



MINUTES

City Council - REGULAR Session Meeting

Monday, December 21, 2015 North Plains Senior Center 7:00 PM

**COUNCIL
PRESENT:**

Mayor David Hatcher; Council President Teri Lenahan; Councilors:
Robert Kindel, Jr., Sandi King, Charlynn Newton, Sherrie Simmons,
Scott Whitehead

STAFF PRESENT:

Director of Public Works/City Manager Blake Boyles; City Recorder
Margaret Reh

1 CALL TO ORDER

Mayor Hatcher called the Regular Session of the City Council to order at 7:00 p.m.

2 PLEDGE OF ALLEGIANCE

Hatcher led the Council in the flag salute.

3 CONSENT AGENDA:

- a) Approval of 12/21/15 regular session agenda
- b) Approval of minutes of 12/07/2015 Council meeting

Motion to approve the Consent Agenda. Moved by Councilor Lenahan. Second by Councilor Simmons. Motion was approved unanimously.

4 PUBLIC COMMENT: None were forthcoming

5 PRESENTATION

Mayor Hatcher presented the Christmas card the Council received from the North Plains Library Board.

6 STAFF REPORTS

a) Library Director's Monthly Department Report

The Library Director presents her verbal report at the first Council meeting of the month. Library Director Brodie submitted her written monthly report and it was part of the Agenda Packet.

b) Chief of Police Monthly Department Report

Chief Snyder was called away and was not able to attend the meeting. His written report was submitted with the Council agenda packet.

c) Public Works Director's Monthly Department Report

Boyles updated the Council on the high water issues the City has been experiencing with the heavy rainfall this month. Boyles reviewed the items he submitted in his written report with the Council. Boyles updated the Council on the status of the

transition of the Friends of the Library's relocation from Jessie Mays for their on-line book sales fundraising. Lenahan asked if the library had received any news regarding their request for a refrigerator for use at the yellow house.

7 PUBLIC HEARING: None Scheduled

8 NEW BUSINESS:

- a) Adopt Resolution No.1914 Reappointing Stewart King to the Planning Commission.
Motion to adopt Resolution No.1914 reappointing Stewart King to another four year term on the North Plains Planning Commission. Moved by Councilor Lenahan. Second by Councilor Simmons. Motion was approved unanimously.
- b) Recognition of the Envision North Plains Steering Committee for their work on the Vision Statement for the North Plains Comprehensive Plan

The Council recognized and thanked the members of the Envision North Plains Steering Committee for all their time and work they contributed in the creation of the 2035 Vision Statement. This steering committee was an advisory body charged with reviewing technical studies, surveys, and reports. They contributed constructively to discussions by providing comments and recommendations for the creation of the vision statement. This committee met for five committee meetings, helped create language for a community survey and participated in additional public meetings in which they assisted in hosting.

The members of this committee were:

| | |
|----------------------|------------------|
| Bertony Faustin | Suzanne Boyer |
| Garth Eimers | Sheila Hardwick |
| Sheri Johnson | Analiese Jones |
| Paul Kindel | Nicole Lillegard |
| Lori Luce | Trista Papen |
| Renee Remy | Jason Reynolds |
| Joyce Reynolds | Angela Surratt |
| Jane Willhoite Fults | |

- c) Adopt Resolution No.1915 Accepting the Comprehensive Plan Vision Statement submitted by the Envision North Plains Steering Committee
Motion to adopt Resolution No.1915 accepting the 2035 Vision Statement for the North Plains Comprehensive Plan. Moved by Councilor Simmons. Second by Councilor Whitehead. Motion was approved unanimously.
- d) Adopt Resolution No. 1916 Authorizing the City Manager to enter into an agreement for On-Call Professional Engineering Services with Murray Smith and Associates.

Boyles presented the staff report. Murray, Smith and Associates (MSA) have been in contract with the City for engineering services since 2004. This resolution would be renewing the contract with MSA for on-call professional engineering services.

Motion to adopt Resolution No.1916 authorizing the City Manager to enter into an agreement for on-call professional services agreement between Murray, Smith & Associates, Inc., and the City of North Plains, Oregon, to provide on-call engineering consultant services in the capacity of city engineer. Moved by Councilor Kindel. Second by Councilor Lenahan. Motion was approved unanimously.

- e) Adopt Resolution No.1917 Authorizing the City Manager to enter into an agreement with Murray Smith and Associates, for General Professional Engineering Services for the Ghost Creek Trail Project and approving the scope of work.

Lenahan pointed out that Attachment B on the agreement had a different dollar amount than the text of the agreement and what was listed on the resolution. Boyles will verify the amount.

Motion to approve Resolution No.1917 with the amount of the contract not to exceed \$74,538 for the engineering work on the Ghost Creek Trail Project. Moved by Councilor Lenahan. Second by Councilor Simmons. Motion was approved unanimously.

- f) Adopt Resolution No.1918 Accept employment contract for City Manager Blake Boyles

Mayor Hatcher explained the process that was taken in the drawing up of the contract for the City Manager position. A brief discussion ensued.

Motion to approve Resolution No.1918 authorizing the Mayor to enter into an employment contract with City Manager Blake Boyles. Moved by Councilor Whitehead. Second by Councilor Simmons. Motion was approved unanimously.

- g) Review of the November 2015 check register.

Council reviewed the items on the November 2015 Check Register. The staff report included a list of account numbers with the corresponding departments to help clarify questions Council may have while they were reviewing the check register. A few questions were asked by the Council and were satisfactorily answered by staff.

9 UNFINISHED BUSINESS: None Scheduled

10 ORDINANCES:

- a) First Reading
None Scheduled
- b) Second Reading
None Scheduled

11 CITY MANAGER REPORT

Boyles updated the Council on his schedule for the next few weeks. Boyles will be out of the office and will leave Police Chief Bill Snyder in charge.

12 COUNCIL REPORTS

A brief discussion ensued regarding the status of the Planning Commission's work on

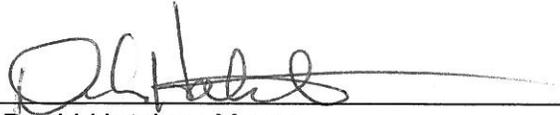
zoning for marijuana facilities.

13 ADVICE/INFORMATION ITEMS:

- Christmas Eve, Thursday, December 24-City offices and Library closing at 2:00 p.m.
- Christmas Day, Friday, December 25-City offices and Library closed
- New Year's Day Holiday, Friday, January 1, 2016-City offices and Library closed
- Western Washington County Cities' Joint Legislative Session: Thursday, January 7, 2016 @ 5:30 p.m.-Forest Grove Senior and Community Center
- North Plains Annual Crab Feed on Saturday, January 16, 2016 at Jessie Mays
- Martin Luther King, Jr. Day, Monday, January 18, 2016-City offices and Library closed
- Community Night of Comedy-Friday, January 29, 2016 at 6:00 p.m. at Jessie Mays Community Hall

14 ADJOURNMENT:

Mayor Hatcher adjourned the Regular Session of the City Council at 7:37 p.m.



David Hatcher, Mayor



Margaret L. Reh, City Recorder

Date Approved 01/19/2016