CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Monday, April 16, 2012

I. EXECUTIVE SESSION: Property Negotiations and Pending Litigation

II. WORKSHOP: PUD Line Relocation

III. CALL TO ORDER

Mayor Weber called to order the regular meeting of the **Tillamook City Council** at **7:08 p.m.** on **Monday, April 16, 2012** in **City Hall at 210 Laurel Avenue in Tillamook, Oregon**.

IV. ROLL CALL

City Recorder Donowho conducted a roll call. The following persons were present:

Mayor Suzanne Weber
Councilor Joe Martin
Councilor Matt Harris
Councilor Cheryl Davy
Councilor Steven Forster
Councilor John Sandusky
Councilor Doug Henson

Absent: None

Staff Present:

Paul Wyntergreen, City Manager
Abigail Donowho, City Recorder

Media Present:

Anthony Rimel, Headlight Herald
Jane Scott, Scott Productions

V. AGENDA

The posted agenda for the meeting of April 16, 2012 is attached and by this reference is made a part of the record.

VI. ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED: (Copies attached)

a.) Special Check Batch 04/16/2012 (Exhibit A)

VII. MINUTES

Council minutes for April 2, 2012 were included with the Council packets via email and hard copy. **Councilor Sandusky moved to approve the minutes for April 2, 2012 as submitted. Councilor Henson seconded. The minutes were approved as submitted in Council packets unanimously by Council seated.**

VIII. PRESENTATIONS

a) **Councilor Joseph Martin's 30-Year Recognition—Mayor Weber** presented Councilor Martin with a Certificate of appreciation for his 30 years of service as a Councilor of the City of Tillamook. **Councilor Martin** shared that he has only missed three meetings his entire career as a Councilor.

b) **City Beautification Award—Mayor Weber** announced the Beautification award winner for the month of March 2012: Sunset Tans at 109 Main Avenue, Suite 3. The Salon has recently moved in to the downtown area and did a great job on the façade of their business. They will receive up to $100 off of their water/sewer bill for March and an award certificate signed by the Mayor and City Manager.

IX. CITIZENS HEARING/AUDIENCE COMMENTS

a) **Supplemental Budget Hearing for FY 2011-12—Mayor Weber** opened the supplemental budget hearing at 7:06 p.m. to begin with a Staff Report. **City Manager Wyntergreen** noted Resolution 1602 on the agenda to adopt a supplemental budget for the 2011-12 fiscal year. He outlined the items incorporated in the supplemental budget—primarily noting the Sewer Fund adjustment to reflect litigation expenses, and the Water Fund adjustment to reflect the loan for the purchase of the new City Shop property. **Mayor Weber** called for any testimony for or against the matter. No public comment was received by the City Recorder after advertisement. The hearing closed at 7:09 p.m.

b) **Non Agenda Items**—None

X. NEW BUSINESS

a) **Request for Authority to Submit Application from Tillamook PUD— City Manager Wyntergreen** explained that the request before the Council is to allow the PUD to submit an application for line relocation. The vote would not prejudice future votes. **Mayor Weber** asked for questions. **Councilor Sandusky** asked if this procedure was normal. **Wyntergreen** answered that this is not a "normal" process, but with PUD being a utility they are subject to asking land owners for permission to cross property. **Councilor Sandusky moved to authorize the application for a conditional use permit to be submitted by PUD for line relocation. Councilor Martin seconded. Motion carried five to one (5-1), nay vote being cast by Councilor Davy.**

XI. LEGISLATIVE

a) **Resolution #1602—A Resolution for Supplemental Budget Authorizing the Appropriation of Funds for Fiscal Year 2011-12—City Manager Wyntergreen** asked if there were any questions regarding the proposed supplemental budget. **Councilor Forster** noted a miscellaneous fee on page 7. **Wyntergreen** clarified this was the $25,000 for the playground equipment at Goodspeed Park from TURA and Robert Riggert. **Councilor Martin moved to approve Resolution Number 1602, a Resolution for Supplemental Budget Authorizing the Appropriation of Funds for Fiscal Year 2011-12. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

b) **Resolution #1603—A Resolution Authorizing a Loan Between Funds to Purchase a City Shop—City Manager Wyntergreen** reminded the Council the proceeds from the purchase of the old City Shops and other monies owed to the Street Division would be used toward the purchase price. The fund loan will have a 5-year term with a 2% interest rate (lower than commercial, but higher than water fund interest), the budget will reflect the amortization in May. There is no prepayment penalty so the City could pay off the loan more quickly if funds are available. **Councilor Sandusky** clarified that the City has the $300,000 cash, and the loan will make up the remaining $300,000 of the purchase price. **Councilor Forster moved to approve Resolution Number 1603—A Resolution Authorizing a Loan Between Funds to Purchase a City Shop. Councilor Davy seconded. Motion carried unanimously by Council seated.**

c) **Ordinance #1266—Second Reading—An Ordinance Repealing Ordinance #1230 and Replacing with a New Tree Ordinance—Councilor Harris moved to have a second reading of Ordinance number 1266, an Ordinance Repealing Ordinance #1230 and Replacing with a New Tree Ordinance by title only. Councilor Sandusky seconded. Motion carried unanimously by council seated. City Recorder Donowho read Ordinance number 1266 by title only.**

Councilor Forster moved to adopt Ordinance number 1266, an Ordinance Repealing Ordinance #1230 and Replacing with a New Tree Ordinance. Councilor martin seconded. The motion carried unanimously as outlined by the following roll call vote:

Councilor Joe Martin	**Aye**	**Councilor Steven Forster**	**Aye**

Councilor Matt Harris	**Aye**	**Councilor John Sandusky**	**Aye**
Councilor Cheryl Davy	**Aye**	**Councilor Doug Henson**	**Aye**

XII. COUNCIL CONCERNS

a) **Councilor Sandusky** noted that everyone is on too many committees.

XIII. MONTHLY REPORTS

a) **City Manager—City Manager Wyntergreen** noted that his time has been spent on working and reworking budget numbers. The building has been reorganized in response to the Council's concern that the front counter area appears vacant. He explained the nuances of the move. Purchase of the Kinsman property is in the works. The Hospital has turned in their proposal for the new clinic. The Planning Commission will address the proposal this Thursday night. Council will be required to sign off on the TURA boundary adjustment—will likely have a hearing on May 7, 2012. May 1, 2012 is the first budget hearing.

b) **City Recorder—City Recorder Donowho** submitted a written report to the Council in the packet to outline the various activities that are presently taking place for the offices of Recorder, Treasurer, Municipal Court, and Human Resources. **Mayor Weber** asked about the codification draft. **Donowho** will distribute the draft for City Staff to review and note any necessary changes.

c) **Finance Officer—Mayor Weber** noted the report from the Finance Officer.

d) **Mayor—Mayor Weber** addressed the Council and stated that the TURA letters are in the packets and asked that they please review the material. TURA mailed a notice to the community regarding the changes to the Urban Renewal boundaries. In addition to the information received at the prior meeting regarding Parkinson's disease, the Parkinson's local support group meets on the 2nd Thursday each month. She will be attending an EDC Meeting on Tuesday morning. Arbor Day is next week—April 27th. There will be a memorial tree planting at 10:30 a.m. at Carnahan Park for Lloyd Fish, a local fisherman. The Grand opening of Goodspeed Park Playground will be on April 28th at 10:30 a.m. There will be a tree planting and ice cream to celebrate the new equipment provided through TURA and Robert Riggert's generous donation.

XIV. COMMITTEE REPORTS

a) **Associations Committee—Councilor Davy** talked about the "Company's Coming" cleanup downtown during the first weekend in June. Participants will clean from First to Fifth Street. The next meeting will be on May 16, 2012 at 5:30 p.m. at City Hall.

b) **Personnel Committee—Councilor Sandusky** reported on the meeting that took place earlier today. There was an update on the budget process, the healthcare package and associated costs to employees. The next meeting is scheduled for May 7, 2012 at 10:00 a.m. at City Hall.

XV. AUTHORIZATION TO PAY BILLS

The Finance Committee had reviewed the current bills prepared for payment. A copy of the voucher register is attached and by this reference is made a part of the record. **Councilor Martin moved to pay the bills approved by the Committee. Councilor Sandusky seconded. Motion carried unanimously by Council seated.** Bills were paid in the following total amount:

GENERAL CHECKING ACCOUNT

Special Batch 04/04/2012	**Check #32055**	**$**	**5.000.00**
Special Batch 04/10/2012	**Check #32056**	**$**	**4,931.17**
Special Batch 04/11/2012	**Check #32057**	**$**	**50.00**
A/P Batch 04/16/2012	**Checks #32058-32175**	**$**	**108,349.80**
Special Batch 04/16/2012	**Check #32176**	**$**	**115.50**

XVI. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **7:38 p.m.**

Minutes approved by:

Suzanne Weber May 7, 2012

Suzanne Weber, Mayor Date

Minutes submitted by:

Abigail Donowho 5/7/12

Abigail Donowho, City Recorder Date