



## MINUTES

City Council - REGULAR Session Meeting

Monday, December 5, 2016 North Plains Senior Center 7:00 PM

**COUNCIL  
PRESENT:**

Mayor David Hatcher; Council President Teri Lenahan; Councilors:  
Larry Gonzales, Robert Kindel, Jr., Charlynn Newton, Sherrie  
Simmons, Scott Whitehead

**COUNCIL  
EXCUSED:**

N/A

**STAFF PRESENT:**

City Manager Blake Boyles; Library Director Will Worthey; Interim  
Chief of Police Jesse Baker; City Recorder Lori Lesmeister

**OTHER**

Spencer Parson, Beery Elsner Hammond;

**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**

**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 December 5, 2016 City Council Regular Session Agenda
- b) Approval of November 21, 2016 City Council Minutes.

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

**5 PUBLIC COMMENT:**

*(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a "Public Comment Registration form" on the information table and return it to the City Recorder. You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to five minutes.)*

- a) Adam Zeek 16007 NW Mason Hill Road North Plains, OR

Mr. Zeek asked about City Ordinances regarding signage, especially for housing developments and real estate business. It's the small "cluttery" signs in specific. He says that the signs don't get taken down and there are times when he picks up the signs if they have been posted for a long period of time. Can he find the ordinance on line? City Manager Boyles told him that the Planning Commission is working on

the city Sign Ordinance at this time. There is a sign permit form that citizens can fill out to post temporary signs (like for the Christmas Tree farms during the holidays). Councilor Gonzales offered to Mr. Zeek that he can attend any Planning Commission meetings and voice his specific concerns regarding signage while the commission is working on the city Sign Ordinance. It was noted that the next Planning Commission meeting is next week, December 14 at 7:00pm. Council Simmons stated that the current ordinance does address areas where signs are allowed, but there is nothing specific about how many or how long they can stay posted. The Planning Commission will be addressing those issues with the new ordinance.

## 6 PRESENTATION

- a) Human Rights Proclamation - December 10, 2016 Human Rights day

There was going to be someone attending tonight's meeting to speak on the Human Rights Proclamation. They were not in attendance.  
Mayor Hatcher read the Proclamation.

## 7 STAFF REPORTS

- a) Library Director's Monthly Department Report

Library Director Will Worthey had a couple of additions to his monthly staff report. Friday, December 9, 2016 there will be Carolers and Bell Ringers for a Holiday Extravaganza at Jessie Mays at 6:30 pm.

The Principal of the NP Elementary School has asked if the Library can create a collection of books for The Battle of the Books for children who will be entering the Oregon Battle of the Books Competition. This will be the first time the NP Library will have a collection strictly for this purpose. This collection will be displayed at the NP library and children can come in and borrow them to read for the competition. Will was asked to give a brief explanation of what the competition is. It is a competition for school aged children to create teams, and are then assigned titles of books for them to read. They are then quizzed on the characters, themes, etc of the books they have been assigned. The teams that do well advance to a regional competition. If they do well there they compete at the state level in Salem. With the collection that the NP library will have there will be two copies of each book; one that can 'travel' throughout the Washington County Library System, and one that stays at the city of NP Library.

Councilor Gonzales reminded members to stop by the library and take a look at the beautiful quilt that is on display.

- b) Chief of Police Monthly Department Report

Boyles reported that this Friday, December 9, 2016 Chief Jesse Baker will be graduating from the Police Academy in Salem. Boyles invited anyone that needs a ride to ride down with him, he will be leaving about 9:00am Friday.

- c) Public Works Director's Monthly Department Report

Boyles reported that we had a small 'snow event' this morning. Someone knocked over the Stop Sign at Glencoe and Commercial, and also a car in a ditch in front of Garbarino's. Public Works had the snow plow out clearing off streets. Kemmer Meadows is progressing, sanitary is in and getting ready to pour curbs. We had a small flood on Gordon Road over Thanksgiving. Washington County was aware of the issue, because it is a county road.

**8 PUBLIC HEARING:**

- a) None Scheduled

**9 NEW BUSINESS:**

- a) Review of the MONTH 2016 check register. Council review the items on the Oct/Nov 2016 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.

Newton has a question regarding \$1,240 that was paid to Legal Counsel. She is questioning if Counsel needs to be at meetings for the whole meeting time. Paul Elsner, Legal Counsel, stated that fees are charged for travel time to and from the meetings along with the time spent at the meeting. Newton feels that a lot of the time that Counsel is spent at meetings is unnecessary. Gonzales asked for a suggestion on how we could make that happen. Newton feels that some of the time could be 'shored up'.

**10 UNFINISHED BUSINESS:**

- a) Kent Apartments request for Tax Exemption status

Cindy Hirst asked about the application fee for filing for Tax Exemption. Per Legal Counsel, the application fee is \$500. Hirst stated that she would bring the balance of \$400 in to the office the following day. Hirst requested that City Manager Boyles provide a letter stating that the City has approved an Ordinance to approve the Kent Apartments' application for tax exemption. Boyles will get with Legal and have a letter tomorrow that can be provided to TVF&R as well as the Hillsboro School Board stating that the City approved the tax exemption Ordinance No. 437. Legal stated that this Ordinance can be modified at any time for any other applicants. Councilor Newton questioned (4) b. of the ordinance that says the City shall be able to inspect the property at all reasonable times. Newton asked if it is the City's responsibility to do inspections on the property, as it makes the City sound like a Landlord. Whitehead read it to say that the City has the 'right' to inspect the property, but is not required to do the inspections. Hirst stated that they are under the Oregon Housing Services and receive inspections yearly by the County to make sure that all guidelines and requirements are being met. Simmons stated that she feels because it is the City's tax dollars she feels that the City would want to be involved in the inspection process. Hatcher confirmed that this has to be considered an 'emergency' and Legal Counsel stated that it must be a unanimous vote because of the emergency status.

*Motion to make adoption of Ordinance No 437 an emergency* Moved by Councilor Kindel. Second by Councilor Gonzales. Motion was approved unanimously.

*Motion to Adopt Ordinance No. 437 as presented, as an emergency* Moved by Councilor Whitehead. Second by Councilor Simmons. Motion was approved unanimously.

## 11 ORDINANCES:

- a) Second Reading by title only:  
Ordinance No. 434 marijuana Development Standards implementing the Council's decision in City File Number 16-107  
  
*Motion to Adopt Ordinance No. 434*  
Moved by Councilor Simmons. Second by Councilor Whitehead.  
Motion was approved unanimously.
- b) Second Reading by title only:  
Ordinance No. 433 East Annexation Area implementing the Council's decision in City File Number 16-061  
  
*Motion to Adopt Ordinance No. 433*  
Moved by Councilor Simmons. Second by Councilor Whitehead.  
Motion was approved unanimously.
- c) Second Reading by title only:  
Ordinance No. 435 Public Notice Code Ordinance implementing the Council's decision in City File Number 16-106  
  
*Motion to Adopt Ordinance No. 435*  
Moved by Councilor Simmons. Second by Councilor Gonzales.  
Motion was approved unanimously.

## 12 CITY MANAGER REPORT

- a)  
City Manager Boyles reported that Dollar General is interested in the Galloway property. Boyles also reported that he has been contacted by a Japanese company, Project O, regarding the Conklin property for a possible Hydrogen Peroxide plant that would employ 25 people full time. The company is looking at about 5 other sites in the state. Boyles also stated that he has a meeting with ODOT regarding the landscaping of the interchange. They should be planting in the Spring. Boyles also stated that he will be driving to Salem for Chief Baker's graduation from the Police Academy and has room for anyone that is interested in riding along.

## 13 COUNCIL REPORTS

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

Mayor Hatcher asked what will be on the Agenda for the meeting on December 19, 2016. Boyles stated that the North Annexation is basically the only thing on the Agenda. Hatcher then asked if there will be a Council party after the meeting on the

19th. It was agreed that yes, and it will be a potluck. Hatcher wanted to be sure that the two new elected council members would be invited to the potluck. Russ Sheldon was in attendance at tonight's meeting, so he is now aware of the potluck. Cameron Martinez, the other new council member will be notified of the potluck.

Councilor Simmons asked what the procedure is for the first meeting of the new year with the new Mayor. Hatcher stated that at the January 3, 2017 meeting the new Mayor will be sworn in and then she will open the meeting. Mayor Hatcher will finish his duties at the end of the December 19, 2016 meeting. Hatcher stated that he is planning on attending that meeting.

Cindy Hirsh, as a member of the Chamber of Commerce, wanted to publicly thank Larry Gonzales for visiting 130 new residents to hand out Welcome Packets.

- b) Review (Month) 2016 Council Calendar

#### **14 ADVICE/INFORMATION ITEMS:**

- a) Council will have their Christmas Party after the next Council Meeting, Monday, December 19, 2016. Please bring a dish to share, and the beverage of your choice. Lenahan suggested that the two new Council members be included. Russ Sheldon was in attendance this evening so he has the details. Lori will contact Cameron Martinez and invite her.

#### **15 EXECUTIVE SESSION**

- a) **EXECUTIVE SESSION TOPIC -** in accordance with ORS 192.660(2)(e) regarding real property transactions

Council entered in to a Executive Session at 8:10 pm  
Council closed the Executive Session at 9:15 pm

#### **16 ADJOURNMENT:**

Mayor Hatcher adjourned the Regular Session of the City Council at 9:16 p.m.

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David Hatcher, Mayor

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Lori Lesmeister, City Recorder

Date Approved \_\_\_\_\_