



CITY COUNCIL MAY 02, 2016 MINUTES  
REGULAR MEETING 7:00 PM  
City Hall, 1001 Bridge St. Vernonia OR 97064

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**Mission Statement**

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

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**Call to Order and Pledge of Allegiance – Mayor Parrow**

Mayor Parrow called the meeting to 7:03pm.

**Additions or Removal of Agenda Items**

Councilor McNair made a motion to approve the Agenda as written. The motion was seconded by Councilor Tierney, motion passes.

**Presentations**

**Councilor Committee Meeting Reports**

**Topics from the Floor/Audience Participation**

Andrea and Jason Grant, State Ave, have questions regarding ordinances regulating obstruction of private right of ways. They were warned about parking in the right of way next to their house and made corrections on October 13, 2015. They would like clarification on what the time restriction is for parking in the right of way. After returning from camping they parked in the right of way next to their house to unload and left it their overnight. Upon returning from work the next day they realized that they had been written a \$500 ticket for the violation. City Administrator Mitchell stated that staff will look into it and Mr. & Mrs. Grant can come in to discuss the ticket tomorrow.

Sharon Bernal, Knott St, would like to express her point of view on the Nickerson issues. As stated in the May 4, 2000 letter the city had signed off on the final plat with the stipulation that the two remaining items were to be finished. Those items were the half street improvement and checking the water pressure. If the water pressure wasn't adequate the homes would be required to have fire suppression systems installed. She brought attention to the fact that not all of the records are there and that both engineering companies had purged their files after 12 years. She would like council to hold a meeting where she can attend and express her side. She stated that she is the real estate agent for the development and is also related to the developer. She feels responsible for what's happening in the development and is concerned that the homeowners are upset that home values may be effected.

**Consent Agenda for Approval**

A. City Council Meeting Minutes from April 18, 2016

Councilor Tierney made a motion to approve the meeting minutes from April 18, 2016. The motion was seconded by Councilor Seager, motion passes.

**Unfinished Business**

A. Cal / Spencer Sewer Project Feasibility Study

City Administrator Mitchell gave Council a brief overview of the Feasibility Study breakdown. The cost breakdown for the project is broken out as follows:

General Site Work – \$15,000  
Manholes and Piping Improvements – \$141,000  
Temporary Pumping – \$11,000  
Construction Costs – \$167,000  
Administrative Costs – \$1,100

Surveying and Engineering - \$35,000

These figures all include a Contingency of \$25,000.

Councils goal is to decide if they would like to move forward with the project. After some discussion Council directed staff to bring back a breakdown of which funds will pay for the different portions of the project. Council would also like to see the breakdown by spur.

#### B. Airport Culvert Replacement

City Administrator Mitchell gave Council a brief overview of the Airport Culvert Project request. Councilor McNair expressed concern that the Contingency Fund is already low. Figuring in the potential income from selling the trailer of \$2000, the Airport Fund is requesting an additional loan of up to \$4000. Councilor McNair made a motion to direct staff to move forward with the purchase of the airport culvert. The motion was seconded by Councilor Hult, motion carried. Staff will prepare an amended airport budget to include payments for repaying the loan.

#### C. Downtown Street Tree Update

GIS Annalist Ben Fousek gave Council an overview of the report. Council then took some time reviewing the maps provided. Council consensus is to direct staff to schedule another workshop to discuss the plan for removing and potentially replacing the trees downtown with the appropriate species. Council would like a questionnaire sent to business owners, with an invite to the work session, gathering their input on what they would prefer to happen with the trees. Council work session will be scheduled for June 13<sup>th</sup> at 6:30 pm.

### New Business

#### Business from Departments

##### A. Police Department – Chief Conner

##### B. City Administrator Report – J. Mitchell

**OEM Public Assistance Contract:** City Administrator Mitchell stated that she wanted Council to be aware that the contract was being signed.

**Wastewater Treatment Plant:** At the construction meeting on the 20<sup>th</sup>, the DAF building was discussed, there appear to be hairline cracks above the pipe fittings. Tetra Tech talked to the structural engineer and the contractor will be grinding the cracks and filling them with epoxy, then they will fill the building with water and do a leak test before we move forward with the installation of the DAF equipment.

**Sewer Rates:** Staff has compiled some preliminary numbers to identify what the decrease annually would be if all the customers who are looking to down size did, they are as follows:

Water Usage: -1734.60      Water Loan: -814.20      Sewer Usage: -4599.72      Sewer Loan: -10,600.16

**Rose Avenue Project:** We received two Statement of Qualifications for the Grant Administration, Environmental Review, and Labor Standards Compliance. Members of the Senior and Food Bank Boards will look them over and we will determine whom to issue the Notice of Intent to Award to this week.

**California Avenue:** We received four Request for Proposals for the Engineering of California Avenue. Staff will complete the review and will issue the Notice of Intent to Award this week.

**Airport Park Firewood:** There is currently about 5 cords of firewood left. The cost per truck load is \$40.

**FEMA Public Assistance:** May 10<sup>th</sup>, marks the deadline to identify Public Assistance projects, staff has determined the City of Vernonia has no further damaged properties. We are still waiting for site visits to be scheduled.

**Make Vernonia Shine Day:** Parks crew and Parks Committee succeeded in sprucing up the Hawkins Park Dewey Pool landscape area. Vapor blasting happened last week, and Rhino lining is being applied today and tomorrow. Library Board and Staff did a fantastic job weeding and applying bark around the Library property. Other City staff clean-up up the camping sites at Airport Park, great job all!!

**Nickerson Ridge Estates:** The City Planner, City Administrator, and Mayor Parrow met with David Smejkal, Bob Smejkal, Douglas Wolf, and Sharon Bernal to discuss the required improvements to fix the Nickerson Ridge Estates subdivision in order to have the City allow building permits to be issued. The City of Vernonia will need to determine whether or not the City can contribute to the solutions. We will await the owners getting back in touch with us.

**Booster Carwash:** Girls softball would like to hold a car wash fundraiser at City Hall. City staff would like Councils approval for them to hold the car wash at City Hall with them paying for any extra water used. Council consensus is to grant the request.

### **Ordinances/Resolutions**

#### **Recess to Executive Session as per ORS 192.660 (2)(d)**

Mayor Parrow recessed the meeting at 8:21pm.

The City Council will now meet in Executive Session:

The executive session is held pursuant to ORS 192.660 (2), which allows the Council to meet in executive session for the purpose stated.

*(d) To consider information or records that are exempt by law from public inspection.*

Representatives of the news media and designated staff are allowed to attend the executive session.\* All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

“A member of the news media or designee may not disclose any information from executive session, may not tape record, digitally record, and/ or video record any information to decrease the likelihood that information discussed in the executive session will be inadvertently disclosed.”

### **Return to Open Session for Final Action**

The meeting returned to regular session at 8:30pm.

No action needed.

### **Correspondence**

#### **Items from Mayor and Councilors**

Councilor Seager inquired as to whether or not the airport trailer sale ad has been posted. City Administrator Mitchell stated that she would have to check with Angie Handegard. He would also like to bring attention to Anderson Park and how great it looks. He has noticed an increase in quality trailers coming to the park but recognized that there are still 3 trailers in poor shape parked there. City Administrator Mitchell stated that the remaining monthly tenants have been given a deadline of June 29<sup>th</sup> to move out.

### **Action Items Summary – City Administrator**

Staff will call the Grant family and explain the obstruction of the right of way rules.

Staff will have John Forester break out the Feasibility Study estimate by spur.

Staff will send out a questionnaire to business owners gathering input on the downtown trees.

Staff will schedule a work session to discuss the downtown trees on June 13<sup>th</sup> at 6:30 pm.

### **Adjournment**

Mayor Parrow adjourned the meeting at 8:34 pm.

These minutes were approved at the July 05<sup>th</sup>, 2016 City Council Meeting.

  
Stephanie Borst, City Recorder

  
Randall J. Parrow, Mayor