

CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Monday, November 18, 2013

1. **CALL TO ORDER:** Mayor David Hatcher called the meeting to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher conducted the flag salute
3. **ROLL CALL:** Mayor David Hatcher; Councilors: Michael Demagalski, Michael Broome, Charlynn Newton, and Robert Kindel, Jr.

Excused absence: Council President Teri Lenahan

Unexcused absence: Glen Warren

Staff present: City Manager Martha DeBry, Chief of Police Bill Snyder, Deputy City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 11/04/2013 Council meeting

Motion by Broome. Seconded by Kindel to approve the Consent Agenda. The motion was approved unanimously.

5. **PUBLIC COMMENT:**

Ron Brandt of 31883 NW Claxtar Street presented a proposal to Council to assist with parking restrictions in this new development on the southwest area of town. Brandt would like to see the removal of two no parking signs on the northeast end of Claxtar Street—east of 320th Avenue. Brandt submitted four photos illustrating the possible location of two additional spaces. Staff will take this proposal under consideration.

6. **PRESENTATION:**

- A. Proclamation of thanks to Eagle Scouts for the Wascoe Street Project.

Eagle Scout candidates, Logan and Carson Miller were presented with a proclamation of thanks from the Council and Mayor Hatcher for the construction of a neighborhood pedestrian park at the corner of Wascoe Street and Main Street. They were instrumental in coordinating and organizing the work crews which resulted in a

beautiful product for the citizens of North Plains to enjoy.

B. Proclamation for Fallen Oregon City Reserve Police Officer Robert Libke

Police Chief Bill Snyder addressed the Council and the audience regarding the death in the line of duty of Oregon City Reserve Police Officer Robert Libke. Mayor Hatcher and the North Plains City Council issued this proclamation of heartfelt condolences to the City of Oregon City, its staff, the Officer's family and its citizens.

7. **PUBLIC HEARING:**

None Scheduled

8. **NEW BUSINESS:**

A. Consider adoption of Resolution No. 1806-Declaring Police Vehicle Surplus

DeBry presented the staff report explaining this is a routine request. The 2005 Ford Crown Victoria is eight years old and should become surplus. We anticipate earning about \$5,000-\$6,000 in revenue from the sale. The Chief reported that this vehicle has already been replaced with a 2014 Dodge Charger that has recently come into service.

Motion by Demagalski. Seconded by Broom to adopt Resolution No. 1806 declaring police vehicle as surplus. The motion was approved unanimously

B. Discuss policy of signs at intersection of Commercial Street and Glencoe Road

DeBry explained staff has been approached by several businesses in the past few months regarding the placement of sandwich signs in the traffic island at the intersection of Commercial Street/West Union Road and Glencoe Road. Business owners stated that these signs steer a lot of business into the downtown area. Staff is recommending an interim policy be adopted to test the practicality of allowing signs at the intersection until something more permanent is developed. Details of the proposal were outlined in the staff report. Discussion ensued.

Newton asked of the status of the sign design that was brought before the Council in the early summer. DeBry stated the final design and the associated costs have not yet been submitted to the City.

Hatcher asked of the status of the directional signs staff were to install to direct traffic to the downtown area. DeBry reported the signs are up. Hatcher stated that since most of the Council had not noticed the signs if staff would consider installing larger sized signs.

Motion by Demagalski. Seconded by Broome to approve an interim policy of signs at this intersection. The motion was approved unanimously.

C. Consider approval of the rental of Jessie Mays Community Park for the Twelve Bridges Relay Race on Saturday, May 31, 2014.

DeBry presented the staff report. Double Dog Dare U Events (DDDUE) approached the City to use Jessie Mays Community Park as a staging area for the Twelve Bridges Relay this spring. No one has ever requested to rent the park before so there are no rental fees in place. DeBry has discussed a proposed rental fees with DDDUE and is seeking Council's approval of this arrangement. Discussion ensued. Kindel suggested we keep good records of the condition of the park and the impact this event has on the community. Council suggested we keep track of unforeseen expenses and re-evaluate a fee for the rental of the park after this event.

Motion by Broome. Seconded by Demagalski to approve the use of Jessie Mays Community Park with the agreed rental fees for the Twelve Bridges Relay on Saturday, May 31, 2014. The motion was approved unanimously.

D. Review of October Check Register

Council reviewed the October 2013 Check Register provided by the Finance Department. There were a number of questions from Council of which most were explained and accounted for. Staff will report back to Council regarding the broken window listed with the name, Pat Ewing. Staff thanked Council for their diligence in reviewing the report.

9. **UNFINISHED BUSINESS:**

A. Discussion and approval of specific draft city policies from number 204-251

The draft policy manual was distributed at the 9/16/13 council meeting to give the Councilors time to review and present any changes or concerns. Council directed staff on 10/21 that batches of policies be reviewed at each meeting until they are all approved.

Council went through policies 204-251. Minor changes were made to a few policies. Council directed staff to make these revisions. An edited copy of the manual will be delivered to Council at the end of the process.

10. **ORDINANCES:**

FIRST READING:

A. None Scheduled

SECOND READING:

B. None Scheduled

11. STAFF REPORTS

DeBry reported that Polygon Homes presented their proposal for Sunset Ridge to Planning Commission on November 13, 2013. The plan is for 104 homes and they are looking at breaking ground in April. Polygon is working with the County on the partitioning of the acreage that was annexed from the rest of the parcel.

Sunset Terrace, a 55 unit subdivision has been resubmitted in the area at the far west end of Wascoe Street on the land south of North Plains Elementary School. This subdivision was in the works before the recession. This plan has a minor change due to a wetland adjustment that was necessary.

The McKay Fields property has been picked up by a new national developer.

DeBry mentioned that an annexation proposal may be necessary within the next few years. This will be dependent upon the direction the Council and Planning Commission decide to take with the Comprehensive Plan.

DeBry reported on the Claxtar Street project in Boyles' absence. The final costs are coming in much higher than we had anticipated. The original bid came in around \$460K and we have seen a substantial increase over that. There were additional materials that needed to be purchased to deal with drainage issues and building up the yards to match the new elevation of the street. Boyles is working with Rachael Lembo and the contractor regarding the differences. They will be going through the bills and try to talk it down—both parties must be in agreement. Before anything is finalized, the findings will come back to Council.

Chief Snyder reported on the collaboration with Washington County and Hillsboro law enforcement organizations on training opportunities. The department will see significant savings by coordinating their training programs.

Snyder is working with staff on preparing a banner that they will use on their entry for the Holiday Jingle parade. This banner is to help promote the law enforcement team's participation in the Hood to Coast Relay next summer.

Snyder reported the hours spent on the Glencoe project is down to 20 hours per month from 28 hours per month.

Reserve Officer Josh Brown has been hired by Clackamas County.

12. COUNCIL REPORTS

Mayor Report: Mayor Hatcher went over the December calendar with the Council..

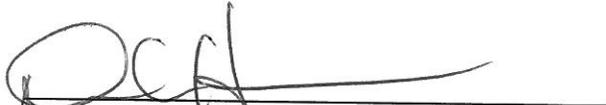
Council Reports:

Newton reported she attended the National League of Cities—Congress of Cities and Exposition in Seattle last week. She stated she came away with many good ideas for our community. Newton will review some ideas of obtainable goals with DeBry and report to Council.

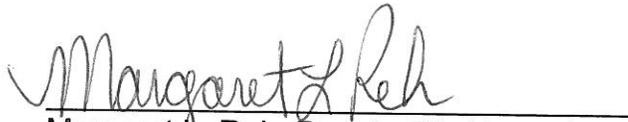
13. **ADVICE/INFORMATION ITEMS:**

- Saturday, November 23: Dance at Jessie Mays at 7:30 p.m.
- Sunday, November 24: Playdate at Jessie Mays from 1:30 to 4:00 p.m.
- November 28 & 29: Thanksgiving Holiday—City Offices and Library Closed
- Thursday, December 5: Jingle Parade

14. **ADJOURNMENT:** Mayor Hatcher adjourned the meeting at 8:21 p.m.



David Hatcher, Mayor



Margaret J. Reh, Deputy City Recorder

Date approved 12/2/13