

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Monday, May 20, 2013
7:00 P.M.**

1. **CALL TO ORDER** Mayor David Hatcher called the meeting to order at 7:00 p.m. Mayor Hatcher asked for a moment of silence for the disaster in Oklahoma.
2. **PLEDGE OF ALLEGIANCE:** Hatcher conducted the flag salute.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Michael Broome, Michael Demagalski, Charlynn Newton, and Glen Warren

Excused Absent: 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 5/06/2013 Council meeting

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

5. **PUBLIC COMMENT:**
There were none forthcoming

6. **PRESENTATION:**

Mayor Hatcher invited Nick Jones, Paramedic Supervisor, Metro West Ambulance, forward. Jones expressed his thanks to the Council and the city of North Plains for their commitment and continued support of EMS in Washington County. Jones presented a plaque to Hatcher on behalf of the EMS workers in the North Plains area.

Motion by Lenahan, seconded by Demagalski to authorize the mayor to submit the proposed proclamation: Declaring the week of May 19-25, 2013 as Emergency Medical Services Week. Hatcher proclaimed May 19-25, 2013 as Emergency Medical Services Week.

7. **PUBLIC HEARING:**
 - A. State Revenue Sharing.

DeBry explained that every year we have to have two public hearings regarding the State

Revenue Sharing dollars. This amounts to approximately \$13,000 this year. This meeting was the second of these required public hearings. The first was heard before the Budget Committee on May 13, 2013. DeBry asked Hatcher to open the public hearing and accept comments to satisfy the state requirements.

Hatcher opened the public hearing at 7:05. Hearing no public testimony Mayor Hatcher closed the public hearing at 7:05:20.

Discussion ensued regarding the estimated dollar amount of State Revenue dollars and how it is applied to the General Fund. There was no further action required of the Council at this meeting.

8. NEW BUSINESS:

- A. Council consider making a donation to the First LEGO League for the purchase of robotics equipment and waive rental fees for Jessie Mays.

Roger Newton, Chancellor Commander of the Knights of Pythias and John George appeared before the Council. Last year John George asked the Pythians for a donation to support the First Lego league team in North Plains and they were able to do that. This year the Knights of Pythias youth budget has been spent. They are asking the Council to consider a matching donation of \$270.00. Discussion ensued.

Motion by Lenahan. Seconded by Warren to support the Lego League and match the Knights of Pythias' donation of \$270 and to waive the fees for the use of Jessie Mays Community Hall.

- B. Farmers' Market request to close Commercial Street August 17, 2013

DeBry presented her staff report. In March, the Farmers' Market Board requested and received Council's approval for the closure of Commercial Street on July 20. The purpose of the closure was to host a Farm Truck and Tractor Show between 7 a.m. and 4 p.m., which would be a fund raiser for the Farmer's Market.

The Market is now requesting August 17, 2013 instead of July 20. The event would include the show and a barbeque hosted by the Senior Center.

Staff supports the closure of the street to attract more visitors to the downtown area and fundraise for community groups.

Discussion ensued. There was a concern that this is the same weekend as the Bank's Tractor Pull and the North Plains Chamber of Commerce Elephant Garlic festival that is being held in the City of Banks. The concern is that it would be perceived as North Plains competing with the event. With all the controversy that has already transpired surrounding this event, some members of the Council strongly suggested that the Farmer's Market Board choose a different day for their Truck and Tractor Show.

Motion made by Demagalski to approve the street closure on August 17, 2013. Motion failed due to lack of second.

Council directed DeBry to return to the Farmer's Market Board with the Council's concerns and to see if another day will work for them.

C. Council to discuss a discount for water rates for seniors and persons on fixed income.

Council recently adopted a change in water rates to be effective October 2013. DeBry stated that at that time some Councilors expressed concern about rates increasing for seniors and persons on fixed incomes. The City of North Plains does not offer discounts for seniors and disabled persons. Some agencies such as Portland Water Bureau offer credits to low-income households. Cornelius offers a \$5 monthly discount to seniors for water bills. Forest Grove, Banks, Beaverton, and Hillsboro do not offer a discount.

The process for determining if a household is low-income or in poverty is not as objective as something like age. Variables such as age and size of household could be considered to make such a determination.

Discussion ensued. Council could authorize discounts that would help offset the rate increase. Because of limited resources, the City would need to rely on a self-certification process to establish eligibility for the credit. Recertification would be required on an annual basis. This can be accomplished using the water bill/newsletter.

A different alternative the Council could consider is providing relief from the Transportation Utility Fee (TUF) which is billed with water and is currently set at \$1.30 for a single family home. While this would not affect the income of the water fund, it would reduce income for the street fund.

Any loss of income to the water fund would need to be evaluated with subsequent water rate increases. It may have some impact on future water increases. Fortunately, the City will have more new homes added to the rate base which may help offset all or some of this loss.

D. Council to consider approving renewal of contract with City Attorney.

DeBry presented her staff report. The current contract with Beery, Elsner and Hammond, LLP is set to expire on June 30, 2013. The term of the new contract is for three years, unless terminated earlier by the City. Staff is recommending that Council renew this contract by Resolution.

Motion by Demagalski. Seconded by Warren to adopt Resolution Number 1786: A Resolution of the City Council of the City of North Plains, Oregon, Authorizing Execution of a Professional Services Agreement between Beery, Elsner and Hammond, LLC, and the City to Provide Legal Services. The motion was approved unanimously.

E. Council to review April 2013 Check Register

Council reviewed the April 2013 Check Register. There were a few clarifying remarks. No action was required. This item was for information only.

9. **UNFINISHED BUSINESS:**

None Scheduled

10. **ORDINANCES:**

FIRST READING:

A. Ordinance No. 417: An ordinance of the City Council of the City of North Plains, Oregon, amending Municipal Code 6.15 Business Licenses. This item is for first reading by title only.

SECOND READING:

B. Ordinance No. 416 Municipal Chapter 16.80; An Ordinance of the City Council of the City of North Plains, Oregon, Approving Amendments of Municipal Code Chapter 16.80 Sign Standards—Zoning and Development Code Regarding Signs: (12-009-01-ZDA). This item is for second reading and adoption.

Councilor Warren made a motion to adopt Ordinance No. 416.

Substitute motion was made by Kindel. Seconded by Lenahan to amend motion to include the wording "in poor repair" in place of "substantially damaged" in Section 16.80.045.A9D Highway Signs.

Hatcher read the ordinance by title.

On a motion by Demagalski and seconded by Warren Ordinance 416 was unanimously adopted.

11. **STAFF REPORTS**

DeBry reminded the Council of the Ice Cream Social coming up on Tuesday, June 4th, 2013 at 6:30 p.m. It will take place at Jessie Mays Community Hall and will have live music.

Increased time is being spent on Planning. McKay Fields is proceeding. There are additional variances and partitions being applied for. The East Expansion area is moving forward. There has been an amended master plan due to some wetland issues. It has been seven years since the original plans were drawn and there are different ways of interpreting allowable development and wet land requirements. In order to meet the density requirements of 8.4 dwelling units per acre, they will be building on smaller lots Polygon is the interested party for the development of the 24 acres. Hatcher expressed a concern of the additional work load that accruing for staff. He stated that DeBry was hired to be the

City Manager, not the Planner. Discussing ensued regarding how staff will handle this workload.

Public Works Director Boyles reported that the new swings have been installed and are being well used.

Boyles also reported on the status of the walking trail tunnel being installed under the interchange at Glencoe and Highway 26. They are working on redrafting the alignment of the walking trail and are working with ODOT and the property owners on the details.

There was an issue on the Claxtar Street project when the contractor dug right through the phone line. The locator company had not marked the area indicating the line was buried there. Phone service was out for most of the day as a result.

Public Works hired two new employees for temporary summer help.

Public Works installed six new beds in the Community Gardens. The first six individuals on the waiting list will be contacted of the availability.

Police Chief Snyder reported on the status of the electronic speed sign set up on North Avenue. He will compile the statistical data and report back to the Council.

12. COUNCIL REPORTS

Lenahan attended the May Planning Commission meeting and reported that the plat for McKay Fields was approved by the Commission.

Lenahan reported the survey for the City Manager Review was scheduled to be sent out to all staff tonight. The goal is to have the review process completed by the end of June.

13. ADVICE/INFORMATION ITEMS:

Memorial Day: Monday, May 27, 2013-City Offices Closed

14. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 8:44 p.m.



David Hatcher, Mayor

Martha DeBry, City Manager/Recorder

Date approved 6/3/13