

**Minutes**  
**Aurora City Council Meeting**  
Tuesday, October 14, 2014, at 7:00 P.M.  
City Council Chambers, Aurora City Hall  
21420 Main St. NE, Aurora, OR 97002

STAFF PRESENT: Mary Lambert, Finance  
Darrel Lockard, Public Works Superintendent  
Kelly Richardson, City Recorder

STAFF ABSENT: Dennis Koho, City Attorney  
Pete Marcellais, Marion County Deputy

VISITORS PRESENT:

1. Call to Order of the City Council Meeting

The meeting was called to order by Mayor Bill Graupp at 7:00 p.m.

2. City Recorder does roll call

Mayor Graupp – present  
Councilor Sallee- present  
Councilor Brotherton -present  
Councilor Sahlin – present  
Councilor Vlcek – present arrived late at 7:05 after roll call

3. Consent Agenda

- I. City Council Meeting Minutes – September 09, 2014
- II. Planning Commission Meeting Minutes –September 2014
- III. Historic Review Board Minutes –August 2014

**Correspondence**

**I.**

Motion to approve the consent agenda as presented was made by Councilor Sallee and is seconded by Councilor Brotherton. Motion Approved by all.

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.**

Byron Schriever, 14980 Seal Rock, presents his water filter of 4 months it is in fairly good condition. I would give it a C+.

Mayor Graupp thanks him for the update and informs him that the copper and lead test came back good.

**5. Mayor's Report, Mayor Graupp**

- Various Discussion Points/Topics
- Councilor Sallee and I attended the Main Street Conference it was very beneficial for me and I noticed that two members from the Historic Review Board Karen Townsend and Gayle Abernathy attended as well. The displays were well done.
- Councilor Sallee states that the presenters were phenomenal on marketing and display aspects that help individual businesses and people shopping locally.
- Mayor Graupp, one thing I notice coming back from the conference our own downtown area more and there first Friday event the thing I noticed most was that everything was dark the streets and the stores were dark it was hard to tell they were even open.
- Councilor Sallee marketing the businesses so that everyone knows there open in the evenings is key. The outside display is delicate although window display can be a good tool too much can hinder people from seeing what is happening inside. The same is true of outside display too much is a bad thing because it then looks like junk and people don't want to walk through it to get to the store front.
- The conference was well done and I think we took away many things that could be helpful in our community.

I stopped by Wilsonville City Hall; I noticed they were handing out these scrapers and lids to make people more aware of their grease disposal and to help remind people to not put grease down their drains. I think we should think about whether or not to hand out items such as these.

I will be gone until November 3<sup>rd</sup> for business and family funeral.

Councilor Sahlin, as Council President will be signing checks. Councilor Sahlin asks for a list of regular checks so I know which ones are normal expenditures or not.

Councilor Sahlin informs the group that ODOT will be doing some paving in the near future on 99E from the light to Barlow Rd.

- 6. Discussion with Parks Committee,** Last month there was discussion regarding the trees in the park that were discussed so far we have no report. Roof life did provide an estimate for the restrooms and will begin clean up soon. Councilor Vlcek asks about the estimate for the tree trimming he feels as though some of the work can be done in house to save

some money. Councilor Sahlin I am all for saving money however we need to make sure this gets done. Councilor Sahlin requests that where the park is concerned when people are discussing it especially by email that he be cc'd on all correspondence so he is up to speed as well.

Mayor Graupp asks if we are going to consider striping out a soccer field. Councilor Vlcek will head up the project since he has a contact that is willing to make the soccer goals. Once we receive a quote we can decide from there.

7. **Discussion with Traffic Safety Commission**, No one is present.

8. **Reports**

**A. Marion County Deputy Report – (not included in your packet)**

- Councilor Vlcek asks if the Mayor and Councilors were aware that there is a new deputy coming to Aurora. In January Deputy Marcellais contract is up. It is my understanding that Deputy Marcellais has picked his replacement and feels as though he is the right person for Aurora he begins in January at which time Council can speak with him.

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

1. Revenue & Expense Report

- I have included a new report I believe it gives a better picture of percentages spent. They all agree that they like this report and would like to see it each month.
- The Auditors were here for 2 days rather than 3 days so far so good.
- Mayor Graupp informs the group regarding our discussion to change auditing firms that would not be necessary however it is recommended to change staff within the firm every so often.

No more questions from Council.

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

1. Monthly Status Report (Storm Water)

2. Monthly Status Report (Water)

3. Parks Report, OSU Tree Report

4. Sewer Dept Report

- The routine water meter installation is going well. Councilor Sallee how many meters are budgeted for replacement this year? 50
- Mayor Graupp had received an email from the residents on Albers Way regarding the light pole that has not been taken care of.
- Councilor Sallee asks Public Works Superintendent again about a punch list of the top 5 items that need done and where we're at on these items. Honestly I do not see a lot of progress happening from previous discussions. Superintendent Lockard informs Councilor Sallee that we have a lot of comp time on the books right now so it may have to wait. Councilor Sallee you need to prioritize and get this list done.

- Councilor Sallee also asks for a master list of mandatory tests and reports along with their due dates. Just to make sure that we are in compliance at all times.
- Lockard also informs Council that he has someone coming in to possibly clear more land for additional irrigation. I suspect it to run around 9 to 10 thousand dollars.

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

- Finished LEDS training
- Working still with HD supply regarding software integration.

**E. City Attorney's Report – (not included in your packet) Mayor Graupp updates the council as Attorney Koho is out sick.**

- Apparently all of the paperwork was successfully filed and a judge reviewed it and rather than ruling in 365 days it was shortened to 180 days. So by early spring we could have this finished potentially either cleaned up or foreclosed.
- Councilor Vlcek asks if were to foreclose would it be possible to place a trailer on it for temporary offices for city hall. Mayor no it is zoned Historic District and they are not allowed in the district. Between Councilors they discuss the possibility of this site as a future city hall site and Councilor Sahlin states let's wait to see what happens first.

There is no more discussion.

**9. Ordinances and Resolutions & Proclamations**

**A. Discussion and or Action on First Reading of Ordinance Number 477 An Ordinance Providing for a Cross Connection Program and repealing Ordinance Number 387.**

Councilor Sallee, ask for clarification regarding number 7 if everyone uses chemicals then wouldn't they be required to have a backflow device? Mayor Graupp no because it's not required and on the end of the hose it would be hard for a back up and if they do then we cannot police everyone so we will do the best we can. Councilor Sallee also asks if it is required for everyone with sprinkler system's to have a device? Yes they are. Also who is the specialist? And why is it not identified. Mayor Graupp, It would be the person performing the tests.

Councilor Sahlin asks who is going to police this situation.

Councilor Vlcek, are we going to send letters?

It is briefly discussed how all of this will work and is decided that staff can put together a process of implementation and bring it back to council to review.

Motion to approve the first reading of Ordinance Number 477 is made by Councilor Vlcek and seconded by Councilor Sallee. Passed by all.

**10. New Business**

- A. Discussion and or Action on Ordinance Number 477 An Ordinance to Change the Current Cross Connection Program.

**11. Old Business**

A. Discussion and or Action on Proposal from Verizon Wireless

- Councilor Sallee asks if the current amount proposed seems appropriate, Finance Officer Lambert states yes it does.
- Councilor Vlcek' concern is about safety and health risks involved, Mayor Graupp states this is an ongoing issue which there is no resolve. Councilor Sahlin I think the jury is still out on that one.
- It is the consensus of the Council to have Mayor Graupp sign the lease with Verizon and move forward.

Councilor Brotherton brings up a point regarding the city hall building fund and if it would be a good idea to look into putting up a temporary trailer across the street and demo this building. Mayor Graupp states if the council feels it's time to start the analysis process to see what our needs are for a new city hall he thinks that would run around 10,000 to begin that phase of the process.

I think the better place to start would be to find new ways to generate new funds for the city hall building fund. No consensus is arrived at.

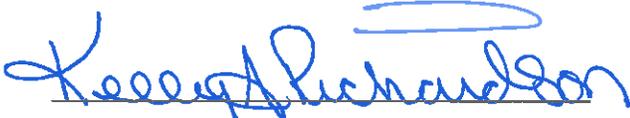
**12. Adjourn**

Mayor Graupp adjourns the October 14, 2014 Council meeting at 8:35 pm.



Bill Graupp, Mayor

ATTEST:



Kelly Richardson, CMC  
City Recorder