussion about the planting strips along 99E, virtually nothing has been done with them. I don't know the maintenance plan for the city but it's not working, we sponsored one of the benches after my father died and I have tried to keep it up. There should be some type of routine maintenance happening to keep these up.

I don't have an answer but we should talk about it. Mayor addresses this he agrees that it's out of control, from my own personal opinion it was a mistake to plant the strips in the first place, I will talk to triple T they currently maintain the City Park. Karen Townsend chimes in and informs everyone that the individual property owners are responsible for maintenance of the planter strips, this was a requirement when the work along 99E was done by ODOT. It is very clear who keeps up the strips and who does not. **Councilor Vlcek** is this something that can go under the parks committee and Mayor Taylor states that it should be contracted out and you're not going to get owners to help maintain these strips as history shows.

Finance Officer Vlcek points out that the city doesn't have the funds to contract this out.. Karen Townsend asks, is there some reason they can't keep it up. They just need to be reminded that it's their responsibility. City Recorder Richardson speaks up and states that the city has informed the property owners many times with no avail.

We can notify everyone on the strip, but I still think that asking Triple T is our first step. Councilor Sahlin will talk to parks committee.

Karen Townsend, informs the council about the recent contact with the producer for community of distinction from fox news it's very much an economic development segment I have talked to them and provided many links it does cost 20,000 for this it is a bit premature on this since you don't have a set agenda yet for this. I just wanted to provide you with the information.

Charles Donald, 14736 Albers Way, moving the light on Albers Way, I did have a short chat about this situation With Bob Southard and he informed me there will be a cost of 2,000 dollars to move the light. Councilor Sahlin asks them to check in next month please we

have been very busy with the water line project up on Airport Rd. It will need to be hand dug because of where it is located. I indicated that where he is digging that it would be right on the sewer line. Mayor Taylor it is still on track. We are a few years into this however and we do apologize for that.

Councilor Sahlin I would add that it would be 3 to 4 weeks out and I think we need to stop giving deadlines and not make them.

5. Discussion with Parks Committee

6. Discussion with Traffic Safety Commission

7. Reports

A. Police Chief's Report – (not included in your packet) as you saw last month here is some of our pie charts to generate these statistics. Our IT dept is working on the logistics for this so we can report the information requested.

- 17 calls most of which were on Monday and Tuesday and 7 of them were not taken by me so other deputies are coming out to respond.
- I have made contact with Traffic Safety Committee former members we have a meeting scheduled, I have invited Marion County Traffic team along with ODOT.
- The first discussion will be about the 99E crosswalk by the post office I hope to get lights at that crosswalk.
- We brought out the speed trailer and placed it on Ottaway and 1600 vehicles drove down Ottaway the average speed was 23 miles per hour and 33 was the highest so the speed problem is just not there. We are getting speed signs put up again.
- Now that we have a Traffic Safety Committee we will address other areas around town to see what other needs are. First on the list will be Main Street it's like a drag strip.
- Working with Marion County school on safety and lock down drills
- We will start a national night out it's a community event Marion County does we answer questions for the community and just have a good time.
- There were no submissions for the Aurora patch and so I have a the County is working on a design I have about three to look at.

Councilor Graupp informed Councilors that at the school board meeting we were recognized for having our officer attend to the school safety needs.

Councilor Vlcek explains with court last week I spoke to Sergeant Cornforth about the fact that Pete has a history with court for Marion County and we will not be charged for the time away from Aurora and we will only be charged for the time he is here.

No more questions.

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

1. **Revenue & Expense Report**, The report looks good and very straight forward.
 - I have a proposed budget calendar the nights I am proposing are on Wednesday evenings except the public hearing. I have a list of our members and I have not contacted Byron yet I think we should declare these positions open and then contact him to see if he wants to attend or not.
 - I want to point out all of the hard work that has been done at City Hall moving offices.
 - Kelly and I will be attending the CIS conference this month to get Insurance rate information.

There were no more questions from the council.

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

1. Monthly Status Report (Storm Water)
 2. Monthly Status Report (Water)
- . The park situation is in progress and in the meantime we have fenced it off.
 - The water line is hooked up from bridge to the road it's all ran except the 2 inch line up to the houses. This should fix the dirty water problem, 50% of our town is still on old pipes and so the filter cannot get all of it.
 - Councilor Vlcek, why when you're putting the time to put in 2 inch and the whole ground is up why not put in a 4 inch line because the property owners and contractors would have to bring it up to code and bring in fire hydrants. Southard this is flex hose and we don't have to dig a ditch for this we are just stringing it through the existing line.
- No more questions.

No more questions at this time.

- A. Waste Water Treatment Plant Update (from Otis Phillips), he is sick and has been excused.

- Report is attached
- Everything is looking good
- Currently the plant is shut down, if we don't need to run I try to save on electricity.
- I would like to declare the surface aerators as surplus, with Council permission, Council states we already approved that it is a policy item under your preview to do so.
- Last thing I caught wind that City Salem is taking other cities sludge and we talked about it. They are offering to take our sludge at 5 cents a gallon and trucking costs at 7 cents a gallon so 12 cents a gallon and we get rid of sludge when you did this last time you paid over 2 dollars a gallon. . You will never see this again and you cannot beat this price and

I can't even do this as cheap with the bags and this would be a quick fix and it would get us up to date. Just a redistribution of money, and I think we need to jump on this now.

Councilor Graupp, can this truck make it down your road, Otis yes, can we get the numbers by next meeting and get a commitment written up and so we can review it so City Attorney Koho can look at it.

- It is the consensus of the Council to get a contract from Salem and the Trucking Company over to Koho for approval and move forward on this.

- This is a brief discussion about the grease interceptors and the issues resulting from grease being dumped down the drain and the issues that it can cause. Discussion about inserting something in the city newsletter to ask citizens to avoid dumping grease down their drains.

No questions from Council

C. **City Recorder's Report** (not included in your packet) Richardson I did not prepare a report at this time; I had ran out of time while gathering all of the Council items. Everything has been going fine and we are just continuing with routine items. Thank you to Councilor Vlcek, for the new City Hall Entrance sign and all of your hard work.

No Questions from Council.

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

- **Rodger Eddy update**, we sent the notice to him, I have not heard from him as of yet. City Recorder, Richardson states he has put in a records request on 2006 minutes and council packets. Councilor Sahlin asks if we are keeping a file on all of this Richardson says yes.

- We have made some collection efforts on the water filtration situation however we have not seen payment or a response as of yet.
- Ordinance dealing with animals has not been completed as of yet, Mayor Taylor states I am not sure that is really what we want to do at this point we may just see how it goes.
- **Ordinance discussion on Neon Signs and the process to follow.** This is not just an ordinance reading and simple passage. This would be an actual code change and require a public hearing and notice, City Recorder, Richardson states that it may not be an issue and may be addressed in the upcoming proposed code changes currently happening with Title 17

10. Ordinances and Resolutions

A. Discussion and or Action on Ordinance 469 AN ORDINANCE PROVIDING FOR AN AMENDMENT TO THE CITY OF AURORA COMPREHENSIVE PLAN OF THAT CERTAIN PROPERTY OWNED BY ANTHONY AND GAYLE FIDANZO, WHICH IS WITHIN THE CITY'S URBAN GROWTH BOUNDARY AND ABUTS THE CORPORATE CITY LIMITS .

- First Reading. Is read by Title only. No questions.

11. Old Business

A.

12. New Business

A. Discussion and or Action on Proposal/Agreement for Consulting Arborist Services for the Health and Hazard Assessment/Arborist Report for the Aurora City Park. About a year ago we had a meeting with the Parks Committee and Public Works at which time Bob Southard had pointed out certain trees that need to come down and one of the trees that Bob said would come down did on the play structure. If we can't use SDC money we can move forward however if we can't then The City is not sure where to find the funding for this project. .

- The City Attorney states if it is an increase in use then you could. Councilor Graupp why are we going through this process and Councilor Sahlin states that Bob is not qualified and the parks committee is not happy about his performance. I would like to be the go between for the Committee and Public Works.
 - Councilor Sahlin we will put together the RFP and put it out for proposal. We will get it prepared Mayor Taylor would like permission from Council go ahead to go out for a qualified arborist Mayor Taylor doesn't want to wait on this so can I get Council approval to move forward on this when we complete the RFP

Councilor Vlcek makes a motion to put out and prepare a RFP by the parks committee for a qualified professional to determine the fate of the tree stand in the park and is seconded by Councilor Graupp motion passes.

Councilor Graupp proposes to bring core samples to the extension office to see if this is something they can do as well it may save us a few dollars and time.

Councilor Sahlin I want to take all of this information to the park committee first.

B. Discussion and or Action on Different or Clarifying Code Enforcement in and around the City. Code Enforcement will be turned over to Officer Marcellais. City Recorder, Richardson clarifies that the Council wants Deputy Marcellais to handle all code enforcement actions again the answer is yes.

Discussion then turns to more about the Economic Development Committee that has been talked about in previous meetings, which was not on this agenda.

We have 4 people on the committee and we are working towards who the players are and what they bring to the table. We need to get another meeting together and see how we are going to move forward. We do not need any more than 7 people. Would a chamber of commerce be beneficial in Aurora? We heard that the chamber got sued and they couldn't get insurance. Karen Townsend addresses this statement because she is the past president I don't know how it would have missed your notice in 2003 a women tripped over a hose or electrical cord we were sued and then the insurance went up and we couldn't afford it anymore so we reformed in the form of a visitors association so far the members have been working well. We do best on tourism and we put our focus on visitor association, most everyone in the downtown area businesses are members.

- o ACVA is really more of a marketing group 85 dollars a year we approach all members when they come to town we do not have a staff and we do have a website and we do not have overhead. We have a marketing director and we do the pamphlet and paper and contact cards at the beach these items have helped because we are able to keep our doors open and we are noted for tourism. Once this committee gets going we should contact the ACVA that has quite a name in and around the STATE.

- C. Discussion and or Action on City Email and City Web-Site.** Councilor Graupp, sent an email to Woodburn City Administrator and they have a 3 person staff in there IT Dept and they are starting to contract out there services to other cities it's a win for them and also for other smaller entities. I am speaking with them about the web-site Councilor Graupp states that our volunteer Johnathan Gibson can't keep up, Richardson states that it not a matter of keeping up it's more that I can't get people to give her the information. Let's look at getting a quote.

Chairman Schaefer being in attendance summarizes the discussion at the Planning Commission meeting, first 15 minutes free but at the same time her expertise is worth something we pay for any initial information as long as its quick and at no cost but there are times that it goes further and then it starts to cost us her time and our money. The Planning Commission had decided that this would be a good way to handle these situations.

- D. Discussion and or Action on Updated Fee Schedule for Planning Commission Fees.** Mayor Taylor, states he gave her clear direction about 6 months ago and if someone contacts her out of the blue she is to then tell them it has to come from staff or council or there is an additional charge.

My discussion with staff was who is going to make the determination, Renata and she will then tell the client that they must fill out an application to go further.

Write a resolution and get it in place so we have a clear history of the form and fee.

E. Discussion and or Action on presentation of title 17 by Chairman of Planning Commission and or next steps. Chairman Schaefer of The Aurora Planning Commission addresses the Council, this will be a brief presentation since last September we have been looking at the HRB guidelines and determined that these are very complex and found in 3 places in the code

- Title 16
- Title 17
- Design Guidelines 103 numbered sections in guidelines themselves and then you will likely find other information in the Aurora Municipal code that applies as well. Applicants that come in are confused and frustrated and they are unclear of what to do and or to fill out the correct paperwork needed. My proposal was to simplify this and my first effort to simplify is here before you tonight in the form of a revised Title 17 as a regulatory document and then the HRB guidelines are only an advisory document.
- Now the 134 pg document is now 34 pages. The goal here was to make it a yes or no answer. So it would be easier to read. Currently the Guidelines apply to all of the properties with no variation at all.
- My proposal has variations to pre 1920 and post colony and the dividing line is Dec 31, 1920 there are rules for the contributing structures which are tougher however 1921 Non Contributing or later the rules are much simpler and are more relaxed.

Mayor Taylor, Once you have an almost final copy then I think that we could look at either a workshop or a town hall meeting.

Councilor Vlcek asks about alterations being done on a structure on a contributing property and the front of the structure is in historic district and then the back of the structure is out of the historic district. (This question is geared towards a sky light situation).

Chairman of the HRB Karen Townsend states if you're standing on Main Street you may not be in the historic district however you are still viewing the district.

Townsend also states that sky lights are currently not allowed on either a primary or secondary structure.

Mayor Taylor states I think we are ready for a workshop; let's go before March 12, let's go for the HRB meeting on the 28th

During a brief discussion on availability it is decided to have the workshop at the regularly scheduled Planning Commission meeting March 5th at 7 pm.

Karen would like to speak to it and I have been on this board and I see this code written and rewritten and I see this as a skeleton. It is important to understand what a contributing primary

and secondary structure colony structure is. These are not to be touch and then secondary such as the Miller House, this is a structure that shouldn't be touch as well or heavily regulated. On the Historic register where it is named at the state level and these are recognized for it. I encourage you to go through the museum and see why City Councils before you thought that this was so very important to preserve.

When we get this done we are going to ask SHPPO to come and make our district a certified historic government. When this is completed we will be able to receive funding for all sorts of types of projects and updates.

Councilor Sahlin states most of us have lived here a long time and so I think we know how this works.

Townsend let's not look at this as a problem or a negative let's look at it as a positive. Because of our nationally recognized Historic District it has put us on the map, we are known for our historic district take that away and we will not be unique.

Councilor Graupp presents some of the original documents that were filed with the state for your reading pleasure and study I will send out some links that I have come across that could be quite helpful.

Councilor Vlcek asks does history show that all barns or accessory structures as being shorter than the house (primary structure) because currently secondary structures can't be taller than the primary structure and that is true of all the entire town not just the HRB district.

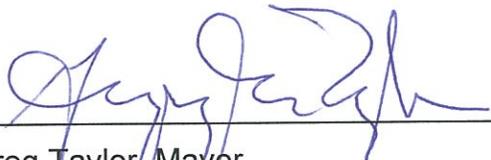
- F. Discussion and or Action on ODOT Speed Study and Recommendation letter from Planning Commission. Chairman Schaefer, states** Although we didn't get all of what we wanted at least they did recommend a reduction in the speed coming down the north end of town. The Planning Commission recommendation would be to accept the study as is. They start with various classifications of the speed and the property area surrounding it and this is a state highway and I just can't see our other wish list happening at this time. Maybe as more growth happens at the south end of town they will see it our way.

Councilor Graupp I say let Marion County help fight that battle at this point and if we fight this study we could lose.

A motion to accept the ODOT speed study and the Planning Commission recommendation is made by Councilor Graupp and seconded by Councilor Sahlin, Motion passes Councilor Vlcek opposed. Motion passed.

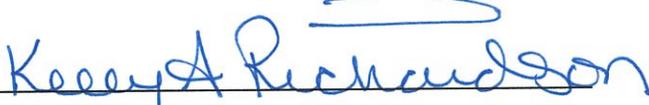
13. Adjourn

A motion to adjourn the February 12, 2013, meeting at 9:39 p.m. was made by Councilor Sahlin and seconded by Councilor Vlcek. Motion Passed Unanimously.

A handwritten signature in blue ink, appearing to read "Greg Taylor", written over a horizontal line.

Greg Taylor, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Kelly Richardson", written over a horizontal line.

Kelly Richardson, City Recorder