

**City of Brookings**  
**CITY COUNCIL MEETING MINUTES**

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

**Monday, April 10, 2017**

**Call to Order**

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

**Roll Call**

Council present: Mayor Jake Pieper, Councilors Bill Hamilton, Brent Hodges, Roger Thompson and Dennis Triglia; Student Ex Officio Shawntisha Bailey present; a quorum present.

Staff present: Finance and Human Resources Director Janell Howard, City Attorney Martha Rice, Public Works and Development Director Paul Stevens, Building Inspector Garrett Thomson, Treatment Plant Chief Operator Ray Page and City Recorder Teri Davis.

Media Present: No media present

Others Present: Two audience members.

**Resolutions**

*Updates to Engineering Requirements and Standard Specs (ERSS) for Infrastructure*

Building Inspector Thomson presented the Staff Report

**Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously with an advisory "aye" from Ex Officio Bailey to approve updated Engineering Requirements and Standard Specifications for Public Works Infrastructure.**

Director Howard noted that a separate action needed to be taken to approve the Resolution.

**Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously with an advisory "aye" from Ex Officio Bailey to adopt Resolution 17-R-1102.**

*Master Fee Schedule*

Director Howard presented the staff report.

Council asked for specifics regarding the Court's Failure to Appear fee, the Capella use fee for music performance and the removal of the Notary service.

Council requested that staff consider bringing back a change to the Court's Failure to Appear fee raising it to \$50.

Council requested that the stipulation for the Capella use of music performance not be limited only to non-profits.

**Councilor Hodges moved, Councilor Triglia seconded and Council voted unanimously to adopt Resolution 17-R-1101 updating the Master Fee Schedule and repealing Resolution 16-R-1075.**

**Oral Requests and Communications from the audience**

- No audience members requested to address Council.

**Staff Reports**

*Treatment Services Request for Qualifications (RFQ)*

Public Works and Development Director Stevens presented the staff report.

Mayor Pieper noted an issue with the language in the first paragraph of the second page of the RFQ in a clause regarding lobbying and prohibited contact with Councilors. Director Howard recommended changing the words "will be cause" to "may be cause for disqualification." The change was approved by City Attorney Rice and agreed upon by Council.

**Councilor Hodges moved, Councilor Thompason seconded and Council voted unanimously with an advisory "aye" from Student Ex Officio Bailey to issue a Request for Qualifications for the contract operation of water and wastewater treatment services.**

*Franchise Fees*

Director Howard presented the staff report.

Council discussed the impacts of the fees and the City's history with franchise fees.

Mayor Pieper reminded Council that this item only approves beginning the discussion. He added that he would like to have Coos Curry Electric Coop and Curry Transfer & Recycling invited to a public meeting to comment.

**Councilor Triglia moved, Councilor Hodges seconded and Council voted unanimously with an advisory "aye" from Student Ex Officio Bailey to authorize staff to contact Coos Curry Electric Cooperative and Curry Transfer and Recycling to initiate discussion concerning adjusting franchise fees.**

*Trash Dogs Fee Waiver*

Director Howard presented the staff report.

Mayor Pieper suggested that there could be a code change that would cover this type of request generally.

**Councilor Thompson moved, Councilor Hamilton seconded and Council voted unanimously with an advisory "aye" from Student Ex Officio Bailey to grant a home occupation fee waiver to Trash Dogs a nonprofit corporation combating illegal dumping.**

*Council Liaisons*

Mayor Pieper explained the impetus of this item and advised Council that they were under no obligation to volunteer.

Mayor Pieper read through the list of open liaison assignments and Councilors volunteered as interested.

Mayor Pieper requested that the finalized list be brought back to a future Council meeting for approval.

**Council took no other action on this item.**

**Consent Calendar**

- 1. Approve Council minutes for March 27, 2017

Councilor Triglia moved, Councilor Hamilton seconded and Council voted to approve the Consent Calendar with four Councilors voting "aye" and Councilor Thompson abstaining, and with an advisory "aye" from Student Ex Officio Bailey.

**Remarks from Mayor and Councilors**

Councilor Hamilton noted that a comment had been made regarding that he had not announced the Cub Scouts' Pinewood Derby. He advised that he is not the liaison for the Cub Scouts.

Mayor Pieper spoke about his attendance at his first Border Coast Regional Airport Authority meeting last week.

Mayor Pieper advised Councilors to be thinking about the possibility of County law enforcement failure due to budget constraints, how that failure may impact Brookings citizens and what this Council may need to do to address the issue.

Mayor Pieper noted that he had received information about the Monarch City U.S.A. designation. He would put the information in the Council information box for those interested in looking it over.

**Adjournment**

Councilor Hodges moved, Councilor Hamilton seconded and Council voted by voice to adjourn the meeting at 8:02 p.m.

Respectfully submitted:

***Approved by City Council on April 24, 2017***

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

ATTESTED:

this \_\_\_\_\_ day of \_\_\_\_\_ 2017:

\_\_\_\_\_  
Teri Davis, City Recorder