



MINUTES

City Council - REGULAR Session Meeting

Monday, August 21, 2017 North Plains Senior Center 7:00 PM

COUNCIL PRESENT:

Council President Sherrie Simmons; Councilors: Larry Gonzales, Robert Kindel, Jr., Cameron Martinez, Russ Sheldon, Garth Eimers

COUNCIL EXCUSED:

Mayor Teri Lenahan

STAFF PRESENT:

City Manager Don Otterman; Library Director Will Worthey; Chief of Police Jesse Baker; Public Works Director Blake Boyles; City Recorder Lori Lesmeister

OTHER

1 CALL TO ORDER

Council President Simmons called the Regular Session of the City Council to order at 7:00 pm

2 PLEDGE OF ALLEGIANCE

Council President Simmons led the Council in the flag salute.

3 ROLL CALL

Mayor Lenahan was excused

4 CONSENT AGENDA:

(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)

a) Approval of August 21, 2017 City Council Regular Session Agenda

b) Approval of August 7, 2017 City Council Minutes.

Motion to approve the Consent Agenda.

Moved by Councilor Kindel. Second by Councilor Eimers.

Motion was approved unanimously.

5 PUBLIC COMMENT:

a) Representatives for the Hillsboro School District Capital Bond

Martin Granum, Hillsboro School Board member, and Beth Graser, Chief Communications Officer for Hillsboro School District spoke to Council about the upcoming Hillsboro School District Capital Bond. It directly affects North Plains as the North Plains Elementary School is part of the Hillsboro district and the district owns approximately 10 acres of land adjacent to the East Expansion area with plans to build a new elementary school on that property. It is a \$408M bond to cover

renovations and repairs, updating technology and equipment in schools, and plan for future growth. Granum said this is a 'replacement' bond, it will not change or add any new taxes to property owners. The rate of \$2.24 per \$1,000 of value will be staying the same. They left copies of an informational flyer for Council to look at and it was suggested that Council invite them back to a later meeting for continued discussion.

b)

Rodney Linz - Expressed thanks from the Banks Volunteer Fire Department for allowing the Department to handle Garlic Festival Parking again this year. They raised over \$7,000 which is the highest ever for the event parking. Linz would like to schedule a future meeting with the City Manager and the Mayor to discuss the communication and processes for future events. Linz also apologized if he offended the Mayor at the last meeting as it was not his intention.

6 PRESENTATION - None

7 STAFF REPORTS

a) Library Director's Monthly Department Report

Library Director Worthey added that the picture book re-cataloging project is complete two weeks earlier than scheduled. There was a great turnout of over 200 people for the end of Summer Reading Program carnival party. Worthey will be attending Back to School Night at the elementary school. The Library is hoping to start a Teen Council program that would allow teens to be involved in civic work and help to make decisions on how to spend money for young adult library programs. Oregon Battle of the Books books are on the shelf and ready for the competition. Councilor Eimers requested that the Library report include statistics on a couple of the most relevant items and show monthly/season/annual trends. Councilor Gonzales asked about accuracy of data provided in library reporting. Worthey reported that it is accurate and impartial because it is collected by Washington County.

b) Chief of Police Monthly Department Report

Chief Baker gave an update on the Garlic Festival. This is the highest staffing that the Police Department has provided in Garlic Festival history. A total of 218 NPPD department hours were used with three officers on duty during the day and four officers on duty during the evening hours of the event. Baker did note that the cost per hour listed on his report of \$65.00 is incorrect; the actual cost per hour is higher than that. Washington County provided 50 hours of service at no cost, and Oregon State Police provided 10 hours of service. Baker went over the list of call types during the Garlic Festival weekend and answered questions from Council. It was requested that a total cost to the Department be calculated and given to Council, and that possibly some type of formal report be written up regarding events that occurred at this year's festival so that there is a baseline going forward.

c) Public Works Director's Monthly Department Report

Having more water customers means we have more unpaid water bills monthly. Public Works is doing a lot more 72 hour notices each month now, we now average approximately 52 of these notices each month. If those bills are not paid within the

72 hour notice the water gets shut off at the address. We are averaging approximately five shut-offs per month right now. There was a Pre-Con meeting for the 16 lot subdivision, North Meadows, recently. They are also starting some basic grating work at the Sunset Ridge 2 area. The Highland Court water project is now complete. Public Works is working on some residential water leaks, as well as doing 'locates' several times a day. Boyles was asked about clarification on property acquisition for the Ghost Creek Trail project. He informed Council that there is a small piece of property that needs to be purchased to complete the path and he is working with an appraiser on that now. He was also asked about an update on the water reservoir. He updated that construction should be started by 2019 and that the city is considering keeping the front part of property that the new reservoir will be built on rather than selling it off. Boyles was asked about getting a crosswalk at Glencoe and Pacific. Boyles stated that because Glencoe is a County road we have no control on putting a crosswalk anywhere on it. The County will not put a crosswalk in unless there is a signal or a sign at the specific area.

8 PUBLIC HEARING: None

9 NEW BUSINESS:

a) **Discussion of Municipal Code Chapter 1.40 Parks Board**

City Manager Otterman stated that there are two different versions of Chapter Code 1.40 in the computer so he is working on making sure the correct, updated version is the one on record. Otterman went over the request from the Parks Board for changes in the Municipal Code with regards to membership qualifications and terms of office. Parks Chair Doug Nunnenkamp spoke to Council briefly stating that there were four applicants for the open position on the Parks Board. The Parks Board likes having a Council representative at the meetings but doesn't feel that a voting Council member is necessary, which would open up another position for one of the applicants. Eimers asked about taking on additional responsibilities by adding "Recreation" to the title of the Board. Nunnenkamp said that with regards to recreation in North Plains right now, it is the walking trails, some bicycle routes in town, and exercise in the parks. He feels that it is possible that it may grow to something bigger sometime in the future but that is a few years out at this point.

Move to change the title of Municipal Code Chapter 1.40 Parks Board to North Plains Parks and Recreation Board and to include under Purpose a description of the recreation responsibilities.

Moved by Councilor Eimers. Second by Councilor Gonzales.

Motion was approved with the following Aye votes: Councilors Eimers, Gonzales, Kindel, Martinez, Simmons. Councilor Sheldon voted Nay.

Move that Section 1.40.020 be constructed to say that any Council member that is on the North Plains Parks and Recreation Board be an Ex Officio member (non-voting).

Moved by Councilor Sheldon. Second by Councilor Eimers.

Motion was approved unanimously.

b) **Approve two applicants to the North Plains Parks Board:**

Cami Violante and Piedad Mayagoitia were introduced to the Council. They each spoke briefly about themselves and why they want to be members of the North Plains Parks Board.

Move to approve Resolution 1978 appointing Cami Violante and Piedad Mayagoitia to the North Plains Parks Board

Moved by Councilor Eimers. Second by Councilor Gonzales.

Motion was approved unanimously.

c) **Amplified Music Permit for end of Summer Concert**

Discussion ensued with Council agreeing to remove North Plains Event Association from the Resolution and from responsibility of providing Liability Insurance as they are not putting the event on, and renumbering the sections accordingly on the Resolution.

Move to approve Resolution 1976 as modified.

Moved by Councilor Eimers. Second by Councilor Kindel.

Motion was approved unanimously.

10 UNFINISHED BUSINESS:

a) **Acceptance of donated property to the City**

After going over the Staff Report City Manager Otterman gave more information on the subject property. This property is what the city needs to be able to put a pedestrian bridge over McKay Creek to link the east expansion area with the city. This will save the city thousands of dollars in the project by not having to do additional work on a sidewalk in the area. The property has no financial value as it is in the flood plain. Questions and discussion ensued.

Move to accept title to a certain real property for a nominal amount plus Escrow fees.

Moved by Councilor Sheldon. Second by Councilor Eimers.

Motion was approved unanimously.

b) **Supplemental Questions for City Manager position**

The city manager recruitment committee has selected five supplemental questions to be part of the application packet. They came up with several more questions, some of which will be asked during the face to face interview process. This will all be presented to Council in upcoming Council meetings.

Move to approval final list of supplemental questions to be used as part of the application process for the new City Manager.

Moved by Councilor Sheldon. Second by Councilor Martinez.

Motion was approved unanimously.

11 ORDINANCES: None

12 CITY MANAGER REPORT

City Manager Otterman updated Council on the Transportation Systems Plan (TSP) that is working to put together a committee that will be working with a consultant to develop the public input process, which will include open houses and standard public hearings. He asked for one Councilor to volunteer to be on the committee. Councilor Eimers volunteered. Otterman sent out the brochure for the hiring of a new City Manager to Council members last week. He has sent the brochure to Local Government Personnel Institute (LGPI) and will email them the supplemental questions tomorrow so that LGPI can post the position and start the formal recruitment process. The plan is still to start the interviews around the first of November.

Otterman, Chief Baker and Public Works Director Boyles will be meeting with members of the North Plains Event Association (NPEA) to discuss the Garlic Festival and to start some advance planning for next year's event, including discussion regarding traffic issues now that the event has grown.

The City will be putting kiosks near the mailboxes in the Sunset Ridge subdivision for Library events and City meetings to be posted. Eimers suggested possibly putting a Library drop box in that subdivision as well. It was also announced that there is an opening on the Library Board.

Otterman announced that now that the city has more staff we will be more proactive with nuisance abatements.

13 COUNCIL REPORTS

- a) Council reports will be provided by the Mayor and City Councilors on meetings attended and other items

Eimers reminded Council that the Budget will be an agenda topic for the Sept. 5, 2017 Council meeting. Otterman said there will be clarification at that meeting on whether the Budget Committee should to be involved in the process or not.

- b) Review September 2017 Council Calendars

14 ADVICE/INFORMATION ITEMS:

15 ADJOURNMENT:

Council President Simmons adjourned the Regular Session of the City Council at 9:07 pm

Sherrie Simmons, Council President

Lori Lesmeister, City Recorder

Date Approved _____