

CITY OF NORTH PLAINS
City Council Meeting—Regular Session
Monday, April 1, 2013 – 7:00 P.M.
MINUTES

1. **CALL TO ORDER:** Mayor David Hatcher called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher conducted the flag salute.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Michael Broome, Michael Demagalski, Charlynn Newton, Robert Kindel, Jr.
Absent: Glen Warren

Staff present: City Manager Martha DeBry, Public Works Director Blake Boyles, Chief of Police Bill Snyder, Library Director Debra Brodie, Account Clerk Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 3/18/2013 Council meeting

Motion by Broome, seconded by Lenahan to approve the Consent Agenda as presented. The motion was approved unanimously.

5. **PUBLIC COMMENT:**
There was none forthcoming.
6. **PRESENTATION:**
None Scheduled
7. **PUBLIC HEARING:**
None Scheduled
8. **NEW BUSINESS:**
 - A. Discussion of 2013-14 Budget Schedule

City Manager DeBry presented the staff report. The draft budget will be out by the end of this week. The Finance Manager has distributed reports to the department heads. DeBry explained the budget process to the Council directing them to the public notice schedule and the end result of the Council adopting a resolution adopting the budget for Fiscal Year 2013-14.

Newton inquired about spouses serving on the Budget Committee. DeBry stated she will check with the City Attorney regarding the legality of spouses serving on the Budget Committee.

Council agreed to schedule the Budget Committee Meeting on Monday, April 22, 2013 at 7:00 p.m. This meeting will be held at Jessie Mays Community Hall.

B. Council to consider Resolution No. 1781 Appointment of Anapreet Kaur Gill to Budget Committee

Mayor Hatcher invited Anapreet Kaur Gill forward to address the Council. Council proceeded to interviewed Ana for this position. Motion by Demagalski, seconded by Lenahan, to adopt Resolution No. 1781 appointing Anapreet Kaur Gill to Budget Committee. The motion was approved unanimously.

C. Council to consider Resolution No. 1782 Accepting Bids and Awarding the Bid for the NW Claxtar Street Waterline and Roadway Improvements.

Public Works Director Blake Boyles presented his staff report to the Council. Boyles and the City Engineer have reviewed the 12 bids received for the construction of the NW Claxtar Street Waterline and Roadway Project. The recommendation is to award the contract to Subcom Excavation & Utilities. Boyles asked the Council to authorize the City Manager to negotiate the final contract and execute the documents necessary for the City to enter into an agreement between the City of North Plains and Subcom Excavation & Utilities.

Discussion ensued. Boyles will give notice to the homeowners of the project. A Town Hall meeting will be scheduled to address any questions/concerns the homeowners may have with the project.

Motion by Demagalski, seconded by Broome, to adopt Resolution No. 1782 Accepting Bids and Awarding the Bid for the NW Claxtar Street Waterline and Roadway Improvements. The motion was approved unanimously.

D. Discussion on placement of agenda packet material on City website before the Council meets.

Mayor Hatcher asked Councilor Newton to explain this agenda item as she had commented on the issue at the previous meeting. Newton referred to the March 18, 2013 Council meeting discussion regarding agenda material being released to the public before the Council acts upon it—specifically a letter being drafted by the Council to the Sunset Park Association in Banks. Her concern is that information is out before the public that could be personal in nature. She suggested waiting until the day after the meeting to publish background materials for items on the agenda. Discussion ensued. Council was in agreement that transparency is critically important and the public should have documents available when the Council receives it. It was agreed that agenda materials would be made available to the public in advance of meetings.

9. **UNFINISHED BUSINESS:**
None Scheduled

10. **ORDINANCES:**

FIRST READING:

- A. Ordinance No. _____ Municipal Chapter 16.80.045; An Ordinance of the City Council of the City of North Plains, Oregon, Amending Municipal Chapter 16.80.045 of Municipal Code regarding Signs. **(12-009-01-ZDA)**

DeBry informed the Council of a change in procedure that staff will not assign a number to ordinances until after the first reading. This is a tool to keep the permanent records clean and not assign a number to an ordinance that may be postponed or not considered.

DeBry presented the staff report to the Council. The Planning Commission has looked at the sign ordinance twice. The Planning Commission did not recommend a change to the ordinance for highway signs. McDonald's had requested relief from a requirement that the tall highway sign be brought into conformance. The City Attorney informed DeBry that a variance for a non-conforming use would not be appropriate in this instance but recommended an amendment to the ordinance for this issue.

DeBry stated that McDonalds could not appeal the decision of the planning commission, and so Staff was taking an unusual step to present ordinance options not recommended by the Planning Commission. DeBry presented five options for the Council to consider. Discussion ensued. Council decided to consider the various aspects of this proposal and discuss it at another meeting. It was suggested that representatives of the Planning Commission and other owners of non-conforming highway signs be invited to attend when the issue is rescheduled before the City Council.

SECOND READING:

- B. Ordinance No. 415 Municipal Chapter 1.40 — Parks Board; An Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board. (First reading was at March 18, 2013 Council meeting.)

Motion by Demagalski, seconded by Kindel, to read Ordinance No. 415, an Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board, by title only for the second time. The motion was approved unanimously.

Mayor Hatcher read Ordinance No. 415 for the second time by title only.

Motion by Broome, seconded by Demagalski, to adopt Ordinance No. 415, an Ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code by adding Chapter 1.40 Parks Board. The motion was approved unanimously.

11. **STAFF REPORTS**

Boyles noted the Highland Court project is underway. The entire pipe for the waterline was laid down on 307th in a day and a half.

Boyles spoke with Dave Taylor, Project Manager for ODOT, regarding the trail tunnel project being installed under the overpass. ODOT suggested the City write a letter to Senator Starr to ask him what funds are available from the Glencoe Interchange Project that the City could use to extend the trail project further east. Mayor Hatcher, Boyles and DeBry will meet at 8:00 a.m. Tuesday morning to discuss the easements and compose the letter.

The Community Garden will continue again this year. There are 15 people on a waiting list for a garden spot. Boyles is investigating some other properties that may be available to use for additional plots.

Chief Snyder reported they are wrapping up in-service training.

Snyder has been approached by ODOT to re-up with patrol assistance on the next phase of the overpass construction project.

Snyder had inquired with Washington County about extending the school zone on North Avenue and was told that couldn't happen. Snyder will install a solar LED speed detection device. This device will be on North Avenue for the month of May. It has a speed display panel that notifies drivers of their speed. It will also gather data to establish statistical analysis.

Library Director Brodie reported the spring tulip sale at the library was very successful. She also advised one of the final maintenance projects is painting the computer room. The Friends of the Library have purchased an art display hanging system that will simplify installing each art exhibit. Art donated from artist Tom Jacquemin will be displayed during April and May. The Library will hold the first in a line of receptions for the displaying artist on April 19th at the library.

Children's illustrator Sarah Twitty's work will be displayed at the Library in June.

WCCLS is sponsoring their annual "Art of the Story" storytelling (formerly known as Hearing Voices) event in April. North Plains Public Library is co-hosting nationally renowned storyteller Kim Weitkamp, with the North Plains Elementary School. This program is scheduled for April 18th at 6:30 p.m. at the North Plains Elementary School.

Brodie also informed the Council that there will be an opening for a Library Board member in July. Janelle Beuley is resigning from her position.

12. COUNCIL REPORTS

Council reviewed the April 2013 Council Calendar.

Hatcher reported legislation continues on composting sites. Hatcher expressed his

disappointment in the direction the committee is going. It is being approached by revising the pre-application for composting sites rather than the direction of zoning.


Councilor Lenahan asked Jon Thomas, the Recology representative attending the meeting, of the status of finding sites to deposit commercial food waste. Mr. Thomas responded it is Metro's responsibility to make a decision on the four locations they are considering. Councilor Broome reminded Council of the next country music show, a benefit for the Senior Center on Saturday, April 27th at 6:30 p.m. at Jessie Mays Community Hall.

Mayor Hatcher reported a concerned citizen approached him in regard to an issue that is developing around Claxtar and 311th with many rabbits running loose. DeBry explained the City does not have an ordinance regarding rabbits. She stated that staff has looked at the place of origination and the rabbits appear to be properly penned. The citizen approached City Hall and stated he may appear before Council to raise the issue.

13. ADVICE/INFORMATION ITEMS:

- Volunteer Recognition Event-April 11 @ 6:30 p.m. at Jessie Mays Community Hall
- Author Visit: Chantal Kelly-April 11 @ 7:30 p.m. at North Plains Public Library
- Country Western Music Show-April 27@ 6:30 p.m. at Jessie Mays Community Hall
- Playdate-April 28: 1:30-5:00 p.m. at Jessie Mays Community Hall

14. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 9:02 p.m.



David Hatcher, Mayor



Martha DeBry, City Manager/Recorder

Date approved

4/15/13