

March 26, 2007

**City of Milton-Freewater
City Council Minutes**

The Council of the City of Milton-Freewater met in regular session Monday, March 26, 2007 at 7:00 p.m. in the Albee Room of the Library.

The following members were present: Mayor Lewis Key, Councilors Orrin Lyon, Ed Chesnut, Keith Woods, Debbie Kelley, Steve Irving and Brad Humbert. Staff members present were City Manager Delphine Palmer, Assistant City Manager Linda Hall and Public Works Superintendent Dave Bradshaw.

Citizen present was Kathee Yeager.

Press member present was Melanie Hall of the Valley Herald.

CONSENT CALENDAR ITEMS: The consent calendar items consisted of minutes from the March 12, 2007 city council meeting. Councilor Kelley motioned to adopt the consent calendar items. Councilor Humbert seconded the motion which passed unanimously.

NEW BUSINESS

RESOLUTION NO. 2039 DECLARING SMALL PORTION OF PARCEL OF PROPERTY ON CHUCKHOLE LANE TO BE SURPLUS. Public Works Superintendent Dave Bradshaw stated this piece of property located near 83593 Chuckhole Lane was originally purchased for storm-water purposes. The City owned a house on this property at one time and shared the well with the adjacent property owners, Bryan and Erin Johnson. After the house was demolished, the well became the property of the adjacent property owners. Also, Bryan and Erin Johnson have built a home in this area and the purchase would allow for better accessibility to their garage and driveway. City staff was approached to research this issue. The proposal is to declare this property as surplus and allow Bryan and Erin Johnson to purchase the approximate 11,887 square feet of property and pay additional fees associated with the sale.

Councilor Lyon asked about the status of the well. Mr. Bradshaw said the well was a shallow aquifer well that is marginal at best. Mayor Key asked about the location of the garage and the extra property needed for access. Mr. Bradshaw said it was located on the South side of the property. Councilor Humbert stated his concern about the small portion of property being sufficient. Mr. Bradshaw said the additional property was at their request.

Councilor Kelley motioned to adopt Resolution No. 2039, a Resolution declaring property located on Chuckhole Lane to be surplus. Councilor Woods seconded the motion which passed unanimously.

Councilor Woods asked what would be done with the \$7,000.00 from the sale of the property. Mr. Bradshaw said it would go back into the Street Fund. Assistant City Manager Linda Hall stated that Bryan and Erin Johnson are the only citizens eligible to bid on the property, therefore city staff is not required to go through the public bidding process.

Councilor Kelley motioned to authorize sale of approximately 11,887 square feet of property for \$7,000.00 plus all additional fees relating to the transaction. Councilor Humbert seconded the motion which passed unanimously.

AWARD GOLF COURSE RESTAURANT PROPOSAL. Public Works Superintendent Dave Bradshaw stated the Request For Proposal (RFP) for the golf course restaurant was advertised and sent to several local businesses in January, but no proposals were received by the due date of February 15, 2007. After the deadline, there were several calls from interested vendors. Mr. Bradshaw said about ten people were shown the facility, but staff received just five proposals. The proposals are all good. A score sheet was used for analysis and evaluation on each proposal. Staff recommendation is to award the contract to Penny Addison and allow the City Manager to negotiate the terms of the rental contract. Mr. Bradshaw said that while speaking with Ms. Addison and others, it was suggested that because there is only partial kitchen equipment in the facility now, the successful vendor would have to purchase that type of equipment to start. It is anticipated that we would need to work with the vendor on rental terms at first. Councilor Kelley asked why the equipment was not there anymore. Mr. Bradshaw said it was originally purchased by J.P. Ponticelli and then the equipment was sold to the Simon's. When Simon's left they removed this equipment. The dishwasher was a rental. Assistant City Manager Linda Hall said that when Mr. Ponticelli took over from George Gillette, Mr. Ponticelli purchased several pieces of equipment, so with Simon's Bill-of-Sale from Mr. Ponticelli, city staff felt it was their right to remove their equipment. Councilor Woods asked how the equipment would be replaced. Mr. Bradshaw said there were two options. One, the City would purchase the equipment with a loan and charge rent immediately. Two, the renter would purchase the equipment and defer the cost on rental payments until the equipment is paid in full. Mayor Key said that Ms. Addison stated in her proposal she had a lot of equipment. Mr. Bradshaw said most would be considered small equipment. City Manager Delphine Palmer stated that when the proposals were first reviewed, staff met with George Gillette, Hal Phillips and Tony Anfinson to determine the needs and what the golfers really want. From these meetings and input, specific criteria was developed for the RFP. Other criteria was experience and financing in their proposals. Ms. Palmer stated that all were interviewed by Mr. Bradshaw and many were interviewed by herself and Ms. Hall, and because of this effort it was felt there was a good screening process ensuring the success of this venture. Councilor Irving asked if the grill was gas or electric. Mr. Bradshaw stated the existing grill is electric, but there is gas in the building so Ms. Addison would have the option of both.

Councilor Kelley motioned to allow the City Manager to negotiate terms of the rental contract, taking into consideration the overhead costs of obtaining the upgraded, necessary equipment to operate the restaurant, which will become city property once acquired, and motioned to award the Clubhouse Restaurant Management contract to Penny Addison of Touchet, Washington. Councilor Humbert seconded the motion which passed unanimously.

RESOLUTION NO. 2040 AUTHORIZING SIGNATURE TO AGREEMENT WITH ODOT FOR STREET IMPROVEMENT FUNDS. Public Works Superintendent Dave Bradshaw stated this is the annual request to accept Federal funds through the State of

Oregon's Transportation Program for overlaying and paving in the budget year 2006-2007. The streets targeted, in no specific order, are NW 8th Avenue from Lamb Street West to dead end, NW 9th Avenue from Perkins Street to Vining Street, and NW 10th Avenue from North Main Street to Perkins Street. Funding available this year is \$112,067.00 and is included in the current budget book on page 71, Account number 210-410-16. Councilor Humbert asked about the condition of sewer and water lines on NW 9th from Perkins to Vining Streets and also North Main to Perkins. Mr. Bradshaw stated there would not be pavement over utilities. Councilor Humbert asked about NW 10th Street. Mr. Bradshaw stated this street was on the list, but the water district had not constructed their ditch through there and the City would not do any work until after the water district constructed their ditch. Councilor Chesnut asked for clarification on the \$28,000 left from last year. Mr. Bradshaw stated the funds before the Council did not include the \$28,000 left from last year.

Councilor Kelley motioned to adopt Resolution No. 2040 Authorizing signatures on the "Local Agency Fund Exchange Agreement No. 24057". Councilor Humbert seconded the motion which passed unanimously.

Mayor Key then announced this was the opportunity for citizens to approach the council with issues not on this agenda. None approached.

MANAGER'S REPORT

City Manager Delphine Palmer stated she was working on another labor contract with the Police Department.

COUNCIL ANNOUNCEMENTS

Councilor Kelley thanked Councilors Chesnut and Woods for attending the Community Forum. There will be information from the forum on the website soon.

Council adjourned at 7:30 p.m. to executive session pursuant to ORS 192.660(2)(d) To conduct deliberations with person designated by the governing body to carry on labor negotiations. Also pursuant to ORS 192.660(4) Representatives of the news media shall not be allowed to attend.

Council returned to open session at 9:15 p.m., taking no action.

There being no further business, the meeting was adjourned at 9:17 p.m.

Lewis S. Key, Mayor