

# City of Brookings CITY COUNCIL MEETING MINUTES

City Hall Council Chambers, 898 Elk Drive, Brookings, OR 97415

Tuesday, May 29, 2018

## Call to Order

Mayor Pieper called the meeting to order at 7:00 PM.

## Roll Call

Council present: Mayor Jake Pieper, Councilors Bill Hamilton, Ron Hedenskog, and Dennis Triglia present; a quorum present. Councilor Hodges arrived at 7:58 p.m.

Staff present: City Manager Gary Milliman, Finance & Human Resource Director Janell Howard, City Attorney Martha Rice, Parks and Planning Manager Tony Baron, Administrative Aide Rita Ritz, and City Recorder Teri Davis.

Media Present: Jane Stebbins of Curry Pilot present

Others Present: Seventeen audience members.

## Public Hearings & Resolutions

*Public hearing and approval of appropriations for the 2018-19, Fiscal Year Budget*

Finance & Human Resources Director Howard presented the staff report.

Mayor Pieper opened the Public Hearing regarding the City's election to receive state revenues for 2018-19 at 7:05 p.m.

With no one present to address Council on the matter, Mayor Pieper closed the Public Hearing at 7:06 p.m.

Mayor Pieper opened the Public Hearing regarding adoption of the budget and making appropriations for fiscal year 2018-19 at 7:06 p.m.

With no one present to address Council on the matter, Mayor Pieper closed the Public Hearing at 7:07 p.m.

Councilor Triglia asked if changes to the salary stipulation in the City Manager Agreement would change or negate the approved budget. He was advised they would not.

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1132, declaring the City's election to receive state revenues for 2018-19 fiscal year.**

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1133, adopting the City of Brookings' budget, declaring tax levied, making appropriations for the 2018-19 fiscal year, and to categorize the levy.**

*Approval of Water and Sewer Rates and System Replacement Fees for Fiscal Year 2018-19*

Finance & Human Resources Director Howard presented the staff report.

**Councilor Triglia moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1134, adopting Water rates for 2018-19.**

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1135, adopting Sewer rates for 2018-19.**

**Councilor Hedenskog moved, Councilor Hamilton seconded and Council voted unanimously to adopt Resolution 18-R-1136, adopting System Replacement Fees for 2018-19.**

**Oral Requests and Communications from the audience**

- a. Harvey Young of 98067 Hallway addressed Council in support of the Steelhead regulations change petition. Mr. Young submitted a document of explanation which was entered into record.
- b. Leonard Krug of 97002 Dodge Avenue addressed Council in opposition to the Steelhead regulations change petition.
- c. Richard Heap of 95975 N. Brookside Drive addressed Council in opposition to the Steelhead regulation change petition
- d. Dave Kuehn of 98430 N. Bank Chetco Road addressed Council with an update on the Fish Cleaning Station project at the Port.

**Staff Reports**

*Department of Land Conservation and Development Housing Planning Funds*

City Recorder Davis presented the staff report.

**Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to authorize the Mayor to submit a Department of Land Conservation and Development Request for Assistance to create a Housing Strategy Implementation Plan.**

*Contract Extension with The Dyer Partnership*

City Manager Milliman presented the staff report.

**Councilor Triglia moved, Councilor Hamilton seconded and Council voted unanimously to authorize City Manager to execute an as-needed technical services agreement contract extension with The Dyer Partnership.**

*Brookings Airport Purchase*

City Manager Milliman presented the staff report.

County Counsel John HuttI addressed Council advising the matter would go before the County Board of Commissions on Wednesday, May 30. He would advise that Board of this agency's actions.

Councilor Triglia noted several typographical errors in the contract document which need to be edited prior to executing.

City Manager Milliman thanked Counselor HuttI for all his efforts in facilitating this agreement.

**Councilor Hedenskog moved, Councilor Triglia seconded and Council voted unanimously to authorize the Mayor to execute three agreements involving the transfer and sale of the Brookings Airport including the "Purchase and Transfer Agreement Brookings Airport," "Brookings Airport Federal Obligations Assignment and Assumption Agreement," and the "Brookings Airport ODA COAR Grant Agreements Assignment and Assumption Agreement" and any other necessary associated documents at a cost not to exceed \$130,000.**

*Travel Oregon Competitive Medium Grant*

City Recorder Davis presented the staff report.

**Councilor Triglia moved, Councilor Hedenskog seconded and Council voted unanimously to authorize staff submittal of a Travel Oregon Competitive Medium Grant application and to allocate \$2,790 in Transient Occupancy Tax funds to fund a portion of the 25 percent required match.**

*Curry Transfer and Recycling Rate Increase*

City Manager Milliman presented the staff report.

**Councilor Hedenskog moved, Councilor Hodges seconded and Council voted unanimously to approve a new rate schedule to be effective July 1, 2018 for refuse collection and recycling services provided by Curry Transfer and Recycling, such schedule being as proposed in Exhibit A attached to the CTR letter dated May 15, 2018.**

*Waiver of Fees for Wild Rogue Relay*

Parks and Planning Manager Baron presented the staff report.

**Councilor Triglia moved, Councilor Hamilton seconded and Council voted unanimously to authorize City Manager to waive fees associated and services provided in support of the Wild Rogue Relay 2018 event.**

*Rock the Chetco Event Funding*

City Recorder Davis presented the staff report.

Event Organizer Michael Frederick of 16883 Yellowbrick Road addressed Council with an explanation of the funding needs.

Mr. Frederick was directed to reconcile with TPAC after final budgetary tabulations are complete.

**Councilor Triglia moved, Councilor Hedenskog seconded and Council voted unanimously to allocate a \$3,000 grant to the Rock the Chetco event.**

#### *City Manager Employment Agreement*

Finance & Human Resources Director Howard presented the staff report.

Teresa Lawson of 820 Brookhaven Drive addressed Council in opposition to the agreement. Her provided comments were entered into record.

Berman Matteson of 747 First Street addressed Council in opposition to the agreement.

Councilor Triglia noted he had issues with four categories of the agreement, including the dual duties, salary and qualifications, the benefits package and accrual, and needed revisions to several other sections.

Councilors discussed the hiring process, associated costs of having a high-quality, professional City Manager, and how benefits in the agreement compare to those of other employees (same).

Councilor Triglia presented a salary survey he had performed, and based on that survey, recommended reducing the salary to \$108,000 to start, with an increase to \$113,000 on January 1, 2019. His salary survey was entered into record.

Council further discussed elements of the agreement.

Councilor Triglia advised he would not vote to approve the agreement at this meeting.

**Councilor Hodges moved, Councilor Hedenskog seconded and Council voted 4-1, with Councilor Triglia voting 'nay', to authorize the Mayor to sign an employment agreement with Janell Howard for the City Manager position.**

#### **Consent Calendar**

1. Approve Council minutes for April 9, 2018
2. Accept TPAC minutes for March 8, 2018
3. Receive Safety Committee Report for 2017
4. Receive monthly financial report for March 2018

Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously to approve the Consent Calendar.

**Remarks from Mayor and Councilors**

Councilor Triglia commented that his nay vote was in opposition to the agreement, not in opposition to Ms. Howard.

Councilor Triglia advised he would be attending the Sudden Oak Death conference on Wednesday and would report back to Council any significant information

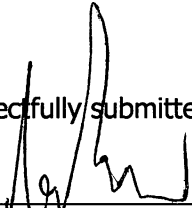
City Manager Milliman reminded Councilor the Management Compensation Plan is reviewed annually; that is the time to address benefits. The City Manager agreement was devised through Legal Counsel; agreements can be revised.

Councilor Hamilton thanked the members of the community who addressed Council.

**Adjournment**

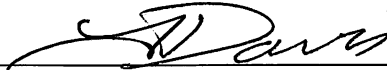
Councilor Hedenskog moved, Councilor Triglia seconded, and the meeting adjourned at 10:00 p.m.

Respectfully submitted:



\_\_\_\_\_  
Jake Pieper, Mayor

ATTESTED:  
this 11<sup>th</sup> day of June 2018:



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Teri Davis, City Recorder