



## **MINUTES**

**City Council - REGULAR Session Meeting**

**Monday, December 18, 2017 North Plains Senior Center 7:00 PM**

**COUNCIL  
PRESENT:**

Mayor Teri Lenahan; Council President Sherrie Simmons;  
Councilors: Garth Eimers, Larry Gonzales, Robert Kindel, Jr.,  
Cameron Martinez

**COUNCIL  
EXCUSED:**

Russ Sheldon

**STAFF PRESENT:**

City Manager Don Otterman; Library Director Will Worthey; Chief of  
Police Jesse Baker; City Recorder Lori Lesmeister

**OTHER**

Spencer Parsons, Beery Elsner Hammond;

**1 CALL TO ORDER**

Mayor Lenahan called the Regular Session of the City Council to order at 7:00 pm

**2 PLEDGE OF ALLEGIANCE**

**3 ROLL CALL**

a) Councilor Sheldon excused.

**4 CONSENT AGENDA:**

(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)

a) Approval of December 18, 2017 City Council Regular Session Agenda

b) Approval of December 4, 2017 City Council Minutes.

*Motion to approve the Consent Agenda.*

Moved by Councilor Simmons. Second by Councilor Eimers.

Motion was approved unanimously.

**5 PUBLIC COMMENT:**

a) Letter to Mayor Lenahan from Bill Stride regarding economic growth of downtown North Plains

**6 PRESENTATION: None**

## 7 STAFF REPORTS

a) Library Director's Monthly Department Report

Will Worthey gives his Library Report at the 2nd meeting of each month

Worthey stated that the city has received the Oregon Coalition Grant of \$780 to continue the monthly Foreign Movie Night. He is also looking at options with regards to the security company that we now use, ADT/Tyco. He will keep Council updated.

b) Chief of Police Monthly Department Report

Chief Baker gives his report at the 2nd meeting of each month

**Washington County Sheriff Staff Report / Update from Lt. Dave Shook, Cmdr. Kelly Jones gave a brief update of the partnership between Washington County and the North Plains Police Department. They value the relationship and are always available to assist whenever needed.**

c) Public Works Director's Monthly Department Report

Blake Boyles gives his report at the 2nd meeting of each month

Boyles was not in attendance. Lenahan asked for an update on the status of the way-finding signs. Otterman said that the county has required 4X4 posts rather than the 2X4 posts originally on the plans due to the sign and weight of the signs. But Washington County has no standard for 4X4 posts so engineering has to be done to meet ODOT standards. Discussion ensued. There is concern about the delay as this project was done using grant money and there is a timeline for the project to be completed.

d) Land use applications for the previous month

No new application requests in the past month

e) Finance Report

Report will be provided at the 2nd meeting of each month

Otterman said the Public Works line item will be corrected by journal entries. He was asked where the Marijuana Tax Revenue shows on the financial report and how it can be used/tracked. It is under General Fund - Intergovernmental. He will provide that information in an upcoming Council meeting as to it/when/where the funds can/should be used. The question was asked about a city tax. City attorney said that North Plains opted out of the specific city tax and if they decide they want that tax it would need to be presented during the next election cycle to get it on the ballot for approval.

## 8 PUBLIC HEARING:

a) Water SDC Public Hearing continued from Oct. 16, 2017 Council Meeting

Mayor Lenahan opened the continued public hearing at 7:47 pm.

Kyle McTeague from Murray Smith & Associates and Deb Gilardi with Gilardi Consulting, LLC were in attendance. Discussion and questions ensued after Otterman went over the staff report. It was determined that a two million gallon reservoir was sufficient for the needs of the city. There were two charts included in the staff report; one that included the financing of the debt in the SDC's, the other

that does not include the financing charges. Gilardi stated that the estimated water rates are lower than originally anticipated whether Council decides to go with the rate that includes finance charges or does not include financing charges. The rates are based on a 3% interest rate according to Gilardi. More questions and discussion ensued. Otterman stated that he and Public Works Director Blake Boyles will be attending a "One Stop Meeting" in January with the State to discuss the various sources of financing.

Public Hearing closed at 8:10 pm.

Per City Attorney there just needs to be consensus of Council to direct Staff to include the financing charges in the SDC rates and to prepare a Resolution to be brought before Council at the January 2, 2018 Council meeting. Consensus of Council noted.

**9 NEW BUSINESS:**

- a) Oregon Dept. of Transportation Agreement

Brief discussion and questions. Eimers asked if the city has some freedom with the property once it is turned over to the city. Otterman said yes, with approval from ODOT. Gonzales stated he would like to see a bigger North Plains sign on Hwy 26.

- b) Reappointment of John Vater to North Plains Planning Commission

*Move to reappoint John Vater to the North Plains Planning Commission for a term ending December 31, 2021.*

Moved by Councilor Kindel. Second by Councilor Gonzales.

Motion was approved unanimously.

- c) 3J Consulting Planning Services Extension Agreement

*Move that the city council accept the proposal from 3J Consulting for on-call planning services and concur with the city manager's finding that 3J Consulting's prior familiarity/experience with the City's land use planning, and in-depth involvement with current projects, provides "special skills uniquely required" to perform the services contemplated by the contract based on the familiarity/knowledge developed during the previously completed work. The familiarity/experience will be administratively and economically beneficial to the City.*

Moved by Councilor Eimers. Second by Councilor Simmons.

Motion was approved unanimously.

- d) Street Fee in Lieu

Consensus to postpone discussion/action until the January 2, 2018 Council Meeting.

e) Communication Plan

Councilor Eimers provided an updated handout on his suggestions for a Communication Plan for North Plains with a goal to assimilate the town, the area, and the people while providing a more professional appearance. After brief discussion there was consensus to bring this back at the January 16, 2018 Council meeting.

**10 UNFINISHED BUSINESS: None**

**11 ORDINANCES:**

a) Second Reading

Ordinance No. 450 An Ordinance of the City Council of the City of North Plains, Oregon, implementing an institutional and public use zone.

*Move to do second reading of Ordinance No. 450 by title only*

Moved by Councilor Eimers. Second by Councilor Kindel.

Motion was approved unanimously.

*Move to adopt Ordinance No. 450 an Ordinance of the City Council of the City of North Plains, implementing an institutional and public use zone*

Moved by Councilor Eimers. Second by Councilor Simmons.

Motion was approved unanimously.

**12 CITY MANAGER REPORT**

- a) Otterman plans to have a URA meeting in January that will include the project list created a few years ago along with costs associated with each item on the list. He feels the downtown revitalization plan that was started several years ago should be utilized as it was about 70% complete, so much of the work needed is already done. Otterman is having a phone call every other week with Andy Varner to keep him updated on the status of the city and its projects prior to his start date of Feb. 1, 2018. Otterman also gave an update on the Parks Master Plan RFP. We received one proposal so he will be contacting them, along with their references prior to the January 2, 2018 Council meeting where it will be presented for Council approval. Next week's Parks & Recreation Board meeting is canceled. Councilor Eimers requested more trending information be provided in the monthly staff report from the Police Department and Public Works. Councilor Gonzales feels that responding to police calls should take priority over gathering data for a staff report.

**13 COUNCIL REPORTS**

- a) Council reports will be provided by the Mayor and City Councilors on meetings attended and other items

Councilor Gonzales will get more information regarding the Net Neutrality decision when he attends the next MACC meeting, including what, if any, rate changes will occur. Gonzales also let Council know that Andy Varner had emailed him requesting

information about job leads for his wife. Gonzales just wanted to be transparent about the communication.

- b) Review January 2018 Council Calendar and discuss any member changes

**14 ADVICE/INFORMATION ITEMS:**

**15 ADJOURNMENT:**

Mayor Lenahan adjourned the Regular Session of the City Council at 8:57 pm.

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Teri Lenahan, Mayor

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Lori Lesmeister, City Recorder

Date Approved \_\_\_\_\_