

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION**

North Plains Senior Center
31450 NW Commercial Street
Monday, September 15, 2014

1. **CALL TO ORDER:** Mayor David Hatcher called the Regular Session of the City Council to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher led the flag salute.
3. **ROLL CALL:** Mayor David Hatcher, Council President Teri Lenahan, Councilors: Charlynn Newton, Robert Kindel, Jr., and Glen Warren

Excused: Michael Demagalski, Michael Broome

Staff present: City Manager Martha DeBry, Chief of Police Bill Snyder; Public Works Director Blake Boyles; City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 09/02/2014 Council meeting

Motion by Warren and seconded by Lenahan to approve the Consent Agenda. The motion was approved unanimously.

5. **PUBLIC COMMENT:**
None were forthcoming
6. **PRESENTATIONS:**
None scheduled
7. **STAFF REPORTS:**

Public Works Director. Blake Boyles reported the Public Works department has gone through 2000 pounds of tar so far with the crack sealing project. They are almost done with the south side of Commercial Street and will continue on with the north side next.

Community Development Block Grant (CDBG) surveys were distributed to the residents on Wascoe Street—east of Main Street. These surveys help determine if the street is eligible to receive CDBG funding. A good portion of surveys have come back and are indicating that too many residents are above the moderate income that would secure a grant.

Chief of Police. Chief Snyder stated Council had expressed an interest in how WCCCA comes up with the amount the City is charged for their services. Snyder distributed a document to Council showing the formula used. Snyder also reported the police department is getting ready for CPR training.

8. **PUBLIC HEARINGS:**

None Scheduled

9. **NEW BUSINESS:**

A. Approval of Resolution No. 1854 releasing matching funds for Food Pantry Canopy

Councilor Broome is organizing a fundraiser dance to purchase building materials for a protective canopy in the driveway at 31311 NW Commercial Street for Food Pantry patrons. Broome had requested Council to match the amount raised from the dance. The preliminary estimate for the building materials is \$755.00. This resolution is asking for approval from the council for matching funds. The fiscal impact would be around \$400. Discussion ensued.

Motion by Lenahan. Second by Warren to adopt Resolution No. 1854 releasing matching funds raised from a dance to be organized this fall, to build a protective canopy over the driveway at 31311 NW Commercial Street. This amount is not to exceed \$400.00. The motion was approved unanimously.

B. Discussion of Vanderzanden property and estimated debt payments

DeBry presented the staff report. Council requested staff to report on the estimated financial burden the City would incur if the one acre piece of property on Commercial Street, east of 311th, were purchased. DeBry stated there are many moving parts to this purchase. The URA has capacity to repay the loan and so does the General Fund. We would need to time this correctly for the URA to fund it.

A low offer of \$350,000 at 4.5% would have an estimated annual cost of \$26,931, and a high offer of \$450,000 at 7% would have an estimated cost of \$37,214.

Rodney Linz, 42315 NW Woollen Road, Banks, Oregon, son-in-law of Frank Vanderzanden, the owner of the property, addressed the Council. Linz gave a history of the property since they purchase of the property back in 1968 and 1971—there are two pieces to it. Linz presented the reason for having the appraisal for the property done. Discussion ensued.

Staff was seeking Council direction on this issue. Discussion continued. One option is to buy it, change the zoning and then resell it as commercial property. It could be used as an economic development tool as it is centrally located. This property could be critical to expanding the downtown area. Council wants to hear what the Planning Commission has to say about this property and the uses for it. This could be discussed again after further revisions on the Comprehensive Plan have been made.

C. August 2014 Check Register

Council reviewed the items on the August Check Register. The staff report included a list of account numbers with the corresponding departments to help clarify some questions Council may have when reviewing the check register. A few questions were asked by the Council and were satisfactorily answered by staff.

D. Approval of reallocating funds from purchasing a snow plow to purchasing a leaf vacuum

Boyles presented the staff report. During preliminary forecasting for the 2014-2015 fiscal budget, both a leaf vacuum and snow plow was requested to be purchased. During the cost cutting period of the budget process, the leaf vacuum was cut and the purchase of the snow plow was chosen. Boyles initially was going to request that instead of the snow plow he would like to purchase the leaf vacuum as there is actually more of a need for the leaf vacuum. There are many leaves that are accumulating from maturing street trees in subdivisions and being able to remove the leaves would help prevent flooding by plugged catch basins.

Boyles has done additional research on the purchase of these two items. He has negotiated the purchase price of the leaf vacuum to \$6200. He would also be able to pick up a snow blade for \$1800. If Council would consider releasing an additional \$1000 from the contingency fund, he would be able to get both items for not much more than what was originally allocated. Discussion ensued.

Motion by Kindel. Second by Warren to reallocate the funds for both the leaf vacuum and the snow blade and release \$1000 from the contingency money to cover the balance.

10. **UNFINISHED BUSINESS:**
None Scheduled

11. **ORDINANCES:**

FIRST READING:
None Scheduled

SECOND READING:
None Scheduled

12. **CITY MANAGER REPORT**

DeBry reported that the Washington County Coordinating Committee is discussing if one or two Area Commissions on Transit (ACT) should be formed in Washington County. The cities can get together and recommend to ODOT transportation project priorities for the area. When the boundaries were redrawn in 2012, North Plains was excluded from the Northwest ACT that encompasses western Washington County, in addition to Columbia, Clatsop and Tillamook counties. Western Washington county, and most of the Portland metropolitan area has traditionally related priorities through Metro's PAC and WCCC. There was a task force that recently presented boundary options for one or two acts, divided between counties and rural verses metropolitan areas.

DeBry advised WCCC that North Plains would prefer to be part of a Washington County ACT, associated with Hillsboro and other nearby communities. She advised that WCCC is in the infancy stage of the process.

The 2nd Annual Pumpkin Run is coming together. We have eight run registrants. Looking for artists that want to carve the large pumpkins. The pumpkins are over 400 lbs.

Chili Cook-off is going to occur on October 16. There has been a change in state laws. People can't just sample entries prepared in non-commercial kitchens. They have to be a judge. The Senior Center chili is available for attendees that don't want to be a judge.

13. COUNCIL REPORTS

Hatcher reminded the Councilors that the joint study session with the City Council and the Planning Commission to discuss the Comprehensive Plans is scheduled for Monday, September 22, 2014 at Jessie Mays Community Hall.

Councilor Newton stated she would not be available to attend the Parks Board meeting on September 24. Lenahan stated she would be in attendance at that meeting.

14. ADVICE/INFORMATION ITEMS:

- Council Candidate Forum at Jessie Mays at 6:30 p.m. on Tuesday, September 30, 2014

15. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 8:15 p.m.



David Hatcher, Mayor



Margaret L. Reh, City Recorder

Date approved 10/06/2014