

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION**
North Plains Senior Center
31450 NW Commercial Street
Monday, June 15, 2015

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

Staff present: Police Chief Bill Snyder; Finance Manager Rachael Lembo; City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 06/01/2015 Council meeting

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

5. **PUBLIC COMMENT:**
None were forthcoming

6. **PRESENTATION**
None Scheduled

7. **STAFF REPORTS:**

Chief of Police. Snyder stated they will be conducting panel interviews for the full time police officer position. They are hoping the position will be filled and the candidate in place by July 1. Officer Jody Peterson is now our part-time officer and this change was effective on June 5, 2015. Discussion ensued.

Library Director. Brodie presents her report at the first Council meeting of the month.

8. **PUBLIC HEARING:**
 - A. Approve Resolution No. 1892 Adopting the Annual North Plains Budget for Fiscal Year 2015-16

Hatcher opened the public hearing at 7:06. Hatcher asked for any comments from the public. Hearing none, Hatcher closed the public hearing at 7:06:30.

Hatcher asked for questions. Finance Manager Rachael Lembo stated the numbers are all the same but the graphs and charts in the budget document have been updated to

reflect what was discussed with the Budget Committee. Council asked some clarifying questions. Discussion ensued.

Motion by Kindel. Second by Lenahan to approved Resolution No. 1892 adopting the annual North Plains budget for fiscal year 2015-16. Motion was approved unanimously.

B. Adopt Resolution No. 1893 Declaring City's Election to Receive State Revenues

Lembo presented the staff report. Council asked some clarifying questions. Discussion ensued.

Motion by Simmons. Second by Lenahan to adopt Resolution No. 1893 declaring the City's election to receive state revenues. Motion was approved unanimously.

C. Adopt Resolution No. 1894 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 2015 – 2016

Lembo presented the staff report.

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1894 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 2015-2016. Motion was approved unanimously.

D. Legislative Public Hearing for File No. 15-002 an application submitted for a Comprehensive Plan Map and Zone change-Eggiman property Eastside of Glencoe Road between NW Kaybern St. and NW Pacific St.

Lembo explained that the applicant had contacted the City and requested that this public hearing be continued to the July 6, 2015 meeting to give them time to prepare some additional written materials to share with Council. This meeting was noticed to take place tonight, so it was suggested to open the public hearing and continue it to the next City Council meeting.

Hatcher opened the public hearing at 7:18. Hatcher asked the Council for a continuance of this public hearing for File No.15-002 submitted by Mike Eggiman to a date certain of July 6, 2015. Motion by Simmons. Second by King to continue the public hearing to July 6, 2015. Motion carried unanimously.

9. **NEW BUSINESS:**

A. Adopt Resolution No. 1895 approving street closures and amplified music permit for activities during the 2015 Elephant Garlic Festival

Patti Burns, Garlic Festival Coordinator, approached the Council to request approval for street closures and the waiver of fees for the amplified music permit during the 2015 North Plains Elephant Garlic Festival. Discussion ensued.

Motion by Newton. Second by Whitehead to adopt Resolution No. 1895 approving street closures and waiver of fees for amplified music permit for activities during the 2015 Elephant Garlic Festival. Motion was approved unanimously.

B. Review of FY2014-15 Budget and adoption of Resolution No.1896 approving budget transfer of appropriations

Lembo stated this discussion is regarding the current year's budget that has only two weeks left in it. Lembo presented the staff report and went line by line through the changes that have been made to the current budget. Discussion ensued.

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1896. Motion was approved unanimously.

C. Adopt Resolution No. 1897 adjusting certain Planning Fees

Lembo presented the staff report. The Master Fee Schedule was revised and approved by Council on April 20, 2015. It included significant changes to some Planning fees, based on increased use of the contract planner and attorney. After the revised fees were published the City heard concerns from some developers and the Home Builders Association of Metropolitan Portland (HBA). This prompted discussion with the contract planner, who agreed some of the fees appeared too high in comparison to other cities, and prompted another look at the calculation of the fees. The contract planner and HBA staff suggested particular fees for review. The proposed changes in fees were included in the Council packet. Discussion ensued. Council asked Lembo to look into tracking actual costs associated with applications that are more labor intensive and costly.

Motion by Lenahan. Second by Simmons to adopt Resolution No. 1897. Motion was approved unanimously.

D. Clean Up Day Reconciliation

Lembo presented the staff report which explained the expenses and the revenues associated with the City Clean-up day. Discussion ensued. This item was informational only. No action was taken.

E. Review of May 2015 Check Register

Council reviewed the items on the May Check Register. The staff report included a list of account numbers with the corresponding departments to help clarify some questions Council may have while reviewing the check register. Questions were asked by the Council and were either satisfactorily answered by staff or staff will follow up with Council and provide an answer.

10. **UNFINISHED BUSINESS:**
None presented

11. **ORDINANCES:**

FIRST READING:

None Scheduled

SECOND READING:

None Scheduled

12. CITY MANAGER REPORT

Lembo stated Public Works has hired two new part-time temporary employees for summer help. They will be able to start working on weed control throughout the city.

Blake is on vacation for the next two weeks.

Scott Aldrich is still in need of many more volunteers to help out with the Fourth of July Celebration. Discussion ensued regarding the event.

Lembo distributed applications to the Council at the request of Debbie Brodie for the YMCA summer camps that are scheduled for July 13-17 and August 17-21. These camps will take place at Jessie Mays Community Hall. They have not received any sign-ups yet. Council suggested staff make this into a flyer with the 4th of July being on the back side and Council agreed they would help distribute the flyer door-to-door throughout town. Discussion ensued.

13. COUNCIL REPORTS

Hatcher reviewed the Council calendar and schedule with the Councilors.

Councilor Whitehead stated that MACC will be requesting a place on a Council agenda to present the new Comcast franchise agreement. They have been in negotiations on this agreement for the past 29 months. MACC has approved 15 jurisdictions that need to sign off on the agreement. Discussion ensued.

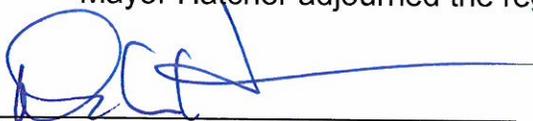
Lenahan inquired about the response to inviting members of various committees to a Parks Board decision making team meeting. This meeting is scheduled for June 30. There have been no responses at this point in time.

14. ADVICE/INFORMATION ITEMS:

- Fourth of July Celebration, Saturday, July 4 on Commercial Street

15. ADJOURNMENT:

Mayor Hatcher adjourned the regular session of the City Council at 8:30 p.m.



David Hatcher, Mayor


Margaret L. Reh, City Recorder

Date approved 07/06/2015