

CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
North Plains Senior Center
31450 NW Commercial Street
Monday, December 1, 2014

1. **CALL TO ORDER:** Mayor David Hatcher called the Regular Session of the City Council to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher led the flag salute.
3. **ROLL CALL:** Mayor David Hatcher, Council President Teri Lenahan, Councilors: Charlynn Newton, Michael Broome, and Glen Warren
Excused: Robert Kindel, Jr., and Michael Demagalski

Staff present: City Manager Martha DeBry; Chief of Police Bill Snyder; Library Director Debbie Brodie; City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 11/03/2014 Council meeting

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

5. **PUBLIC COMMENT:**

6. **PRESENTATIONS:**
 - A. Proclamation declaring December 10, 2014 as Human Rights Day and December 7-13, 2014 Human Rights Week

Salma Ahmed and Lee Blevins of the Human Rights Council of Washington County thanked the Council for their support in promoting and publicly acknowledging the importance of human rights in our communities.

Motion by Lenahan and seconded by Warren to declare December 10, 2014 as Human Rights Day and the week of December 7-13, 2014 as Human Rights Week. The motion was approved unanimously.

7. **STAFF REPORTS:**

Public Works Director. Blake Boyles was absent but had submitted a written report which was included in the council packet.

Chief of Police. Chief Snyder reported Hillsboro Chief Dobrowolski is working with contacts at Taser to provide a presentation on body worn cameras. It may be possible that a grant could be written that could provide 100 cameras for officers in Washington County. This may be a long process.

Library Director. Debra Brodie was pleased to report the library has a Christmas tree up in the lobby. The tree was donated by Loch Lolly and decorated by the Friends of the Library.

The library is getting set up for a holiday fundraiser. They will have two tables full of craft items that have been donated by community crafters. Brodie encouraged the Council to visit the library and check out the wares.

8. **PUBLIC HEARINGS:**
None Scheduled

9. **NEW BUSINESS:**

A. Interview Parks Board Applicant Joanna Orgill and adoption of Resolution No. 1859 appointing Orgill to the North Plains Parks Board

The Council interview Joanna Orgill for one of the open positions on the North Plains Parks Board.

Motion by Warren and seconded by Newton to adopt Resolution No.1859 appointing Joanna Orgill to the North Plains Parks Board. The motion was approved unanimously.

B. Adoption of Resolution No.1860 Re-appointment of Heather LaBonte to Planning Commission position for another four year term.

LaBonte appeared before the Council for re-appointment. Administrative rules allow the Council to reappoint members who request it without an open application process. The Council thanked LaBonte for her service and elected to re-appoint her to the Planning Commission.

Motion by Broome and seconded by Warren to adopt Resolution No.1860 re-appointing Heather LaBonte to the North Plains Planning Commission. The motion was approved unanimously.

C. Adoption of Resolution No.1861 approving agreement with NPEA for Elephant Garlic Festival Event Planning Services.

DeBry pointed out the NPEA signed the agreement but had returned it with some revised language. DeBry wanted the Council to be aware of the changes and how it may affect the City being able to adhere to the agreement. Discussion ensued. Council agreed the terms of the agreement are acceptable as written.

Motion by Lenahan and seconded by Newton to adopt Resolution No.1861 approving an agreement with the North Plains Events Association to operate the Elephant Garlic Festival 2015-2019. The motion was approved unanimously.

D. Review of the 2014 Pumpkin Run costs and expenses and adoption of Resolution No.1862 allocating funds to the North Plains PTO.

DeBry presented the staff report and described how the event played out. There were less participants in the run this year than last year. The total amount being donated to the PTO is \$186.00.

Motion by Broome and seconded by Warren to adopt Resolution No.1862 allocating a donation to the North Plains Parent Teacher Organization of funds raised at the 2014 Pumpkin Run. The motion was approved unanimously.

E. Discussion on review and providing comment on Washington County Land Use applications.

A few times each month the City will receive notices from Washington County regarding land use applications. These can be for ordinances, specific projects or zoning actions. With rare exceptions, all of the notices are applicable to properties outside of the City of North Plains. Typically staff offers no comments unless the County has specifically requested that the City provide comments. DeBry will mention pertinent applications to Council as they come up.

Recently Councilor Lenahan was concerned that Council was only advised verbally in a meeting of the project for a Hindu learning center, but not provided with the County notice or asked to make comments. This led Lenahan to inquire of the process the City makes in responding to these "Request for Comment" forms for applications received from the County. Discussion ensued regarding various venues in which County disseminates information on land use.

Council directed staff to forward all application notices via e-mail in her weekly reports.

F. Review and adoption of Resolution No.1863 approving a donation match to the funds raised at the dance on November 8, 2014 for the Food Pantry Canopy.

A fundraiser dance was held in November to raise funds to build a protective canopy over the driveway in front of the food pantry. The City Council had agreed to make a matching donation for the project. Only \$144.00 was raised at the dance. With the matching donation from City Council there is \$288.00 for the project. This would not be enough to cover expenses which is estimated to be \$750.00. Discussion ensued.

A suggestion was made to contact Wayne Holm at Oregon Canadian Forest Products to see if he would be interested in donating wood for the project. Russ Sheldon was in the audience and received a text from Mr. Holm asking who the contact person would be regarding donating the wood for the project. Holms would like to see this move forward. Mr. Holm should contact Glen Warren.

Motion by Warren. Seconded by Newton to adopt Resolution No.1863 allocating a donation for the North Plains Food Pantry canopy. The motion was approved unanimously.

G. Discussion and decision authorizing designated signers for plat maps.

DeBry presented the staff report. Staff is seeking direction from Council regarding who shall sign plats on behalf of Council, the Planning Commission and administrative decisions.

City staff has signed plats subsequent to Planning Commission and administrative approvals. All plats are reviewed by either staff or the Commission and the actual signature is a formality subsequent to an approval. A signer can be a designee of either the Planning Commission or the City Council. The plat signing designee is a matter of preference for the City and not a requirement of law. If this task of acquiring a final signature is sent back to the Planning Commission, it is adding a step to what is an administrative act. Discussion ensued.

North Plains Municipal Code is not clear on who makes the designation. The City Attorney will look into this further. Another section of code is in conflict with this portion of the code. Looks like there are two approval processes. Council would like legal to bring this back for further review.

H. Approve Resolution No.1864 encouraging the curtailment of open burning and wood burning in appliances lacking air pollution control equipment

DeBry presented the staff report and introduced Peter Brandom and Sarah Armitage of the City of Hillsboro. Background information was included in the packet distributed to the Council and posted on the website.

There is growing concern in Washington County that air pollution is increasing. Two monitoring stations suggest that air quality is diminishing as a result of open burning of woody materials. If Washington County records high levels of particulate matter (PM2.5) it will be ordered to conform with strict Environmental Protection Agency rules to reduce emissions. This could affect economic development in North Plains and other Washington County communities. Washington County Public Health has initiated a program to educate citizens in Washington County about PM2.5 and its health impacts. Open burning, which includes agricultural burning, backyard burning, and land clearing, contributes significantly to local air pollution and threatens the health and well-being of North Plains' residents and other persons. Burning wood in fireplaces and fire burning appliances that lack air pollution control equipment also contributes significantly to local air pollution.

Leslie Lanzar, Recology, approached Council and reminded everyone that Nature's Needs will accept all yard debris from North Plains' residents for no charge. All a North Plains resident needs to do is show their identification for this free service. This service will be beneficial in the curtailment of open burning.

This resolution is to encourage cooperation among all citizens to help improve our air quality.

It was suggested to revise the third paragraph of Resolution No. 1864 by omitting the line that states "and threatens the health and well-being of North Plains' residents and other persons".

Motion by Lenahan. Seconded by Warren to adopt Resolution No.1864 encouraging the curtailment of open burning and wood burning in appliances lacking air pollution control equipment, as amended. The motion was approved unanimously.

I. Approval of Resolution No.1865 Accepting Dedication of Public Rights of Way and Easements in the McKay Fields Subdivision

DeBry presented the staff report. Staff is recommending the Council accept the dedication of public right of way and easements in the McKay Fields subdivision.

Motion by Warren and seconded by Broome to adopt Resolution No.1865 accepting dedication of public rights of way and easements in the McKay Fields subdivision. The motion was approved unanimously.

10. **UNFINISHED BUSINESS:**
None Scheduled

11. **ORDINANCES:**

FIRST READING:
None Scheduled

SECOND READING:
None Scheduled

12. **CITY MANAGER REPORT**

DeBry was on vacation this past week.

DeBry asked which Councilors were going to participate in the Jingle through North Plains' parade. The Mayor expressed concern about the lights turning off when the gas pedal is used. DeBry stated she would advise Public Works Director Boyles about the concern.

13. **COUNCIL REPORTS**

Mayor Hatcher announced there will be a Council Christmas party at the close of the December 15 Council meeting. Council will go through the regular agenda. This will be a potluck. City Staff is invited to participate along with the new Councilors and the outgoing Councilors.

Warren stated the skate park in Rainier is still functioning and still has the same insurance. This skate park is made out of the same material that the North Plains temporary skate park was made out of. Rainier is having great success with their skate park.

Warren talked to staff regarding the \$25,000 for the skate park. It is still listed along with the walking trail. Warren wants to see the \$25,000 to be a separate line item for the skate park only. He does not want to have the walking trail included on the same line item. It was noted that the line item was approved by the Budget committee to include both the skate park and the walking trail.

Warren stated that heroin is rampant in this town and it makes him angry. Snyder encouraged Warren to tell those who know the users to consult with the police.

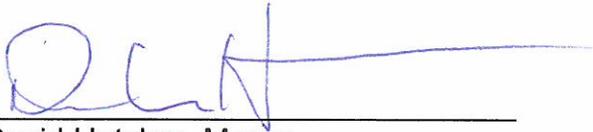
Lenahan inquired of the status of the hiring of a planning consultant. DeBry stated they interviewed three planning firms. Cogan, Owens, Cogan came out on top. Martha met with Kirsten Green to help scope the plan for the Comprehensive Plan update.

Broome inquired about the 76 Station sign that is half burned out. Staff will look into contacting them to repair it.

14. ADVICE/INFORMATION ITEMS:

- Jingle Through North Plains on Thursday, December 4, @ 6:30 at Jessie Mays
- Christmas Holiday, Thursday, December 25-City offices and Library closed
- New Years' Day Holiday, Thursday, January 1, 2014-City offices and Library closed
- North Plains Annual Crab Feed on Saturday, January 17, 2015 at Jessie Mays

15. ADJOURNMENT: Council adjourned the meeting at 9:32 p.m.



David Hatcher, Mayor



Margaret L. Reh, City Recorder

Date approved 12/15/2014