

## GLADSTONE CITY COUNCIL MEETING MINUTES – August 13, 2013

### ROLL CALL

The following city officials answered the roll call: Mayor Wade Byers and Councilors Hal Busch, Ray Jaren, Kari Martinez, Thomas Mersereau, Lendon Nelson, and Neal Reisner.

**ABSENT:** None

### STAFF

Irene Green, Library Director; Heather Martin, City Attorney; Stan Monte, Fire Chief; Jolene Morishita, Assistant City Administrator; Jim Pryde, Police Chief; and Scott Tabor, Public Works Director.

Mayor Byers led the flag salute.

### BUSINESS FROM THE AUDIENCE

Kim Sieckmann, 145 W. Dartmouth thanked the City for working with the Cultural Festival. It was a wonderful event. The Gladstone/Oak Grove Rotary and everyone involved did a great job. It was very successful.

Natalie Osborn, 602 NE Laurelhurst Place, Portland introduced herself as the new principal at Gladstone High School. She is looking forward to the new school year and the community.

Jim Miller, 355 E. Kenmore Street is here tonight regarding the 8% increase in water and sewer rates. He is asking Council to delay billing to citizens on that amount until such time there can be a more comprehensive explanation given to the citizens as to why there is such a jump in the rate. Mayor Byers explained the City is a partial owner in the district that supplies water to the City. Mr. Miller asked about the community trail at the end of Portland Avenue. He has been working for three months diligently to get the trail open. He is willing to talk to the Lake Oswego Council as well as Gladstone to find a way to get this property back to the river section.

### CONSENT AGENDA

Item(s) Removed from the agenda:

1. Approval of July 9, 2013 Minutes
3. Approval of Amended Addendum to City Administrator's Contract Allowing a 0.5% COLA
6. Payment of July Claims

*Councilor Nelson moved and Councilor Martinez seconded a motion to approve Consent Agenda items:*

1. *Approval of June 25, 2013 Minutes*
2. *Approval of Temporary Use of Annual Liquor License – Gladstone Card Room, 420 Portland*
4. *Approval of Resolution 1029, Authorizing City Staff Name Changes to Manage Local Government Investment Pool Accounts (Resolution will be emailed prior to meeting)*

5. *Approval of Change of Ownership Liquor License – Oxford Suites, 75-82<sup>nd</sup> Drive.*  
*Motion carried unanimously.*

1. Approval of July 9, 2013 Minutes. The minutes of July 9, 2013 are being held back for changes and will be approved next month.
3. Approval of Amended Addendum to City Administrator's Contract Allowing a 0.5% COLA. Mr. Miller requested that this issue be discussed by Council. He asked if in the future this salary would be comparable to other cities of this size. He suggested a salary survey be taken. Possibly if salaries were lower more employees could be hired. Mayor Byers reported the City has ongoing surveys done through LGPI (Local Government Personnel Institute).
6. Payment of July Claims. Mr. Miller asked Council to consider listing on their claims form which account the claims are paid out of. He questioned why the City is paying for Springbrook. Assistant City Administrator Morishita explained this was an update of their computer system which is used for payroll, accounts payable, and other utilities. Mr. Miller asked that the Sewer Department forgive the Water Department debt so the rates are not increased. Mayor Byers explained Council decided to continue the debt and work on getting it paid.

*Councilor Martinez moved and Councilor Busch seconded a motion to accept items #3 and #6 on the Consent Agenda.*  
*Motion carried unanimously.*

## CORRESPONDENCE

Mayor Byers acknowledged receipt of:

7. Letter from Gladstone Historical Society regarding the former Elections Building, 825 Portland Avenue and a response from the County that they are intending to put it on the market.
8. Letter from residents regarding motor home on 545 E. Berkeley. Chief Pryde explained the motor home has been gone about a week. Staff was advised to notify the residents of the current status of the motor home.

## REGULAR AGENDA

9. Storm Water Master Plan. Jim Harper, Consultant Project Manager with Brown and Caldwell, introduced Tom Sisul, Sisul Engineering. They are here tonight to update the Council on the Water Master Plan and the Storm Water Master Plan:
  - Mapping of the system has taken longer than expected. Currently the Storm Water mapping is finished, the sanitary mapping will be done this month, and water mapping will be done in October.
  - The DEQ schedule requires that a finished Storm Water Master Plan must be completed and submitted by the end of the year. The storm water model will be shared with staff this month.
  - CIP (Capital Improvement Projects) will be reviewed and they will develop 5-10 year improvements that will need to be done to address flooding and water quality problems.

- The Water Master Plan mapping will be done in October, modeling finished in November/December and the completed package in January/February /March.
- Obstacles that have delayed the project include the large effort Sisul Engineering had to put in mapping.
- Storm Drain Mapping has been completed.

10. Approval of Resolution 1028 – City Council Guidebook/City Council Rules. City Attorney Heather Martin reported she has reviewed the Guidebook and it was discussed at the last Council meeting. If approved the guidebook will reference the Council rules and it will be an addendum to the Guidebook. Suggestions and changes:

- On page 10-2, C-2, "...will be held each month" should be changed to read, "...will be held as the need arises."
- Page 10-2, C-2; add a sentence at the end, "Typically no public comment is allowed during a worksession."
- On page 10-4, 3-B, "...speak once on a motion or pending item" Should be changed to read, "...speak at least once on a motion or pending item."
- Page 10-4, 3-D, Delete first sentence
- Page 10-12, Citizen commission, boards, City Attorney Martin will come back with an A process and a B process
- Page 10-13, B, Add a period after committees, "Council will encourage participation in commissions, boards, and committees."
- Page 10-13, C, changed to limit participation on committees to two (2)

11. Approval to Award RFQ Bid for Open Cut Sewer Repair Work. Tom Sisul submitted a proposal prepared for Council's consideration for inspection improvements on the sanitary sewer. Three bids were sent out and only one (Timberline Development) returned the bid. Pat Sisul's engineering estimate came in at \$59,000 and Timberline Engineering came in at \$41,480. He recommends the City accept this bid.

Question: Why a rush to do the work as soon as possible? Answer: One issue is to help to slow some of the groundwater infiltration to the sanitary system which is one of the causes for the Sanitary Overflows into the Clackamas River and Portland Avenue as it turns down west Clackamas. These repairs are needed to help seal up manholes, and repair damaged pipes. The process should be done expediently. These are dig up and repairs that are far beyond what an in-line pipe repair that can be done.

Question: With the \$40,000 quote how much pipe will be repaired? Answer: The project is fixing broken sections of pipe. These are improvements that could not be done with the other bid for lining pipe. These pipes need to be fixed.

Question: Why wasn't this advertised in the Daily Journal of Commerce? Answer: To prepare that type of advertising package would cost \$3-5,000 in consulting fees.

How many contractors are on the list that Sisul Engineering has confidence in? Answer: Mr. Sisul explained he has worked with the three mentioned contractors in the past and his experience is that they have quick response and quality work.

*Councilor Martinez moved and Councilor Nelson seconded a motion to approve awarding RFQ Bid from Timberline Development for open cut sewer repair work.*

*Motion carried unanimously.*

12. Regulation of Exotic Animals. Mayor Byers reported the applicant has requested to postpone this issue for a month due to medical reasons.
13. LED Street Lights. Public Works Director Scott Tabor reported the City was approached by PGE about changing out the mercury vapor street lights in the area and going to LED lighting. They are proposing a buy-out of the City's poles. From discussions with PGE it was found that with the LED lighting and taking over the poles, PGE would have a better accountability for lighting and in the long-term have savings because of the cost savings of LED lighting overall. West Linn and Oregon City are doing the same thing.

*Councilor Martinez moved and Councilor Nelson seconded a motion to accept the PGE proposal.*

Discussion followed on the clarity of the PGE proposal. Public Works Director Tabor suggested contacting Lori Swanson from PGE to have her come out and give a presentation on the proposal.

*Councilor Martinez withdrew her motion and Councilor Nelson withdrew his second.*

14. Set Date for City Council Retreat. It was the consensus of the Council to hold the City Council Retreat on January 25, 2014.

Mayor Byers recessed the August 13, 2013 Council meeting at 9:12 p.m. into an Urban Renewal Meeting and called the Council meeting back into order at 9:30 p.m.

#### **BUSINESS FROM THE COUNCIL**

- Councilor Mersereau thanked all involved for the successful Cultural Festival. Dr. Bob provided free hot dogs and collected \$115 in donations. 100% of the donations for the car show (\$2,480), excluding the \$325 for Doernbecher Hospital, will go to the Gladstone Children Center, Kraxberger Middle School and the Gladstone High School Scholarship fund.
- The book sale this year made \$7,500; more than ever before. People are encouraged to come and visit the rearranged library.
- The fire department had 182 calls in July.
- There will be an employee-appreciation BBQ at the Senior Center at 11:30 a.m. on August 21<sup>st</sup>.
- The Fire Department provided equipment and procedure demonstrations at the SDA Camp
- Baskin and Robins will hold a fundraiser for the Fire Department Christmas Program August 31, 2013.

- The new truck that was approved by Council is a truck-build project. They are building the truck piece-by-piece starting with a new engine. It will take about 8 months to complete the project.
- Jim McFarlane will be graduating from the Academy at 11:00 a.m. on Friday. Potentially, two more officers will be going into the academy in September.
- The regular meeting of C-4 was not held in August; it was replaced by the C-4 Metro Sub-Committee meeting made up of cities in the metro region to consider applicants for metro regional funds of which the Trolley Trail Grants was one of the finalist to do a feasibility study on the condition and what it will take to resurrect the Trolley Bridge. The cities agreed unanimously that the Trolley Bridge was one project that needed to be funded (\$221,000).
- Last week there was an article in the Oregon Live that County Commissioners have given Gladstone until next summer to make a decision on a library.
- On August 18<sup>th</sup> the Ecumenical Ministries Association will sponsor Servant Sunday, where groups go out and do needed yard work projects. This year the group will be working with two portables located on Gladstone High School campus. These two buildings will be used to house clothing and items for families in need; clothing, food, diapers, etc. The collections will be made from churches in Gladstone and made available to people in Gladstone that need this type of help.
- Gladstone Rotary will be having a clothing drive to provide the shelters with much needed summer clothing.
- Mayor Byers went to the Rotary meeting and thanked them for providing a wonderful cultural festival.
- There were 17 locations in Gladstone that created a successful National Night Out. It was suggested that parks and schools also be used as sites next year.

Mayor Byers recessed the Council Meeting into Executive Session ORS 192.660(2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

The next City Council meeting was adjourned to \_\_\_\_\_, 2013, at 7:30 p.m.

Approved by the Mayor this 10 day of September, 2013.

Wade Byers  
Mayor

Attest: \_\_\_\_\_  
[Signature]  
Assistant City Administrator