CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
North Plains Senior Center
31450 NW Commercial Street
Monday, August 18, 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., Michael Broome and Glen Warren

   Excused: Michael Demagalski

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

4. **CONSENT AGENDA:**
   A. Approval of regular session agenda
   B. Approval of minutes of 08/04/2014 Council meeting

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

5. **PUBLIC COMMENT:**
   No comments were forthcoming.

6. **PRESENTATIONS:**
   None Scheduled

7. **STAFF REPORTS:**

Public Works Director. Blake Boyles reported on the status of the McKay Fields subdivision on West Union. They have started work on the infrastructure and houses will start being built sometime in November. It will be very close to the same timeline as the Polygon project in the east expansion area.

The leak detection inspector will arrive this week. Public Works has this inspection conducted every two years. This inspection ends up saving the city money each time it is completed.

Boyles is working on a Community Development Block Grant (CDBG) that would include Wascoe Street East of Main Street. He will submit the grant proposal to Council at a later date.

Council asked to have a Work Session conducted to educate Council on the Emergency Management Plan the City has in place. They would like to know the logistics regarding where the manual is and how to run the generator.

Chief of Police. Chief Snyder reported a change in communications in the law enforcement community is in the works. This is a large project in which all communication will be going digital. This project will be merging the communication methods of the Washington County and Clackamas County law enforcement agencies. They will be changing out radios, building more sites and towers. This will be a multimillion dollar endeavor over the next few years.

Matt Glem has been hired to replace Officer Peterson. Snyder will have Officer Glem sworn in at one of the September Council meetings.

The Hood to Coast relay is this coming weekend. The team met their goal of raising $10,000 for cancer research. Snyder reported there was a lot of effort put into raising this money and training for the event by the team.

Library Director: The kids Summer Reading Program sign-ups has been going like gangbusters. The adult Summer Reading Program is not going as well this year as last. A genealogy class will be starting in September. The First Friday Flick is going well in the new location at Jessie Mays Community Hall. There are not more people attending, but it is easier to monitor the activities of the attendees.

8. PUBLIC HEARINGS:

None Scheduled

9. NEW BUSINESS:

A. Discussion of proposed open space near McKay Creek and 307th development

DeBry presented the staff report. A preapplication meeting for a subdivision project near 307th was conducted. A conceptual design of this proposed project was included in the Council Packet. If the City could acquire some of the property that may be available from the builder, it could go toward the McKay Creek Walking Trail project which is a part of the City's Comprehensive Plan. Discussion ensued. No decision was made as this item was informational only.

B. Approve Westside Quilters Guild request to include Jessie Mays Community Hall in Public Art Project displaying quilt designs.

Westside Quilters Guild is participating in a public art project to display quilt designs on large buildings such as barns or halls. They had requested the City to consider allowing a quilt which would honor one of their members who recently passed away: Veronica (Roni) Andrews. Ms. Andrews was very active in the North Plains community as a volunteer. Barn quilts are considered art, and there are people who will seek them out as a part of trail designated by the Westside Quilters. Washington County is adjusting its code to allow these quilts in unincorporated areas. This should provide a small benefit to the community by attracting more tourists.

Motion by Kindel. Second by Lenahan to authorize the use of Jessie Mays Community Hall as a site for displaying a Westside Quilters barn quilt. The motion was approved unanimously.

C. Consider Resolution Numbers: 1850 and 1851 Special City Allotment Grant Applications for Pacific Street and Commercial Street

Public Works Director Blake Boyles presented his staff report. Each biennium, the Oregon Transportation Commission disperses funds through the Oregon Department of Transportation to assist small cities with population under 5,000 with grant funds to repair, reconstruct or maintain local streets that are not part of the State Highway system. Boyles had prepared applications for two projects in town and is requesting approval from the Council to pursue applying for these grants. The projects are NW Commercial Street from NW Main Street east 370 feet and the second application is for an 825 foot section of NW Pacific Street east of NW Main Street.

Motion by Lenahan. Second by Broome to adopt Resolution Number 1850 authorizing the submittal of an Oregon Department of Transportation Special City Allotment grant application for NW Commercial Street from NW Main Street east 370 feet. The motion was approved unanimously.

Motion by Warren. Second by Broome to adopt Resolution No. 1851, authorizing submittal of an application to the Oregon Department of Transportation for 2015 Small Cities Allotment Grant Program in the amount of $50,000.00 for NW Pacific Street from NW Main Street east 825 feet. The motion was approved unanimously.

10. UNFINISHED BUSINESS:

None Scheduled

11. ORDINANCES:

FIRST READING:
None Scheduled

SECOND READING:
None Scheduled

12. CITY MANAGER REPORT

DeBry reported there is a golf tournament going on at Pumpkin Ridge this week so we may experience an increase in traffic and business for the town.

Garcia Birthday Band will be playing at the last Concert in the Park on Friday, August 29 from 6:30 to 8:30 p.m. at Jessie Mays. DeBry will be cooking up hot dogs and hamburgers for city staff as an end of the summer celebration and thanks for all the activities everyone worked on through the summer.

13. COUNCIL REPORTS

Councilor Broome asked Council if they would approve a fundraiser dance to raise money to install a covering in front of the yellow house for the food pantry. This would protect individuals from the elements as they wait their turn for food supplies. It was suggested that the cover not exceed 200 sq. ft. and that we get volunteers to construct this covering to keep costs down.

Council asked what steps would need to be taken to install a traffic light at the intersection of Glencoe and Pacific Streets. There is a concern with the increase in homes in the area that congestion will increase at this intersection. DeBry stated a traffic impact study will need to be conducted along with the next subdivision application. Glencoe is a County road so it would ultimately be a county decision.

14. ADVICE/INFORMATION ITEMS:

- North Plains Marketplace every Thursday evening on Commercial Street
- Concerts in the Park: Every Friday night in August from 6:30 to 8:30

15. EXECUTIVE SESSION:

The Council meeting was adjourned into Executive Session at 8:18 p.m. for the purpose of reviewing performance evaluations of the City Manager. Mayor Hatcher closed the Executive Session at 10:50 p.m.

16. ADJOURNMENT: Mayor Hatcher adjourned the City Council Regular Session at 10:51 p.m.

David Hatcher, Mayor

Margaret L. Reh, City Recorder

Date approved 09/02/2014