CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Tuesday, September 16, 2013

1. **CALL TO ORDER:** Mayor David Hatcher called the meeting to order at 7:00 p.m.

2. **PLEDGE OF ALLEGIANCE**: Mayor Hatcher conducted the flag salute

3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Glen Warren, Michael Broome, Charlynn Newton, and Robert Kindel, Jr.

   Councilor Demagalski arrived at 7:09.

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

4. **CONSENT AGENDA:**

   A. Approval of regular session agenda

   B. Approval of minutes of 09/03/2013 Council meeting

Motion by Broome. Seconded by Kindel to approve the Consent Agenda. The motion was approved unanimously.

5. **PUBLIC COMMENT:**

Dale Herinckx approached the Council citing City Ordinance 5.20.110 and the use of skateboards on sidewalks. Herinckx lives on Claxtar Street and is concerned that the new sidewalks that have been installed will attract skateboarders to the neighborhood. Herinckx wants to know who will be enforcing the code if it is violated. Herinckx was informed that he can call the police to report the violation. Chief Snyder stated that a citizen could issue a citation.

Herinckx had a second inquiry regarding the skateboard park in town. He was wondering where it went or what happened to it. He stated the City should pursue turning one of the smaller parks into a skate park.

6. **PRESENTATION:**
   A. Presentation of Proclamation to North Plains Junior National Baseball Team—State Champions.

The team was not able to be present at this meeting due to most of the players are now playing football.

B. Nina Carlson: Hillsboro Budget Committee to address council regarding upcoming school bond measure.

Ms. Carlson presented a report regarding the upcoming bond measure that will be on the November ballot. This will be a five year local option levy that would pay for technology, safety improvements, and building maintenance projects for Hillsboro Schools. The cost to taxpayers is about 42-cents per $1,000 of assessed property value. The owner of a home assessed at $200,000 would pay about $84 a year. Carlson is seeking the Council's support by Resolution. The Council will consider a resolution at the October 7, 2013 Council meeting.

7. PUBLIC HEARING:
None Scheduled

8. NEW BUSINESS:
A. Discussion of the ownership of the Garlic Festival

DeBry presented the staff report. Over the past year there has been a great deal of discussion surrounding who owns some of the community events. DeBry was asking for feedback from the Council regarding the City taking more ownership of some of these events. Many of these activities, which include the Garlic Festival and the Jingle, have become a part of the culture of this community and it is important to take some measures to ensure the preservation of these events. Discussion ensued. Lenahan stated that we need to learn from the past. The consensus of the group was to call a meeting between the City, the Chamber of Commerce and the North Plains Events Association (NPEA) and report back to the Council. The Council will then decide if they want to sign off on what is agreed to.

B. Discussion of the ownership of the skate park material and equipment

DeBry presented the staff report which includes historical information regarding the temporary skate park which was installed in 2009 in the north basketball court at Jessie Mays Community Park. The equipment was originally purchased by the Friends of the North Plains Skateboard Park. Due to complaints, insurance concerns and installation issues Council decided to remove the skateboarding equipment in May of 2010. The equipment has been in storage since then and staff has made several attempts to broker the transfer of equipment to another organization with no success. Discussion ensued. Broome would like to see the equipment used for its intended purpose. Warren stated that a lot of work went into raising the money from the community for the skate park equipment. Broome expressed his disappointment in how long it has taken the City to develop a permanent skate park. Consensus of the Council is a continued desire to have a skate park. It was decided that Broome and Warren own the equipment. Warren will approach Evergreen Christian Church regarding brokering a deal for the equipment.

C. Discussion of draft policies

DeBry presented the staff report. Staff is proposing to have a more streamlined employee handbook which only highlights the common employment policies, a policy manual that provides a comprehensive explanation of the policies and the safety manual which addresses

specific activity risks. This would replace three documents that currently exists in which policies are not well explained. Council accepted the draft copies and will begin to review the document. Council will discuss their progress and bring questions to staff at the October 07, 2013 Council meeting.

D. Presentation of August Check Register

Council asked a few clarifying questions all of which were addressed and explained by staff. This item was informational only.

9. UNFINISHED BUSINESS:

A. Discussion of the costs and expenses of the Pumpkin Run and Costume Parade

Jennifer Knowles presented her report on the schedule, projected expenses and projected revenue sources for the Pumpkin Fun Run and Costume Parade to be held on October 26, 2013. Details of the event can be found on the Events website at NPFun.org. This is a fund raiser and the beneficiary of the event this year are the Friends of the North Plains Public Library.

Discussion ensued. Lenahan inquired how Knowles picked the Friends as the beneficiary of the event. Knowles stated that when you partner with a 501(c)3 organization greater opportunities for support are created. DeBry stated the Friends of the Library have been working with the city for a long time and the money they raise ends up coming back to the city. Hatcher was very pleased to hear that this event is a fundraiser. It was suggested that the concept of it being a fundraiser should be emphasized more on the website.

10. ORDINANCES:

FIRST READING:

A. None Scheduled.

SECOND READING:

B. None Scheduled

11. STAFF REPORTS

City Manager DeBry stated planning is picking up. A seven lot subdivision was just approved at the September Planning Commission meeting. Also, a conditional use for RV parking was proposed, and McDonalds is beginning the process for their eventual remodel. We have not heard anything from Polygon yet on the east expansion area.

DeBry reminded the Council they have mailboxes at City Hall that should be periodically checked. If they are not able to pick it up, staff will bring it to the Council meetings.

Newton asked for an update on the Martin's and the 76 Station in regards to the walking trail and the tunnel. Hatcher stated that he had a great meeting with ODOT. He found out that there is $1M set aside in a line item for the trail that does not have a timeframe for expiration. He stated we have time to address the concerns of the Board of 76.

Public Works Director Boyles reported on the Claxtar Street project—the sidewalks are all complete. They have been getting good responses from the residents. Hatcher asked about the difference in elevation from the street and some of the yards. Boyles stated that the original street was two feet off center so things needed to be shifted. The crowns changed and the elevation levels followed suit.

Boyles met with a realtor to assist in the process of finding a property that may work to move the Public Works department to.

Chief Snyder reported on the shooting that took place on Thursday night. He stated how pleased he was to see the Sheriff's office assist in the incident. Ten officers responded and it was an incredible show of law enforcement support.

Snyder stated he wants to have Todd Duncan sworn in at the next Council meeting. Duncan is replacing Nick Steele.

12. COUNCIL REPORTS

Hatcher reviewed the October 2013 Council Calendar that was distributed in the packets with the Council. Hatcher will be attending the Special Library Board Meeting on October 2, 2013.

Council Reports:
Broome reminded the Council of the upcoming fundraiser dance on Saturday, September 21st that will benefit the food pantry.

Newton reported that the North Plains Elementary School is going to sing at an upcoming Hillsboro City Council. She inquired of the Council if that is something they would like to have done. She will look into it.

Broome expressed his dissatisfaction in the communication regarding how the appreciation T-shirts were distributed to businesses that contributed to the Garlic Festival. He stated that Chevron kept waiting for the promised T-Shirt to be delivered. They found out that the donors were supposed to go pick them up, but that was never communicated.

13. ADVICE/INFORMATION ITEMS:

- Last two Farmer's Market scheduled for Saturday, September 21 and September 28 from 9:00 a.m. to 1:00 p.m.
- Benefit Dance: Country Music Swing and Sway, Saturday, September 21, 2013 from 7:00 p.m. to 11:00 p.m. at Jessie Mays Community Hall.
- One Book One Community Program Preview and Art Exhibit: Saturday, October 12, 2013 from 6:30 – 8:00 p.m. at the North Plains Public Library.
- Chili Cook-Off, Thursday, October 17 at 6:00 in the Jessie Mays Community Hall
- Benefit Dance: Harvest Hoedown, Saturday, October 19, 2013 from 7:00 p.m. to 11:00 p.m. at Jessie Mays Community Hall.
- Pumpkin Run and Costume Parade, Saturday, October 26, 2013 from 7:00 a.m. with the pumpkin pancake breakfast at the Senior Center then events throughout the day

at Jessie Mays Community Hall.

- Halloween Treats at the library on Thursday, October 31, 2013 starting at 11:00 a.m.

14. **ADJOURNMENT:** Mayor Hatcher adjourned the meeting at 9:01 p.m.

David Hatcher, Mayor

Margaret L. Reh, Deputy Recorder

Date approved 10/7/13