



## **MINUTES**

**City Council - REGULAR Session Meeting**

**Monday, July 17, 2017 North Plains Senior Center 7:00 PM**

**COUNCIL  
PRESENT:**

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

**COUNCIL  
EXCUSED:**

N/A

**STAFF PRESENT:**

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

**OTHER**

Paul Elsner, 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**

Mayor Lenahan led the Council in the flag salute.

**3 ROLL CALL**

**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 July 17, 2017 City Council Regular Session Agenda

Addition: Washington County Sheriff's Office will provide a report after Chief Baker gives his Staff Report

- b) Approval of July 5, 2017 City Council Minutes  
Approval of June 26, 2017 City Council Special Session Minutes

*Motion to approve the Consent Agenda.*

Moved by Councilor Simmons. Second by Councilor Kindel.

Motion was approved unanimously.

**5 PUBLIC COMMENT:**

*NONE*

**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

Circulation continues to rise. Children's events are being very well attended. There will be a review over the next couple of months of the Strategic Plan (through 2021) that was approved by Council. Worthey has gotten some feedback/ideas on the One City/One Book program from the Library Board, and Worthey invited Council to offer suggestions of books or how the book selection process should take place. The Library is now 50% complete on the picture book re-cataloging. Reminder that International Movie Night is this Friday (not Thursday as usual). Councilor Eimers asked about a comment in Worthey's written Staff Report regarding the budget, specifically an acquisitions module in Polaris for the 2017-2018 cycle. Worthey responded that once data is put into the module there is not an opportunity to make corrections or adjustments to the data. So he will be putting the data in once the Supplemental Budget is complete so that the data in the module will be correct.

b) Chief of Police Monthly Department Report

There will be a representative from the Washington County Sheriff's Office at the meeting to answer questions during Chief Baker's Staff Report.

Chief Baker let Council know that a new Police Officer is now on staff. Steven Shutz is a lateral hire from the Hillsboro Police Department. He is unable to be at this evening's Council meeting because he is currently working a crime scene. Councilor Eimers requested that Chief Baker provide a 'cheat sheet' on call descriptions for the data sheet that he provides for his monthly staff report. Baker will provide that going forward and will show call trends, as well.

Chief Baker introduced Patrol Commander John Cook, Lt. Shook, and Sheriff Garrett from the Washington County Sheriff's Office. Commander Cook gave a brief overview of how the partnership between the City of North Plains and Washington County came about. Lt. Shook went over the calls for service coverage graph that they provided to Council and answered questions from Council. Garrett spoke on the partnership between the two agencies and how well it works. He explained what is covered, service-wise, by taxes including the county jail, drug specialists, crash accident reconstruction team, crisis negotiation team, mental health crisis team, mobile command center, K-9 teams to name a few. He spoke on the plans to build a Law Enforcement Training Center in Hillsboro in the next two years that will be state of the art. Chief Baker and Sheriff Garrett answered questions from Council regarding coverage, activity level, contracting service and looking to the future city needs. Council requested that a representative from the Sheriff's office attend a council meeting quarterly to give an update on their services to the city and answer any questions that Council might have.

c) Public Works Director's Monthly Department Report

Boyles was not in attendance. There were no questions regarding his report.

## 8 PUBLIC HEARING:

NONE

**9 NEW BUSINESS:**

- a) Review of the JUNE 2017 check register. City Manager Otterman told the Council that going through the detailed check information each month is not necessary. Staff could provide a monthly report to Council showing expenditures and revenue. He stated that Council could come in to City Hall at any time and look at the check register if they would like.
- b) Request for surplus action on three (3) PC's (CPU boxes) from the North Plains Public Library and one (1) surplus motor vehicle from the North Plains Police Department

Action on surplus items requires a Resolution. This will be readdressed at the Aug. 7, 2017 Council Meeting with Resolutions.

**10 UNFINISHED BUSINESS:**

- a) Resolution No. 1969 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON, APPOINTING TOM HAUTH TO THE NORTH PLAINS PLANNING COMMISSION

*Move to appoint Tom Hauth to the North Plains Planning Commission*

Moved by Councilor Eimers. Second by Councilor Simmons.

Motion was approved unanimously.

- b) Resolution No. 1970 - A RESOLUTION OF THE CITY OF NORTH PLAINS, OREGON, CLARIFYING THE DECLARATION OF THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2017-2018

*Moved to approve Resolution No. 1970 clarifying the declaration of the Ad Valorem Tax Levy for fiscal year 2017-2018*

Moved by Councilor Sheldon. Second by Councilor Simmons.

Motion was approved unanimously.

- c) **Recology Agreement**

City Manager Otterman addressed questions that the Mayor and Council had regarding the Agreement with Recology with regards to types of feedstock and the price per ton that the city would receive for it. There are also concerns that Recology may start taking product from Beaverton and Hillsboro. Carl Peters, General Manager of Recology was in attendance and answered questions from Council. Peters stated that the city of Beaverton approached Recology about sending their product to them. Peters said the issue is scheduled to go before the Beaverton Council in the next week. He stated that Hillsboro is not anywhere close to making a decision regarding their product and it will be some time before they will be. Peters assured Council that Recology has no plans to bring in any more product on an annual basis than they have been bringing in to date. They are permitted for 80,000 tons, but the max that they bring in is 57,000 tons annually. Questions regarding leaching were answered satisfactorily. Otterman will work with Recology to revise the Agreement and bring it back to Council.

- d) Discussion of Golf Cart Policy for upcoming Garlic Festival and other City events

City Manager Otterman asked Paul Elsner, city attorney, to attend this meeting to give Council information on what is legal and what is not legal with regards to using golf cart on city streets. Elsner stated that there is a state statute that says golf carts are not allowed on public roads. The only exception would be a city specifically designed around a golf course. There could be a special permit to allow for use on closed streets (during a parade, for example), but Elsner stressed that anyone applying for a special permit would need to show proof of liability insurance, be a licensed driver only, the golf carts could be used only on closed streets during specified city events, and limit the number of permits/carts for each event. Elsner said he will take a look at the code section that an Ordinance would amend and bring something back before Council. Otterman said it would be possible to have an emergency meeting if necessary.

**11 ORDINANCES:**

*NONE*

**12 CITY MANAGER REPORT**

a)

City Manager Otterman reported that the city does not have an auditor under contract at this time. Debbie Wagar-Smith, our Financial Consultant, is looking for options. Otterman wants to get someone for a one year term, which will allow the city time to do a more detailed search for a permanent auditor. Otterman also reported that he met with the engineers for Sunset Ridge 2 (East expansion project, 198 homes) and they let him know that they hope to start building homes in January 2018. Otterman says he expects to see a Master Plan for the North expansion (440 homes) sometime this fall. Otterman briefly spoke on the work being done on the buildable lands inventory, he will discuss this more in the URA Executive Session. City Hall will open at 10:00am Wednesday, July 19, 2017 as Otterman will be having a staff meeting that morning.

**13 COUNCIL REPORTS**

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

Councilor Simmons reported that she attended the Planning Commission meeting July 12, 2017 and gave a brief update that they are working on Chapter 16 - Zoning Districts.

Mayor Lenahan reported that Washington County Office of Community Development is going electronic and is urging all cities to 'get on board' now.

- b) Review August 2017 Council Calendars

**14 ADVICE/INFORMATION ITEMS:**  
***NONE***

**15 ADJOURNMENT:**

Mayor Lenahan adjourned the Regular Session of the City Council to a URA Executive Session at 9:09 pm.

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Teri Lenahan, Mayor

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Lori Lesmeister, City Recorder

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