CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Monday, August 6, 2012

I. EXECUTIVE SESSION

II. 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**.

III. ROLL CALL

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

Mayor Suzanne Weber
Councilor Joe Martin
Councilor Cheryl Davy
Councilor Steven Forster
Councilor John Sandusky

Absent:

Councilor Matt Harris (Excused)
Councilor Doug Henson (Excused)

Staff Present:

Paul Wyntergreen, City Manager
Abigail Donowho, City Recorder

IV. AGENDA

The posted agenda for the meeting of August 6, 2012 is attached and by this reference is made a part of the record.

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

a.) Resolution 1616 (Exhibit A)
b.) A/P Batch (Exhibits B)
c.) ODOT Presentation to City Council

VI. MINUTES

Council minutes for the June 26, 2012 Special City Council Meeting, and the July 16, 2012 Regular City Council Meeting were provided in Council Packets. City Recorder Donowho noted that her name was omitted from the "staff present" section and asked for that amendment. **Councilor Sandusky moved to approve the minutes for June 26, 2012 and July 16, 2012. Councilor Forster** noted that he had been unable to review the minutes for the July 16th meeting due to their not being present in the packet. **Donowho** offered that the copier had been acting up and that the entire packet had been emailed on Friday. **Forster** asked for more time to review the July 16th minutes as he was unable to check his email due to technical issues with the server. **Councilor Sandusky amended his motion to approve the minutes from the Special City Council meeting of June 26, 2012. Councilor Forster seconded. The minutes for the Special City Council meeting were approved as submitted in Council packets unanimously by Council seated.** The Regular City Council meeting minutes of July 16, 2012 will be addressed at the second meeting in August.

VII. PRESENTATIONS

a) **Beautification Award**—**Mayor Weber** announced the winner of the July 2012 Beautification Award. Kenzie's Closet on Main Avenue was nominated by Councilor Harris for façade improvements to the property downtown. She also showed Bob's Barber Shop Award for the month of June.

b) **ODOT—Larry McKinley and Bill Johnston** of ODOT brought a presentation to the Tillamook City Council for the Highway Project to start in the summer of 2015. They explained the project and showed conceptual designs and timelines. Construction will last approximately three years and cost $27M.

VIII. CITIZENS HEARING/AUDIENCE COMMENTS—

Tilda Chadwick Jones of 7650 Fairview Road came forward with a concern about the ODOT project. She referred to page 4 and the last meeting held for the community had regarding the project. The Committee only had 7 out of 15 members vote on the decision. She expressed her concerns about the businesses and jobs lost. She wants to know how the Council feels about the project—why the only voters were staff members, not the Council. **Mayor Weber** noted that the Council has not voted, but sent representatives to stakeholder meetings, and that staff had conveyed the wishes of the Council. **Councilor Forster** noted that each Council Member had also given an individual "nod" of approval for the project. **Councilor Sandusky** stated that the City Council was instrumental in obtaining the funding in the first place. **City Manager Wyntergreen** added that it is not necessary for the Council to take action for any type of approval—that would just be a good will gesture at this point. **Mayor Weber** thanked Tilda for bringing her concerns forward.

David McCall, the new Solid Waste program manager introduced himself to the Council. He expressed that waste is a problem that we all deal with and he would like to work with us to find good solutions for both incorporated and unincorporated citizens. The City Council welcomed him to the area.

IX. NEW BUSINESS

a.) **Set Workshop to Discuss Transportation Funding Opportunities—City Manager Wyntergreen** noted a revised deadline from ODOT for the STIP funding opportunities. It has been pushed back to the end of November for funding from 2016-2018. Partnership applications are favorable. **Larry McKinley** from ODOT stated there is about $20M available for distribution. He noted that the possibility for tandem work with the ODOT roadway changes for beautification and maintenance. **Mayor Weber set the workshop for Tuesday, September 4, 2012 at 5:30 pm.**

b.) **Council Dues—City Manager Wyntergreen** explained that the Oregon Coastal Zone Management Association has sent a notice for dues that was not budgeted for this fiscal year. **Mayor Weber** noted that the work the organization does may impact the City, which our prior dues were usually to support their efforts. **Councilor Forster** asked about an appointee to the organization from the Council. No one has been involved. **Forster's** initial thought is Tillamook is not an active member, but the outcome from involvement would be good as neighbors and citizens are impacted. He believes it is time to become active. **Wyntergreen** explained the dues budget. **Councilor Sandusky** expressed his preference to stick with what was budgeted. **Councilor Forster moved to pay the dues to the Oregon Coastal Zone Management Association and appoint a councilor to represent the City. Councilor Martin seconded. Motion tied two-to-two (2-2) nay votes being cast by Councilors Davy and Sandusky. Mayor Weber cast a nay vote to break the tie stating that the City should take a one-year break from the Association. Motion failed, three-to-two (3-2).**

X. PENDING BUSINESS

a) **Chamber Agreement—City Manager Wyntergreen** referred to the drafts in the packet—the City's agreement as of last Thursday, and then Friday's Chamber Meeting counter offer. All parameters were met in the draft, including the new amount, a clause to keep the prior contract amount if the baseline is not met, and the accountability that is desired. **Jennifer Purcell**, Chamber of Commerce Board President thanked the Mayor and City Manager for the collaborative effort of the document for contracted services and expected outcomes. She explained the changes that the Chamber is proposing. **Councilor Davy** suggested the report date should be May 15th to provide for the 45 days before the end of each fiscal year for the City. **Councilor Forster** asked for clarification on who decides benchmarks. **Purcell** stated it would be mutual. **Councilor Sandusky** stated it looks good. **Purcell** added that the Chamber Board voted Friday, and agreement passed unanimously. **Councilor Sandusky moved to direct the Mayor to sign the Tourism Agreement Number 5 between the City of Tillamook and the Chamber of Commerce as amended this evening. Councilor Forster seconded. Motion Carried unanimously by Council seated.**

Councilor Forster asked Purcell about a plan for the loss of a motel and how they will move forward. **Purcell** stated the Chamber is interested in actively working together for a solution to the loss and the change process.

XI. LEGISLATIVE

a) **Resolution 1616—City Manager Wyntergreen** noted that the old step schedule had been thrown out with the last handbook adoption. After trying ranges, the Personnel Committee wanted to reinstitute a salary schedule. He explained the salary scale presented with the resolution. **Councilor Davy** asked to postpone the decision to a later date. **Councilor Sandusky** reported on the intent of the Personnel Committee. **Councilor Forster** expressed his concerns and relayed that the contracted longevity pay should be addressed. **City Recorder Donowho** stated that in order to be timely with longevity pay the decision should be made before the end of October for longevity pay. **Councilor Forster moved to refer Resolution 1616 back to the Personnel Committee on September 11th to make a decision for the September 17th City Council Meeting. Councilor Davy seconded. Motion carried unanimously by Council seated.**

XII. COUNCIL CONCERNS

a) **Councilor Martin** noted that the City Hall is currently closed at 4pm and calls are not answered.

b) **Councilor Davy** talked the Mook Mate Mentor Program. It is a good opportunity for adults to share college information and other skills with high school students. Contact Sheryl Robertson at 503-842-2566 for more information. She passed out a leaflet with the Program's information to the Council. **Davy** also talked about the curbside recycling initiative and proposed a competition between wards to encourage more utilization of the service. Councilor Martin expressed that he has witnessed the recycling items being disposed of with the garbage. **Davy** also noted the article in the paper about the elk on the Port property and would encourage it as a positive thing, not negative.

c) **Councilor Forster** attended the annual car show at the Air Museum and said it was fantastic to see the former Mayor of Bay City, Bub Simmons, in a convertible. Moonlight Madness was also encouraging to see the city bustling.

d) **Councilor Sandusky** announced that the new class schedules for fall term are now published for TBCC. This is a month and a half before the term starts, so he encouraged students to register sooner rather than later to get into the classes they want or need.

XIII. MONTHLY REPORTS

a) **Police Chief—Police Chief Wright** included a report with Council packets. **Mayor Weber** noted they are working on issues with junk, debris, and inoperable vehicles. **City Manager Wyntergreen** also added there is another candidate in the final testing stages for the Police Officer position. The Emergency Operations plan update is also underway.

e) **City Planner—Planner Mattison** included a report with the Council packets. **City Manager Wyntergreen** added that the Planning Commission held a hearing on the comprehensive plan and amendments. The plan has had a big overhaul and is much more comprehensive and readable.

f) **Mayor—Mayor Weber** stated that Lynda Casey retired at the end of the month. Municipal Court is now consolidated with the County Justice Court. She was stopped on the street due to the recent increase in water rates. Although the increase was discussed when the lawsuit was decided, no additional notice had been sent. She and the City Manager had an opportunity to take a forest tour for stream enhancements, stabilization, parks opportunities, up to Salmonberry and Cook Creek. This gave them a vision of what the "Rails and Trails" could be like. The level of interest is high—there were 13 vans full of people on the tour. **Wyntergreen** added that the State Parks recreational trails are meeting at Cape Lookout to see what can happen on a regional scale. **Mayor Weber** announced that the STIHL Tour des Trees went very well. The riders' ranged in ages from 14-75. The Tree Fund President and CEO, Janet Bornancin, encouraged the Mayor to look at trees and how they could help us, and to put together an application for tree fund money.

The Mayor received two letters from kids with junior livestock auction animals at the County Fair. On August 10th at 6:00 p.m. the 4-H Club will hold a Junior Livestock Auction. She stated her appreciation of the work the Council is doing and said , "We've come a long way (and still have a long way to go)." She also appreciates the efforts of the staff and the hard work that is done.

XIV. COMMITTEE REPORTS

a) **Associations Committee—City Manager Wyntergreen** mentioned the kick-off meeting for an economic opportunities analysis—a study of the Central Tillamook region. If there are any key players to be interviewed for the analysis, please let Paul know. The study will show how the area can work together as one cohesive unit for the good of the community.

b) **Personnel Committee—Councilor Sandusky** reported earlier in the meeting with the discussion of Resolution 1616.

XV. CORRESPONDENCE

a) **Thank You from June Dairy Parade and Festivals Committee**

XVI. 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
Special Batch	07/18/2012	71712	$ 4,356.14
A/P Batch	08/03/2012	32515-32590	$ 223,406.84

XVII. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **9:08 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