

CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION

Jessie Mays Community Hall
30975 NW Hillcrest Street
Monday, March 17, 2014

1. **CALL TO ORDER:** Mayor David Hatcher called the Regular Session of the City Council to order at 7:18 p.m.
2. **PLEDGE OF ALLEGIANCE:** Flag salute was conducted at the beginning of the URA meeting just prior to this meeting.
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Michael Broome, Michael Demagalski, Robert Kindel, Jr., and Glen Warren

Excused Absent: Charlynn Newton

Staff present: City Manager Martha DeBry, Chief of Police Bill Snyder, Public Works Director Blake Boyles, Finance Director Rachael Lembo, Management Analyst Jennifer Knowles, Deputy City Recorder Margaret Reh

4. **CONSENT AGENDA:**

- A. Approval of regular session agenda
- B. Approval of minutes of 03/03/2014 Council meeting

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

5. **PUBLIC COMMENT:**
None forthcoming

6. **STAFF REPORTS**

Public Works: Director Boyles reported he met with ODOT regarding the Trail Project. It has been a while since they have met. Everything is still on board as far as the \$1M for the project. The only change is that the money is coming from the Federal program instead of the State. This will allow the State to help us with in-kind engineering plans that we can have drawn up before we get an actual design engineer on board. There are six different ideas that have been discussed. Will be going into design review around September and will start the project next year.

Police Dept.: Chief Snyder reported he is spending time getting ready for trial on a couple of cases. The department is also preparing to get on board with the marijuana dispensary issue depending on the outcome of the discussion of the Council.

7. **PRESENTATION:**

U.S. Army Colonel (Ret.) Herb Hirst of Employer Support of the Guard and Reserve (ESGR) addressed the Council. ESGR is a Department of Defense agency that seeks to

develop and promote a culture in which all American employers support and value the military service of their employees. Hirst is seeking the Councils' support for the Guards and Reserves and their rights concerning employment while performing active duty responsibilities.

Motion by Demagalski and seconded by Warren to approve a sign of support of the Guard and Reserves. Motion was approved unanimously. Hirst presented Council with a plaque which visibly confirms this support for employees who are members of the Guard and Reserve. He also presented a cd to the city that explains what the employer's responsibilities are.

8. PUBLIC HEARING:

None Scheduled

9. NEW BUSINESS:

A. Approval of Smokehouse Summit Event

DeBry presented the staff report regarding the Smokehouse Summit. She stated the need to make a commitment to the Pacific Northwest Barbeque Association (PNWBA) to guarantee the purse in order to start recruiting competitors for the event. DeBry was seeking the approval of the Council to submit to the PNWBA the guarantee of the purse. Discussion ensued. This barbeque event is a fundraiser for the North Plains Senior Center.

Cindy Hirst, 31871 NW Lenox Street, of the North Plains Chamber of Commerce, commented that this event raises many concerns from North Plains' businesses point of view. They feel it will affect their bottom line and are concerned about their income. Hirst is hoping the coordinators of this event would be able to work closely with the business owners on how to capitalize on the event. Hatcher asked if this type of marketing is something the Chamber can take on with the businesses. Hirst stated there is not enough time to coordinate this.

Hirst also inquired if the City has a policy in place as to how to decide which organization is the recipient of funds raised by the different events the city is sponsoring. Hirst was informed that there is not a policy in place, but it is always a non-profit. Hirst suggested that perhaps the City keep 1-2% of the extra funds to put toward turning the lot on Kaybern into a parking lot—the City is also a non-profit. This lot could provide at least 30 additional parking spaces the community could use.

Motion by Demagalski and seconded by Warren to approve the Smokehouse Summit. The motion was approved unanimously.

B. Discussion of combining Farmers' Market and Annual Ice Cream Social

Cindy Hirst and Vanessa VanDomelen, 14560 NW Dairy Creek Road, both from the Farmers' Market proposed to the Council to consider merging the Annual Ice Cream Social with the opening night of the new Thursday Marketplace. Council was presented with a staff report in the Council packet. Discussion ensued regarding the logistics of moving the Ice Cream Social from Jessie Mays to Commercial Street.

Motion by Demagalski and seconded by Warren to move the 2014 15th Annual Ice Cream Social to Commercial Street on June 5, 2014, the first night of the Thursday Marketplace. The motion was approved unanimously.

C. Report on comparison of cost of Moonlight printing and distributing the City Newsletter compared to staff copying and distributing it.

Mayor Hatcher requested staff provide information on the cost of printing water bills through Moonlight BPO vs. printing in-house. Staff submitted the information that was provided to Council in 2011 and provided an updated spreadsheet with the comparison of these two options. Discussion ensued. The inclusion of the City newsletter that is printed and distributed along with the water bills has added to the cost, but there is significant reduction in staff time by outsourcing the printing. Moonlight is eligible for discounted postage because of the volume of mailings they do. No action taken. This item was informational only.

D. Approval of Resolution No.1822 terminating temporary reductions in System Development Fees

Staff was directed to draw up a resolution for Council that terminates the incentive program that was created to encourage in-fill development of single family homes by temporarily reducing System Development fees. This item was discussed in detail at the March 3, 2014 Council meeting.

Motion by Demagalski and seconded by Broome to approve Resolution No. 1822 terminating temporary reductions in System Development Fees. The motion was approved unanimously.

E. Discussion of scheduling Budget Committee dates

DeBry stated that Council needs to set the dates for the 2014-15 Budget Committee meetings. The Budget Committee may need 2-3 meetings to finalize and submit a recommendation to Council to adopt the budget. Discussion ensued. The first Budget Committee meeting will be held on Monday, April 14, 2014 at 7:00 p.m. at Jessie Mays Community Hall. If a second meeting is necessary, it was suggested to meet on May 12th. Staff will notify the budget committee members. There are five vacancies on the Budget Committee at this time.

F. Consider Budget Committee Appointment: Cynthia Hirst

Motion by Kindel and seconded by Demagalski to approve Resolution No. 1823, the appointment of Cynthia Hirst to the Budget Committee. The motion was approved unanimously.

G. Discussion on prohibiting the location of medical marijuana facilities within the City of North Plains

DeBry presented the staff report. Recently State law was enacted allowing medical

marijuana facilities to be located in areas zoned Commercial and Industrial. A second Senate Bill was passed that allows local governments to enact a moratorium on allowing marijuana dispensaries until May 2015. During that time we can look at our zoning code to make sure the facilities will fit to the code. This item was for discussion only.

H. Discussion of February Check Register

The February Check Register was submitted to Council for review.

Lenahan asked of the status of the Speight nuisance abatement. There is a hearing coming up at the Washington County Courthouse—it has been a very long process. It may be as late as April or May before we see an end to this.

I. Distribution of Statement of Economic Interest forms

Statement of Economic Interest forms were distributed from the State Ethics Committee. Council members will have until April 15, 2014 to complete their forms and submit them to the state.

10. UNFINISHED BUSINESS:

A. Discussion and approval of specific draft city policies from number 614-631

Council went through policies 614-631.

Hatcher asked that the Policy Number 627-Communications, be sent to legal to review since our IT Support is now with Hillsboro instead of a private entity. Staff will have the attorney take another look at it as our technology has changed. This policy will come back to Council.

Lenahan is concerned with Policy Number 630-Whistleblower and feels it is too simple. Hatcher directed Staff to ask Legal if it needs to be beefed up in order to protect us.

An edited copy of the manual will be delivered to Council at the end of the process.

B. Discussion of 4th of July Fireworks

DeBry presented the staff report. For the past two years, Recology has funded a fireworks show after the 4th of July celebration downtown. This is the first year Council gets to decide if we are going to spend some of the money received from Recology on fireworks or not. We don't have a specific sponsor at this time for fireworks. A fundraising goal has been set and staff is seeking approval from Council to expand the efforts for fundraising to ask residents if they want to support it. Council was also asked to be considering that if we do need to buy fireworks, would Council want to spend money on this.

11. ORDINANCES:

FIRST READING:

None Scheduled

SECOND READING:

None Scheduled

12. CITY MANAGER REPORT

B. Duyck and M. Abeln have left the employment of the City of North Plains. Staff has received between 40-50 applications for the Utility Worker position.

Staff has painted city hall. Everyone is invited to stop by and take a look at it.

DeBry has been speaking with the City Manager of Banks about sharing a person on a part-time basis to focus on economic development.

13. COUNCIL REPORTS

Broome reminded everyone that we are holding a dance on Saturday night. This will be the last dance the City is sponsoring for the season. The dances will start again in September.

Kindel inquired if we have funds in the budget to purchase a larger screen for viewing presentations. Margaret Wold stated she has a brand new screen at the senior center that they are not going to be using. DeBry stated we could look into having it mounted from the ceiling and we could perhaps change the orientation of the Council Chamber.

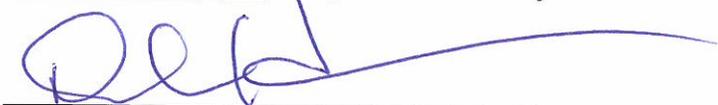
Senior Center remodel is supposed to be completed by April 8th. Margaret Wold will keep Council posted.

Hatcher invited everyone to attend the Volunteer Recognition Spaghetti Dinner on Thursday, April 10.

14. ADVICE/INFORMATION ITEMS:

- Saturday, March 22: Benefit Dance at Jessie Mays @ 7:30 p.m. (proceeds to North Plains Elementary School for Art Supplies-Council matching funds)
- Sunday, March 23: Playdate at Jessie Mays @ 1:30 p.m.
- Thursday, April 10: Volunteer Recognition Spaghetti Dinner at Jessie Mays @ 6:30.
- Saturday, April 12: Kukatonon Children's African Dance Troupe at Jessie Mays @ 1:00 (rescheduled to this date because of the snow in February)
- Saturday, April 19: Spring Country Classic Dance sponsored by NP Senior Center at Jessie Mays @ 7:30 p.m.

15. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 9:20 p.m.



David Hatcher, Mayor



Margaret L. Reh, Deputy City Recorder

Date approved 04/07/2014