CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Monday, July 16, 2012

I. CALL TO ORDER

Mayor Weber called to order the regular meeting of the **Tillamook City Council** at **7:10 p.m.** on **Monday, July 16, 2012** in **City Hall at 210 Laurel Avenue in Tillamook, Oregon**.

II. 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
Arley Sullivan, Public Works Director
Terry Wright, Chief of Police
Kurt Vanderhoff, Police Officer
Dustin Olson, Police Officer
Abigail Donowho, City Recorder

III. AGENDA

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

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

a.) City Recorder's Monthly Report (Exhibit A)
b.) Special Check Batch Proof Lists (Exhibits B-D)

V. OATH OF OFFICE

City Recorder Donowho administered the Oath of Office to new **Police Officer Kurt Vanderhoff**. **Mayor Weber** thanked Officer Vanderhoff for joining the Tillamook Police force. **Vanderhoff** is excited to be a part of the Police department and will be starting at the academy in Salem next week. He introduced his wife and presented her with a bouquet of roses.

VI. PRESENTATION

Mayor Weber announced the Beautification Award for the month of July is awarded to Bob's Barber Shop on First Street. It is one of the few barber shops around that will give an original razor shave.

VII. MINUTES

Council minutes for June 18, 2012 Regular City Council Meeting were provided in Council Packets. **Councilor Forster moved to approve the minutes for June 18, 2012 as submitted. Councilor Martin seconded. The minutes were approved as submitted in Council packets unanimously by Council seated.**

VIII. NEW BUSINESS

a.) **TRA Request for Street Closure**—The Tillamook Revitalization Association put in a request for a street closure for the annual Moonlight Madness sale on August 3, 2012. **Councilor Forster moved to approve the street closure for Moonlight Madness on August 3, 2012. Councilor Martin seconded. Motion carried unanimously by Council seated.**

b.) **League of Oregon Cities Request for Legislative Priorities—Mayor Weber** asked the Council for input regarding some legislative priorities to send to the League of Oregon Cities that Tillamook would like to address this year. After discussion, the following items from LOC's list (as included with Council Packets) will be forwarded to LOC for consideration:

Item A—Community Development/Job Initiative
Item C—TRT based funding
Item G—Public contracting code
Item M—Transportation/extension or levy of gas tax
Item O—Non-roadway tax funds

IX. PENDING BUSINESS

a) **City Shops Property**—City Manager Wyntergreen brought the new cost estimate for improvements at the new City Shops to the Council. The estimate is higher than initially anticipated and it was suggested that the City could ask TURA for help with some capital improvements. The Council discussed, at length, the cost of the projects and viability of consolidating the Public Works and Police Departments as well as whether or not to solicit funds from TURA. **Councilor Forster moved that the City of Tillamook submit an application to TURA for $225,000 in order to bring the building up to standard for the Public Works Department. Councilor Sandusky seconded. Motion tied at three-to-three (3-3), nay votes being cast by Councilors Harris, Davy, and Henson.** Because of the tie vote, Mayor Weber was given an opportunity to express her thoughts on the matter an d vote to break the tie. After expressing her appreciation for TURA and understanding of the process, **Mayor Weber voted for the motion to apply for funding from TURA. Motion carried four-to-three (4-3).**

X. LEGISLATIVE

a) **Resolution 1615—City Manager Wyntergreen** explained that this resolution would amend the Employee Handbook as adopted in Resolution 1586. The amendment is to allow for the recent adjustments to healthcare coverage and benefits. **Councilor Sandusky moved to adopt Resolution 1615, a Resolution Revising the City's Employee Handbook of Proced8res and Conditions of City employment of the City of Tillamook, and Amending Resolution No. 1586. Councilor Martin seconded. Motion carried unanimously by Council seated.**

XI. COUNCIL CONCERNS

a) **Councilor Forster** expressed a concern regarding a rumor about the dirt piles a the old Safeway demolition site. The dirt is not simply there to cover the asphalt, it will be used to fill and grade the surface once the asphalt is removed. He also assured the citizens that the issue of illegal fireworks is being brought to the Public Works Committee for discussion. **Forster** also explained a dilemma that the local timber industry is facing with the opportunity to export logs overseas for processing. Exporting timber will have a huge impact on local mills—driving their costs up significantly. He encouraged everyone to sign a petition against the initiative and keep Oregon's timber local.

XII. MONTHLY REPORTS

a) **Police Chief—Police Chief Wright** was present to answer any questions. His report was submitted in the Council Packet.

b) **Public Works Director**—City Manager Wyntergreen noted the demolition is underway; the asphalt will be removed at a later date with the project concluding by October. There have been a few glitches on the Third Street project, including extra coordination with the County and telephone company for realignment of water lines.

c) **City Planner—Mayor Weber** stated that she wrote a letter to the Planning Commission to begin looking at the Town Center Plan for design standards and murals. She also met with the Commissioner regarding the Comprehensive plan. Sign standards and enforcement were discussed among the Council. As the codification is finalized, it will shed some light on where Ordinances may need revision.

d) **Finance Office**—The Finance Officer's monthly report was included with Council packets.

e) **City Manager—City Manager Wyntergreen** stated that the RARE Student interviews would be this week. Once selected, the intern will be with the City for 11 months to work on various projects and plan implementation. He has been working with the Chamber to revise the TRT allocation contract from 1% to 1.8% of total TRT funds. **Wyntergreen** asked for direction on whether to have two contracts—the old and new, or to consolidate the terms and move forward. The Council reached a consensus to have a new contract for simplicity. He also reported that the State is modifying its process for road project funding for 2018. The changes require an application by October 1, 2012 to be eligible.

f) **City Recorder—City Recorder Donowho** reminded the Council to have all election forms turned in to City Hall by August 15th in order to obtain signature verification from the County Clerk. She also asked the Council to confirm whether or not they will attend the LOC conference in September.

g) **Mayor—Mayor Weber** asked the Council to take note of the plantings at Sue H. Elmore Park and the Transportation District—they are beautiful. She expressed thanks to Hidden Acres for their work. She has received good reports regarding the Public Market's Street Fair and the Farmer's Market this summer. Also of note was the excellent landscaping on First Street that Terry Phillips has in front of his business and home. She was informed that the Blue Heron will no longer have a fireworks show for the 4th of July. ODOT Stakeholders are meeting to discuss the Highway 101/Highway 6 project. The Mayor attended the tsunami warning siren meeting where the majority of Tillamook County was represented. There are problems with some sirens and alternate avenues of warning are being investigated.

XIII. COMMITTEE REPORTS

a) **Personnel Committee—Councilor Sandusky** stated that the Committee reviewed the health insurance changes as previously addressed in the resolution passed tonight.

b) **Beautification Committee—Councilor Forster** reported that there was no quorum, so no action items were discussed. The Tour des Trees was elaborated on for the Committee.

XIV. 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

BATCH TYPE	DATE	CHECK RANGE	AMOUNT PAID
A/P Batch	07/16/2012	32423-32514	$ 134,010.56
Special Batch	07/02/2012	32419-32422	$ 12,638.00

XV. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **8:59 p.m.**

Minutes approved by:

Suzanne Weber Aug. 20, 2012

Suzanne Weber, Mayor Date

Minutes submitted by:

Abigail Donowho 8/20/12

Abigail Donowho, City Recorder Date