

BROWNSVILLE CITY COUNCIL
MEETING MINUTES

July 27th, 2010

ROLL CALL: Mayor Ware called the meeting to order at 7:00 p.m. with Councilors Chambers, Gerber, Boyanovsky, Van Sandt and Shepherd present. Councilor Cole was excused. Also present were City Administrator Scott McDowell, City Planner Bill Sattler and Public Works Director Karl Frink.

ADDITIONS AND DELETIONS: Mr. McDowell added a presentation from Mr. Huff Myer regarding a 5K run to be held in town.

MINUTES: The Council reviewed the minutes of the June 22nd, 2010, meeting. Councilor Gerber moved that the minutes be approved. The motion was seconded by Councilor Van Sandt and was approved unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. Randy Ginn – Country Music Festival Pre-Party. Mr. Ginn was present to discuss plans for his pre-festival event to be held at Main Street Coffee. Mr. Ginn said that due to the large crowd expected he planned to close Main Street between Kirk and Park, detouring traffic around on Averill. Mr. Ginn said that he had made his presentation to the County Commissioners and they had approved the proposal subject to several conditions, one of which was approval by the City Council. The event will be held on August 19th from 5 p.m. to 10 p.m. Councilor Shepherd moved to approve the proposal. The motion was seconded by Councilor Chambers and was approved unanimously.
2. Linn County Museum – Park Avenue Closure. Mr. McDowell told Council that the Linn County Museum had requested the closure of Park Avenue between Main and Averill on August 6th. They are expecting a group of about 40 old cars to visit and would like to have them park all together in front of the museum. Councilor Shepherd moved to approve the closure. The motion was seconded by Councilor Van Sandt and was approved unanimously.
3. Huff Myer – 5K Run. Mr. Huff Myer said that he is organizing a 5K run on Labor Day to benefit the Central Linn cross-country team. He described a planned route from Pioneer Park to Main, south to Hwy. 228, east to the welcome sign and then back to downtown and into the park from Fisher Street. He told the Council that he may need to block off half of Park Avenue between the Park and Main Street to accommodate the runners. Councilor Van Sandt made a motion to support the run and allow the partial closure if needed. The motion was seconded by Councilor Shepherd and was approved unanimously.

DEPARTMENT REPORTS:

1. Sheriff's Report. Sgt. Brad Kelly was present. He told the Council that there had been some car break-ins on July 4th and that an arrest had been made in the case. Councilor Van Sandt said that a downtown business owner's purse had been stolen from their business. Sgt. Kelly said that Harrisburg and Halsey had also had problems with their downtown bathrooms.
2. Planning. Mr. Sattler updated the Council, saying that he had been busy with abatements in the last month. He said that he had sent 48 letters to property owners and all but 16 had responded by taking care of their problem. The 16 remaining properties were posted and about half of those responded, the remainder were abated by the same group that was used last year. Mr. Sattler said that considering the very high number of foreclosed homes in town that there were very few problems this year.

3. Public Works. Mr. Frink said that the street light next to City Hall had been struck by a vehicle and will need to be replaced. The owner of the vehicle is unknown as they did not report the accident and were not seen. Mr. Frink said his crew had completed some storm drain repair work on Sage Street where a culvert had been crushed. Mr. Frink said that there hadn't been any problems with the downtown bathrooms since limiting their use to weekends of special events. He said he planned to reopen them as normal once school starts.
4. City Administrator. Mr. McDowell said a few of the downtown business owners were concerned about the bathrooms being closed but noted that there are several public restrooms within a block or so of them and directions to the other bathrooms are posted. Mr. McDowell said that he is continuing to work on trying to select some replacement accounting and utility software and that Harris, who is the parent company of the current software package, had made a presentation of their system. He said that he will get quotes from Caselle and Springbrook. Mr. McDowell said that the annual support and maintenance fees vary considerably between companies and that Harris had the lowest ongoing cost, which will certainly be a consideration. Mr. McDowell reported that the quotes on the water plant telemetry project had come in quite a bit higher than anticipated and he will have to consider if it can be phased in or if the project will need to be considered next year. He said that he did have some good news as the quotes for getting heat to the fire bays was quite a bit lower than expected. Mr. McDowell said that the current heating unit upstairs is capable of also handling the fire bays so only ducting and controls will need to be added. Mr. Wenger has ordered the doors and expects to start on the project in about six weeks and have it completed by the end of September.
5. Library Report. Ms. Lemhouse provided a written report. Mayor Ware said that the bicycle roundup had been successful.
6. Court Report. Ms. Nida provided a written report.
7. Council Comments. Councilor Boyanovsky said that the Rec Board had not met in June.
8. Citizen Comment. None.

LEGISLATIVE:

1. Resolution 651 – Public Records Request Policy. Mr. McDowell said that the League of Cities has recommended that cities adopt a policy regarding public records requests, setting out procedures and fees. He said that the fees had to be reasonable but should be enough to recoup the City's cost for research and photocopying. Mr. McDowell said that some cities had received onerous requests for records. Mr. McDowell said that the Resolution provides for setting the rates administratively so he doesn't have to come back to Council to set or change rates. Councilor Gerber moved to adopt Resolution 651. The motion was seconded by Councilor Boyanovsky and was approved unanimously.
2. Resolution 652 – Sponsorship with Brownsville Chamber of Commerce. Mr. McDowell said that this resolution authorizes disbursement of \$250 in transient room tax funds to match the Chamber's \$250 for sponsorship of the motorcycle ride to benefit families of soldiers who had been killed. Councilor Boyanovsky moved to approve Resolution 652. The motion was seconded by Councilor Shepherd and was approved unanimously.
3. Resolution 653 – Spay, Inc. Councilor Boyanovsky moved to approve Resolution 653. The motion was seconded by Councilor Shepherd and was approved unanimously.
4. Ordinance 728 – City Records (First Reading). Councilor Gerber moved to read by title only. The motion was seconded by Councilor Boyanovsky and was approved unanimously. Mayor

ware read the title of Ordinance 728. The second reading of Ordinance 728 will be at the August Council meeting.

ACTION ITEMS:

1. Main Street Closure Request. Already dealt with under Public Presentations.
2. Authorize Elections Advertisement. Mr. McDowell said the City needs to run ads giving notice of the November election sign-up period. Councilor Gerber moved to approve placing the ads. The motion was seconded by Councilor Chambers and was approved unanimously with Mayor Ware abstaining due to a conflict of interest.

DISCUSSION ITEMS:

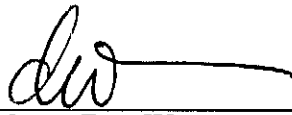
1. Gateway Signage and Trees. Mr. McDowell showed renderings of signage for City Hall including a "plank" style identification sign Council previously approved, the sign above the main entrance and the Senior Citizen Center & American Legion Post sign that will hang next to the front door per the Agreement with the Seniors. McDowell shared a rendering done by Mr. John Mulder as an alternative to the "picket fence" concept Council had chosen several months ago. McDowell explained that the Parks & Open Space Advisory Board and the Library Advisory Board had asked him to present Council with another alternative. The brick design presented does echo the architectural elements of downtown and, as Councilor Shepherd pointed is much easier to maintain. He also said the City worked with Native Grounds Nursery to pick the appropriate street trees. The County is planning between thirty and forty trees. The City will be responsible for obtaining quotes and installing the signage and the trees. The County will reimburse the City for these items. McDowell wanted to make sure that Council approved the signage plan for the Gateway so that steps could be taken to obtain quotes and begin the necessary processes. The consensus of Council was to authorize him to move forward.
2. June Financials. Mayor Ware asked if August was when the Water and Wastewater bond payments would be made. Mr. McDowell said that it had been in the past but that it had just been changed to September 9th.

CITIZEN COMMENT: None.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The motion was seconded by Councilor Van Sandt and was approved unanimously. The meeting was adjourned at 7:59 p.m.



City Administrator S. Scott McDowell



Mayor Don Ware