



MINUTES

City Council - REGULAR Session Meeting

Monday, June 20, 2016 North Plains Senior Center 7:00 PM

COUNCIL PRESENT: Council President Teri Lenahan; Councilors: Robert Kindel, Jr., Sherrie Simmons, Scott Whitehead

COUNCIL EXCUSED: Mayor David Hatcher; Councilor Charlynn Newton

STAFF PRESENT: City Manager Blake Boyles; Library Director Debra Brodie; Finance Manager Rachael Lembo; Interim Chief of Police Jesse Baker

1 CALL TO ORDER

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

2 PLEDGE OF ALLEGIANCE

Lenahan led the Council in the flag salute.

3 CONSENT AGENDA:

- a) Approval of 06/20/2016 City Council Regular Session Agenda
- b) Approval of 06/06/2016 City Council Minutes.

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

4 PUBLIC COMMENT: None were forthcoming

5 STAFF REPORTS

- a) Library Director's Monthly Department Report

Library Director Debra Brodie informed the Council the July Library Board meeting has been cancelled. The Library Board will be hearing about the results of hiring the new Library Director position at the August Library Board meeting.

There will be a reception on July 23 for library employee Sam Ramirez. Ramirez will no longer be working on the front desk at the library, but he will continue doing some IT work after hours. Lenahan stated this will be a big loss for the library as he has been an incredible member of the library team.

A short discussion ensued regarding the quilt display. The Westside Quilters Guild donates a quilt each year for the library to sell raffle tickets. The current quilt raffle has been running since last August and the winner will be drawn at the 2016 Elephant Garlic Festival. Westside Quilters Guild has already lined up a quilt for next year's raffle sales. In August, the Westside Quilters Guild will provide two quilts for

display at the library that were made by the famous children's author Laura Ingalls Wilder.

Councilor Whitehead thanked the Library for sponsoring the evening with holocaust survivor Alter Wiener. Whitehead stated it was a very moving story that was told. Brodie stated 160 people were in attendance at the event. Lenahan was very happy to see it well attended and was sorry she missed it due to having to attend another meeting.

b) Public Works Director's Monthly Department Report

Boyles reported the artist has begun the work on the mural project on the metal buildings on Commercial Street. The work will continue through the summer with the intent to near completion by the Garlic Festival. Boyles informed the Council of the design plan for the project.

6 PUBLIC HEARING:

a) Approval and Adoption of FY2016-17 North Plains Budget

Council President Lenahan opened the public hearing at 7:12 p.m. Finance Manager Rachael Lembo presented the budget report. Lembo clarified the budget document in the packet is what the Budget Committee approved. Discussion ensued.

Lembo asked if there were any questions regarding the state revenue sharing or the certifying of our municipal services to receive the revenue shares. There were none.

Lenahan closed the public hearing at 7:20 p.m.

Lenahan explained that the three resolutions would be addressed separately.

Motion to approve Resolution No.1940 Adopting the Annual Budget for Fiscal Year 2016-17. Moved by Councilor Simmons. Second by Councilor Kindel. Motion was approved unanimously.

b) Approval of Resolution No.1941 Declaring the City's Election to Receive State Shared Revenues for Fiscal Year 2016-2017.

Motion to approve Resolution No.1941 declaring the City's election to receive State Shared Revenues for Fiscal Year 2016-2017. Moved by Councilor Kindel. Second by Councilor Simmons. Motion was approved unanimously.

c) Approval of Resolution No.1942 Certifying the Provision of Municipal Services Enumerated in ORS 221.760 and Establishing the Eligibility of the City to Receive State-Shared Revenues for Fiscal Year 2016-2017.

Lembo had explained this resolution is confirming the City provides the required services to participate in the state revenue sharing.

Motion to approve Resolution No.1942 certifying the provision of municipal services enumerated in ORS 221.760 and establishing the eligibility of the City to receive State-Shared Revenues for Fiscal Year 2016-2017.

Moved by Councilor Kindel. Second by Councilor Whitehead. Motion was approved unanimously.

7 NEW BUSINESS:

- a) Approval of Resolution No.1943 Appointment of Carol Lofgren as Library Board Member.

Brodie introduced Carol Lofgren to the Council and announced Lofgren is the Library Board's recommendation for appointment to the open position on the Library Board. The Council asked a few questions of Lofgren.

Motion to approve Resolution No.1943 appointing Carol Lofgren as a Library Board member. After the motion was approved, the Council welcomed Lofgren aboard.

Moved by Councilor Simmons. Second by Councilor Whitehead. Motion was approved unanimously.

- b) Approval of Resolution No.1944 renewing contract with Beery, Elsner and Hammond for legal services

Boyles stated the contract with Beery, Elsner and Hammond (BEH) is reaching its sunset. This resolution approves the renewal of the Personal Services Contract with BEH. Discussion ensued.

Motion to adopt Resolution No.1944 renewing contract with Beery, Elsner and Hammond for legal services. Moved by Councilor Kindel. Second by Councilor Simmons. Motion was approved unanimously.

- c) Discussion regarding Reservoir Site Information

Boyles brought the Council up to speed for what is happening with the search for property to install a second reservoir. This would be for an emergency back-up source on the east side of the city and would provide a three day supply of water for the community. The City will be installing a two million gallon tank and a pump station on the property. Staff is looking at two parcels out on West Union. One of the parcels is 3.05 acres. Boyles stated a contractor is interested in purchasing the front acre of this parcel to develop a construction office. Since the City does not need the full three acres for the reservoir this sale will keep the City from being a landlord or having to try to find a buyer for that property. Staff is working with Real Estate agent Stewart King on the available properties.

Boyles will bring this item back to the Council. This item was informational only at this time.

- d) Approval of Resolution No.1945 Appointment of City Councilor

Council had an opening as a result of the resignation of Councilor Sandi King in April. The opening had been noticed and citizens were given an opportunity to apply for this position. Larry Gonzales applied for the position.

Council President Lenahan invited Gonzales forward. Council asked questions of Gonzales. Gonzales has been on the North Plains Planning Commission for a little

over two years. Gonzales gave a brief history of his experience working on committees and boards. Discussion ensued.

Motion to adopt Resolution No.1945 appointing Larry Gonzales to the City Council. Gonzales will be sworn in at the July 5, 2016 Council meeting. Moved by Councilor Kindel. Second by Councilor Simmons. Motion was approved unanimously.

e) Approval of Resolution No.1946 Adopting the FY2015-2016 Supplemental Budget

Finance Manager Rachael Lembo presented the proposed supplemental budget report to the Council. Lembo walked the Council through each fund explaining each impact to the budget. Discussion ensued throughout the report.

Motion to approve Resolution No.1946 adopting the FY 2015-16 Supplemental Budget. Moved by Councilor Whitehead. Second by Councilor Kindel. Motion was approved unanimously.

f) Approve Resolution No.1947 Changing a fee on the Master Fee Schedule

Lembo presented the staff report. City Council approved a number of changes on the 2016-17 Master Fee Schedule about a month ago. Lembo explained there was one more change to the land use permits that has come up that needed to be revised. Staff is recommending adding a new line for a remodel/alteration or detached accessory structure for an existing residence.

Motion to approve Resolution No.1947 changing a fee on the Master Fee Schedule. Moved by Councilor Simmons. Second by Councilor Whitehead. Motion was approved unanimously.

g) Adoption of Resolution No.1948 approving a long term noise variance for ODOT during a Major Bridge Maintenance Project on the NW Glencoe Road Interchange.

Boyles presented the staff report. ODOT has a resurfacing project to do on the Glencoe interchange this summer. They will be doing work during the night and early morning hours and are requesting a noise variance for the duration of the project.

ODOT will be providing a noise hotline phone number that will be available for residents should the need arise to use it.

Motion to adopt Resolution No.1948 approving a long term noise variance for ODOT during a Major Bridge Maintenance Project. Moved by Councilor Kindel. Second by Councilor Simmons. Motion was approved unanimously.

h) Review of the May 2016 check register.

Council had reviewed the check register and had no questions at this time. This item was informational only.

8 CITY MANAGER REPORT

Boyles met with the North Plains Events Association (NPEA) and discussed the different aspects of the events and determined which responsibilities would be that of the City or that of the NPEA. Boyles also stated that since the Elephant Garlic Festival is a city event

there isn't a need for the NPEA to come before the Council every year requesting the waiver of fees associated with the event.

Acting Police Chief Jesse Baker was called away earlier in the meeting. Upon his return, Baker reported the department is doing well. Whitehead complimented Baker on the message posted on the police website. Council is pleased with the direction the police department is taking toward becoming a community policing organization. Baker informed the Council of the long range plan moving forward. Baker wants to see the department return to the basics. In the past the department was having citizens call in all issues to the dispatch center in order document the calls to service. Baker stated they can do this from the laptops in the car to show they are on a call. Baker stated it is a small town and the police staff need to take the time to say hello and address the public when they stop in City Hall.

Baker also brought up the topic of body worn cameras and the status of that program. Baker also gave an historical update on the dash mounted cameras and the direction he would like to go with those. Discussion ensued.

Baker is also working on developing an inventory list and a process for logging and recording who is using what equipment. Baker is also looking into software to manage training records. Baker stated he will keep the Council informed of programs and policies he is looking into. He would like to see each Council member do a ride along to experience what it is like to do a shift. Baker emphasized he welcomes communication from the Council.

9 COUNCIL REPORTS

Nothing to report.

10 ADJOURNMENT:

Council President Lenahan adjourned the Regular Session of the City Council at 8:41 p.m.



Teri Lenahan, Council President



Margaret L. Reh, City Recorder

Date Approved 07/05/16