

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING  
MINUTES REGULAR SESSION**

North Plains Senior Center  
31450 NW Commercial Street  
Tuesday, September 08, 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: Sandi King, Charlynn Newton, Sherrie Simmons and Scott Whitehead. Robert Kindel, Jr. (arrived at 8:25 p.m.)

**Staff present:** Police Chief Bill Snyder; Library Director Debra Brodie, Public Works Director/Interim City Manager Blake Boyles; City Recorder Margaret Reh

4. **CONSENT AGENDA:**
  - A. Approval of 09/08/2015 regular session agenda
  - B. Approval of minutes of 08/03/2015 City Council meeting

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

5. **PUBLIC COMMENT:**

Carolyn Leavitt, 18407 NW Keller Road, addressed the Council regarding the Friends of the North Plains Public Library on-line book sales fundraising program. The Friends have been using the former library in the annex at Jessie Mays Community Hall for their on-line book sales. They have outgrown this area and are looking to relocate. The pending remodel of the Jessie Mays Community Hall is another reason they are looking for a new location. Leavitt, the President of the Friends of the North Plains Public Library, and the rest of the Friends group are inquiring regarding the possible relocation of the on-line sales operation to the yellow house the City owns at 31311 NW Commercial Street. Leavitt had discussed this possibility with City Manager Blake Boyles and would like to pursue this further. Council stated this would need to be addressed as an agenda item at the September 21 Council meeting. Council is not able to make decisions during the public comment period.

Ricky Freeman, 13203 NW Old Pumpkin Ridge Road, addressed the Council requesting a street closure for a fund raising event for North Plains' area resident, Emily Fuggetta. Emily was in a car/horse accident in which her horse was fatally injured and Emily's leg was amputated. Council informed Freeman that this would need to be an agenda item at the September 21 Council meeting as the Council is not able to make decision on this matter during the public comment period.

## 6. PRESENTATION

### A. Recognition of Police Officer of the Year—Todd Duncan

Chief Snyder recognized Reserve Police Officer Todd Duncan as the 2015 North Plains Officer of the Year. Snyder informed the Council of the years of service Duncan had offered both to the Sheriff's department and in the military before becoming a reserve officer here in North Plains. Duncan will fill in to serve the community of North Plains wherever he is needed.

### B. Swearing in of Officer Felicia M. Stevens

Chief Snyder introduced Reserve Police Officer Felicia Stevens to the City Council and then proceeded to swear her into service.

### C. Proclamation for Muscular Dystrophy Association (MDA) and the "Fill the Boot" fundraiser by Washington County Fire District 2.

Trevor Herb, representative of Washington County Fire District 2 (WCFD2) at 31370 NW Commercial Street, and Wally David, representative from the Muscular Dystrophy Association, addressed the Council regarding the "Fill the Boot" fundraiser that will take place on Saturday, September 12, 2015.

Fire personnel will be stationed at the four way stop on the corner of Glencoe and Commercial Street in North Plains with their boots to raise money for the Muscular Dystrophy Association. This takes place the same weekend as the Warrior Dash at Horning's Hideout. Herb thanked the City for the support in this fundraiser. Public Works donates signs for the WCFD2 to use.

Motion by Lenahan. Second by Simmons to proclaim Saturday, September 12, 2015 as the MDA Fill-the-Boot day. Motion was unanimously approved.

## 7. STAFF REPORTS:

**Chief of Police.** Chief Bill Snyder reported on the Hood-to-Coast run. They raised \$10,000 for cancer research. Snyder stated the run went well.

Councilor Simmons inquired about the academy that Officer Shafer will be attending. Discussion ensued.

**Library Director.** Debra Brodie reported that the library is continuing to work on the strategic planning. Councilor Simmons is the Council representative on the committee.

Brodie reported on the Summer Reading Program. She stated they had a 57% completion rate for the children's program this year and the adult participation doubled this year.

Representative from the library attended the Back-to-School night at the North Plains Elementary School and may be attending the Curriculum Night to help get the word out about the programs the library has to offer for the students.

An art reception for photographer Sarah Stanze will be held on Saturday, October 3 beginning at 6:30 p.m.at the library. The Council is invited to attend.

8. **PUBLIC HEARING:**  
None Scheduled

9. **NEW BUSINESS:**

A. Discussion of City Councilor / City Manager / Employee communication

Heather Martin, Beery, Elsner and Hammond addressed the issue of communication between the city councilors and city employees. Martin provide a handout for the Council which included Section 34 of the North Plains Charter Provisions outlining the office of the City Manager being the administrative head of the city government and is responsible for the proper administration of all city business. Also included was an excerpt from Chapter 1.10 of the North Plains Municipal Code Provisions which outlines the powers and duties of the City Administrator. Chapter 1.05 of the Procedural Rules for the City Council of North Plains states that the Councilors shall not direct the activities or workloads of city staff members. Individual requests from a Councilor for staff assistance shall be presented to the City Manager orally or in writing for approval.

B. Discussion of nuisance abatement costs and approval of proceeding with abatement of property at 10945 318<sup>th</sup> Avenue

Chief Snyder presented the staff report to Council. Council reviewed and discussed the costs associated with proceeding with an abatement issue on the property located at 10945 NW 318<sup>th</sup> Avenue in North Plains. The City previously worked with a property owner on an abatement issue that ended up taking three years to resolve. This case involved a great deal of time and costs until the City finally received magistrate granted authority to abate that property.

This new property abatement issue has the appearance that it could be a lengthy process. Chief Snyder is seeking direction from the Council for staff and police personnel to pursue this nuisance abatement at 10945 NW 318<sup>th</sup> Avenue.

Motion by Lenahan. Second by Simmons authorizing the police and staff to proceed with the nuisance abatement process for the property located at 10945 NW 318<sup>th</sup> Avenue in North Plains. Motion was unanimously approved.

C. CDBG Recognition-Teri Lenahan replacing Robert Kindel as primary representative.

The Washington County Office of Community Development: Policy Advisory Board administers the Community Development Block Grant Program (CDBG), and the HOME Investment Partnerships Program (HOME) for Washington County along with other

programs that benefit low and moderate income families. This committee reviews the county's Grant Program funds. Councilor Kindel has served in the capacity of primary representative for North Plains for over 30 years. Kindel will be stepping down to be the alternate for this committee. Councilor Teri Lenahan has offered to step into the primary representative role for the CDBG for the City of North Plains.

Motion by Whitehead. Second by King for Councilor Teri Lenahan to replace Councilor Kindel as the primary representative to the CDBG Board. The motion was unanimously approved.

D. Adopt Resolution No.1903 authorizing the Mayor to enter into an Intergovernmental Agreement between Washington County and the City of North Plains for Maintenance of Storm Sewer Structures and a Water Quality Swale on NW West Union Road and NW Jackson School Road

Boyles presented the staff report. Discussion ensued regarding the responsibilities of this agreement.

Motion by Simmons. Second by Lenahan to adopt Resolution No.1903 authorizing the Mayor to enter into an Intergovernmental Agreement between Washington County and the City of North Plains for Maintenance of Storm Sewer Structures and a Water Quality Swale on NW West Union Road and NW Jackson School Road. Motion was approved unanimously.

E. Review of July 2015 Check Register

Council reviewed the items on the July 2015 Check Register. The agenda report included a list of account numbers with the corresponding departments to help clarify questions Council may have while reviewing the check register. No questions were asked by the Council at this meeting.

10. **UNFINISHED BUSINESS:**  
None presented

11. **ORDINANCES:**

**FIRST READING:**  
None Scheduled

**SECOND READING:**  
None Scheduled

12. **CITY MANAGER REPORT**

Blake Boyles updated the Council on the progress of the various land developments in the city and the approximate number of new households that will be added to the community when all is said and done. Discussion ensued.

The week of September 25 through October 3, the railroad and Washington County will be working on repairs at the railroad crossing on Glencoe.

**13. COUNCIL REPORTS**

Hatcher stated he received a thank you from the governor's office for the tour that Hatcher and Boyles conducted two weeks ago. Hatcher updated the Council on the tour in which nine representatives from various state agencies and non-profit groups toured the various developments in North Plains.

The City Recorder informed the Council that the new Agenda Management software program is about ready to launch. The September 21, 2015 will be the live date. Instructions will be e-mailed out to the group prior to that meeting.

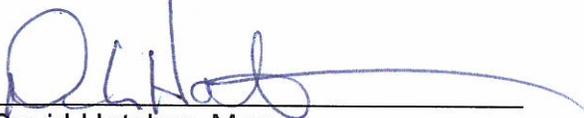
Council asked that staff bring back the marijuana dispensary and the golf cart issues as agenda items again.

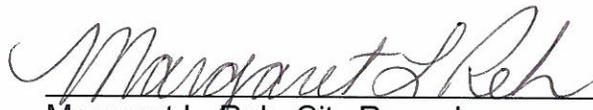
**14. ADVICE/INFORMATION ITEMS:**

- Thursday Marketplace-every Thursday this summer on Commercial Street from 5:00-8:00 p.m.

**15. ADJOURNMENT:**

Mayor Hatcher adjourned the regular session of the City Council at 9:02 p.m.

  
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David Hatcher, Mayor

  
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Margaret L. Reh, City Recorder

Date approved 09/21/2015