

MINUTES
City Council - REGULAR Session Meeting
Monday, October 5, 2015 North Plains Senior Center 7:00 PM

COUNCIL PRESENT: Mayor David Hatcher; Council President Teri Lenahan; Councilors: Robert Kindel, Jr., Sandi King, Charlynn Newton, Sherrie Simmons, Scott Whitehead

STAFF PRESENT: Director of Public Works/City Manager Blake Boyles; Chief of Police Bill Snyder; City Recorder Margaret Reh

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. CONSENT AGENDA:

a. Approval of regular session agenda

b. Approval of minutes of September 21, 2015 Council meeting

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

4. PUBLIC COMMENT:

None were forthcoming.

5. PRESENTATION:

None scheduled.

6. STAFF REPORTS:

a. Chief Snyder reported that he attended the Prima Training last week on Risk Management. The classes were quite informative. Sean O'Day presented a course on the current legislation for the marijuana issue.

7. PUBLIC HEARING: None Scheduled

8. NEW BUSINESS:

a. Adopt Resolution No.1908 Appointing Evan King to the North Plains Parks Board

The Parks Board brought recommendation of Evan King for appointment to the board. The Council interviewed the applicant.

Motion to adopt Resolution No.1908 appointing Evan King as a board member to the North Plains Parks Board. Moved by Councilor Lenahan. Second by Councilor Newton. Motion was approved unanimously.

b. Review and discussion of City of North Plains Sign Project with the North Plains Chamber of Commerce

Boyles presented the staff report. The City and the North Plains Chamber of Commerce have been working together for a number of years working on street signage in town and a way-finding project. The Chamber will be applying for a grant with the Washington County Visitors Association in coordination with the City for partial funding of the entire street signage and way-finding project. The Chamber submitted a letter to the mayor and supporting documentation requesting some decisions be made and forwarded to the Chamber.

The first item was to determine the name for the Commercial Street business district. The Council decided to name this "City Center".

The second item was to decide whether the current "City of North Plains" signs on Highway 26 should be changed to "Welcome" signs. Discussion ensued. Hatcher polled the Council and the consensus was for the highway signs to say "Welcome to North Plains" with our logo on the sign.

Boyles will gather the information necessary to identify the business district signs to be changed or erected. Boyles will also contact ODOT and Washington County to ensure that our sign choices comply with their sign standards. Boyles will prioritize the list from the most important to the least important and submit the information to the Chamber of Commerce.

A timeline for the design for the Business District Entrance (City Center) and the RFP process needs to be determined. The URA is discussing this project at their October 5, 2015 meeting. Boyles will work with the URA and a designer to provide a timeline and will report back to Council.

c. Cost of health insurance benefits and comparison to other cities

Finance Director Rachael Lembo submitted a report to Council outlining the City's cost of health insurance benefits and a comparison to other cities. A survey conducted for the Local Government Personnel Institute compared costs of health insurance plans in small cities around Oregon. According to that survey North Plains has the highest employee-share and lowest City-share of the fifteen cities compared. Health insurance costs are a significant part of the compensation package for our employees. Staff did not receive merit increases in FY15-16, and have not received cost of living adjustments for the past two years. In addition, positions have been eliminated and remaining staff have absorbed additional responsibilities. Considering that, and the results of the survey, staff does not

recommend making any changes to health insurance benefits at this time. What is in place at this point in time is the most efficient benefit package. The consensus of the Council is for this issue to come before the Council again before the next budget cycle begins.

- d. Discussion on the various community events in North Plains and which events should continue and which events to discontinue.

Boyles presented the staff report. The City of North Plains has been very active over the past few years with offering multiple community events for its citizens to enjoy. With the reduction in staff, the difficulty in obtaining volunteers for so many events, and sometimes competing for sponsors for the various city events it has become necessary to evaluate if some events should be cancelled. Council went down the list of events and discussed options for each.

Motion to drop the Fourth of July Celebration event and the fireworks display for 2016. Moved by Councilor Kindel. Second by Councilor Simmons. Motion was approved with a 5/2 split with Whitehead and Newton voting against.

Motion to drop the Concerts in the Park series for the 2016 season. Moved by Councilor Kindel. Second by Councilor Newton. Motion was approved by a 6/1 split vote with Mayor Hatcher voting against.

- e. Discussion of Police Officer Eric Shafer's training at the Police Academy and the costs and investments associated with that training.

The City's recent hire for the part-time/temporary police officer is not yet certified by the State. In order to obtain the certification that the Oregon Department of Public Safety Standards and Training requires, this employee must attend the Police Academy. The State of Oregon requires a person to be employed by a police agency in order to be eligible to attend this academy. The Academy is a four month training program. The training itself has no cost but it requires attendance of 40 hours/week. This position is only budgeted at 25 hours/week. Council is concerned with investing in this training and not being able to retain the employee once he is trained. Discussion ensued.

Council directed Snyder to work with Finance Manager Rachael Lembo to come back with a more definitive approach for funding to give more credibility for this request. Council wants clarification on where the funds would come from to cover these additional costs for time spent at the training.

Council also directed staff to draft a policy to address reimbursement of training costs. If the employee voluntarily leaves employment for a position with a different governmental agency that requires the same training as the City required, the City could be reimbursed. The state of Oregon statute 181.695 addresses this issue. The City will need a policy in place before the training begins in order to be eligible for reimbursement. Training costs could include the cost of salary paid to the employee during training, the cost of salary and benefits paid to another employee

to cover the workload of the employee in training and the cost of initial training courses required for employment.

- f. Discussion and review of DLCD grant application for a Technical Assistant Grant composed by Cogan Owens Green for funds to update the Buildable Lands Inventory and conduct a Housing Needs Analysis and Economic Opportunities Analysis

Boyles presented the staff report. The City could applied for a technical assistant grant to assist in the next phases of the Comprehensive Plan. Steve Faust of Cogan Owens Greene completed the application for the City of North Plains.

This grant could go toward retaining a contract planner and technical consultants to prepare a buildable lands inventory (BLI), housing needs analysis (HNA) and economic opportunities analysis (EOA). Hatcher explained that there were a few options that were available for this phase. These studies could have been paid for out of URA funds and the studies could have begun three months earlier. However, if we do receive this grant we may be eligible for \$40,000. If we do not receive the grant we can still use the URA funds. This item was informational only.

- g. Discussion of results from 10/01/15 Work Session and direction to staff of the next steps in developing policy and future ordinance for marijuana facilities.

Boyles presented the staff report. Council conducted a work session on 10/01/2015 and discussed options and legislative law. At this work session, Ashley Driscoll, Beery Elsner and Hammond explained options the Council has. One option was to impose a temporary ban on marijuana facilities.

Legal drew up an ordinance and the Council had a copy of this ordinance before them at this meeting. If Council approved this ordinance, a temporary ban would be in effect until August 1, 2016. This ban would allow more time for the Planning Commission to work on zoning code for where the various types of marijuana facilities could be located. This would also allow Council to have time to discuss if they want to allow facilities in town and taxing options.

Boyles stated the marijuana code issue will be a topic of the next Planning Commission meeting. Hatcher suggested that perhaps a joint work session should be scheduled with the Planning Commission and the City Council to discuss this issue together.

Motion was made to read by title only for the first time Ordinance No.426 adding chapter 6.30 to Title Six of the North Plains Municipal Code temporarily prohibiting the establishment of marijuana facilities within the city.

Hatcher read Ordinance Number 426 by title only for the first time. Moved by Councilor Kindel. Second by Councilor Lenahan. Motion was approved unanimously.

9. UNFINISHED BUSINESS:

a. Discussion on the use of golf carts within the North Plains City Limits

Blake presented the staff report. The Council has reviewed this issue from time to time, but has not adopted a position on the use of golf carts on city streets. Discussion ensued regarding requirements and restrictive type of action that could be placed in an ordinance: proof of insurance; licensed drivers; illumination of vehicle at night. If we have something specified this could assist J&S Golf Cart Rental with their rental requirements.

Chief Snyder would like to see the ordinance focus on the big things. If the ordinance begins to delve into too much detail it becomes too complicated. Snyder stated that many citing issues that could arise out of the use of golf carts on city streets are already covered under ORS laws. There may be special allowances during special events when there is more golf cart usage in town.

Council instructed Boyles will draw up an ordinance.

10. ORDINANCES:

a. First Reading

Introduction and first reading of Ordinance No. 426— An Ordinance of the City Council of the City of North Plains, Oregon, adding Chapter 6.30 to Title Six of the North Plains Municipal Code Temporarily Prohibiting the Establishment of Marijuana Facilities within the City

Motion took place under Agenda Item 8G.

b. Second Reading

None Scheduled

11. CITY MANAGER REPORT

- a. Boyles reported that ODOT informed him that a skate park will not be an allowable use on the property adjacent to the freeway. Boyles stated we will need to continue to look for a location for a skate park.

Joyce Reynolds of the North Plains Historical Society has spoken with Boyles regarding showcasing some historical item at City Hall. Also, Washington County Museum is developing a schedule where they will be showcasing different towns in Washington County on a monthly basis. North Plains is scheduled for June 2016.

The railroad is scheduled to be repaired in October.

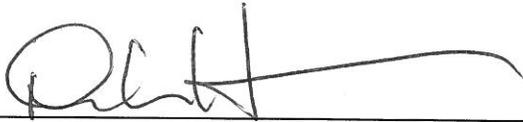
12. COUNCIL REPORTS

- a. Hatcher thanked the Councilors who stepped up to distribute flyers door-to-door for the Chili Cook-Off.

13. ADVICE/INFORMATION ITEMS:

- a. Chili Cook-Off-Thursday, October 15, 2015 at Jessie Mays Community Hall
- b. North Plains Historical Society Veterans' Acknowledgement-Monday, November 2 at Jessie Mays Community Hall @ 6:00 p.m.

- 14. ADJOURNMENT:** Mayor Hatcher adjourned the regular session of the City Council at 9:05 p.m.



David Hatcher, Mayor



Margaret L. Reh, City Recorder

Date Approved 10/19/2015