

**CITY OF NORTH PLAINS**  
**City Council Meeting—Regular Session**  
Monday, March 18, 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, Glen Warren, Robert Kindel, Jr.

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

4. **CONSENT AGENDA:**
  - A. Approval of regular session agenda
  - B. Approval of minutes of 3/04/2013 Council meeting

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

5. **PUBLIC COMMENT:**

Ron Larson, ODOT Project Manager, presented an update on the Glencoe/Hwy 26 overpass project. He explained the road closure schedule which began the previous night and will continue through March 31, 2013. This overpass will be unique in that lighted pylons are being added to the bridge by ODOT per North Plains' request. Council members voiced some concerns and favorable opinions on the project.

6. **PRESENTATION:**  
None scheduled

7. **PUBLIC HEARING:**  
None Scheduled

8. **NEW BUSINESS:**

- A. Approval of letter to Sunset Park Association

Mayor Hatcher presented a draft of a letter to Banks Sunset Park Association regarding participation in the Oregon garlic festival. Council discussed the verbiage of the letter. After much deliberation, a motion was made by Newton, seconded by Demagalski that M. DeBry would work on the draft with a small group of councilors. After completion, the final copy would be sent out to the entire Council and mailed to the addressees. Motion

was approved unanimously.

B. Financial statements presentation and discussion with Finance Director,  
Rachael Lembo

DeBry introduced Finance Director, Rachael Lembo, to the Council. Lembo presented the 2011-2012 Financial Report received from the City's auditors—Pauly Rodgers and Co., PC. The City received an unqualified opinion from the audit report, which is highly desirable. Lembo walked the Council through specifics of the reports, pointing out highlights that would aid Council to offer suggestions on how to improve for next year.

C. Council to discuss possible water rate increases

DeBry presented staff report to the Council. A rate increase is needed for the Water Fund to address the cash flow needs of the fund. There are two main areas where the City spends funds: Capital Improvement Program (CIP) and operations. The City's water master plan needs to fund several capital projects in the coming five years. Discussion ensued regarding the various projects and costs outlined in the staff report. Mayor Hatcher polled the Council for opinions on what the water rate should be.

Motion by Kindel, seconded by Warren, to proceed with the process to increase water rates by 3% sometime in the next fiscal year. Motion approved unanimously.

This topic will be continued with a resolution to the Council outlining the monthly meter charge and consumption rates.

According to the information in the staff report, a 3% increase may meet most cash needs for the CIP. Low consumption would likely result in higher rate increase in subsequent years.

9. **UNFINISHED BUSINESS:**

None Scheduled

10. **ORDINANCES:**

**FIRST READING:**

- A. 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 by title only.

Motion by Demagalski, seconded by Warren, to read 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 by title only for the first time. Motion approved unanimously.

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

**SECOND READING:**

B. Ordinance No. 414 Municipal Chapter 3.01 Sanitary Sewer System; An Ordinance of the City Council of the City of North Plains, Oregon, amending Chapter 3.01 of Municipal Code Regarding Sanitary Sewer System. Item presented for second reading and adoption. First reading was at March 4, 2013 Council meeting.

Motion by Kindel, seconded by Demagalski, to read Ordinance No. 414, an Ordinance of the City Council of the City of North Plains, Oregon, amending Chapter 3.01 of Municipal Code regarding Sanitary Sewer System, by title only for the second time. The motion was approved unanimously.

Mayor Hatcher read Ordinance No. 414 for the second time by title only.

Motion by Lenahan, seconded by Demagalski, to adopt Ordinance No. 414. The motion was approved unanimously.

**11. STAFF REPORTS**

City Manager DeBry reported Planning is taking up a lot more time. DR Horton is moving forward with their projects. They have submitted their bond. They also applied for an amendment on the McKay Fields project to increase it to 33 homes. Three acres of this area will be dedicated to the City for parks. Ken Fields has approached the City regarding selling some property on the north side of West Union located under the train trestle.

Negotiations with the Highland Court water line being upgraded beyond the new development have been completed. This larger water line will service the whole area off of 307th.

The City Attorney is designing a template to use for future development agreements. The Planning Commission will continue to be the ones deciding the specifics of each development. The Council typically would look over the template for approval.

Lenahan wanted clarification on the Eagle Scout project that was approved at the last meeting. She was wondering why Council was not pressing to have a neighborhood survey conducted before the project began. Discussion ensued. The Eagle Scout had indicated that the survey would be part of the project. Also, the park will be temporary—as there will be no fixed structures placed on the property.

Public Works Director, Blake Boyles reported that the Claxter Street project went out to bid on Thursday. It had been slated to happen the week before, but there were some addendums that needed to be addressed.

Boyles stated he filed the annual MACC grant application that helps to cover operation fees for cable and BUG.

Chief Snyder reported the police department is done with the bulk of their training. They will be finishing up with the firearm training at the end of March.

Councilor Kindel initiated a discussion on the WCCCA financial status.

**12. COUNCIL REPORTS**

Council reviewed the April 2013 Council Calendar.

Mayor Hatcher pointed out that the Statement of Economic Interest forms had been received by each council member. These forms must be filed with the Oregon Government Ethics Commission by April 15. Council has the option to turn the forms in to City Hall for submission to the State, through April 9<sup>th</sup>, 2013.

Hatcher reported on his meeting in Salem with Senator Starr and a senator from Clackamas County area. It was thought the purpose of the meeting was to see if we could get legislature to site composting areas away from municipalities. Mayor Hatcher was discouraged in that the direction was more toward process of material handling options than of zoning.

Councilor Broome informed the Council of the details of the upcoming Country Western dance benefiting the North Plains Senior Center. This event is to be held at Jessie Mays Community Hall on April 27<sup>th</sup>. He has collected over \$260.00 worth of door prizes. McDonalds has donated coupons for the kids to have their own raffle.

Councilor Newton expressed her disappointment in posting the agenda packet on-line prior to council meetings. She felt the handling of the letter written to the Sunset Park Association was a prime example of why she is disappointed. Newton feels the Council should not post agenda packet materials prior to the day following the council meetings. Mayor Hatcher suggested this be a topic at a future council meeting.

**13. ADVICE/INFORMATION ITEMS:**

- Playdate-March 24: 1:30-5:00 at Jessie Mays Community Hall
- Volunteer Recognition Event-April 11: 6:30 p.m. at Jessie Mays Community Hall
- Country Western Music Show-April 27: 6:30 p.m. at Jessie Mays Community Hall
- Playdate-April 28: 1:30-5:00 at Jessie Mays Community Hall

**14. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 9:20 p.m.**

  
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David Hatcher, Mayor

  
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Martha DeBry, City Manager/Recorder

Date approved 4/5/13