

**TILLAMOOK CITY COUNCIL MEETING  
MONDAY, JANUARY 5, 2009 - 7:30 P.M.  
CITY HALL, 210 LAUREL AVENUE**

**OATH OF OFFICE:**

**Sorensen** issued the Oath of Office to re-elected Councilors Joe Martin (Ward 1) and Suzanne Weber (Ward 3). John Sandusky, newly appointed Councilor for Ward 5, was also sworn in.

**CALL TO ORDER/FLAG SALUTE:**

**Mayor McPheeters** called the regular City Council meeting to order at 7:30 P.M. with **Councilor Sandusky** leading the Pledge of Allegiance.

**ROLL CALL:**

**Those present for roll call:**

Mayor Bob McPheeters  
Councilor Joe Martin  
Councilor Carolyn Decker  
Councilor Suzanne Weber  
Councilor Susie Coughlan  
Councilor John Sandusky  
Councilor Willard Berry

**Absent: None.**

**Staff Present:**

Mark Gervasi, City Manager  
John Putman, City Attorney  
Arley Sullivan, Public Works Director  
Terry Wright, Chief of Police  
Bernadette Sorensen, City Recorder

**AGENDA:**

The posted agenda for the meeting of January 5, 2009 is attached and by this reference is made a part of the record.

**ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:**

(Copies attached)

1. Voucher Register for current bills to be reviewed for payment.
2. Letter from Flood Mitigation Plan Steering Committee members regarding the hiring of a facilitator. (Exhibit A)
3. Committee report from Councilor Decker and Weber on committee selection and design. (Exhibit B)

**MINUTES:**

Council minutes of December 15, 2008 were not available at this time.

**PROCLAMATION:       None.**

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**MONTHLY REPORT:**

**City Manager:**

- Lease Agreement draft received from the Transit District and being reviewed by the City Attorney. Work session regarding Lease Agreement was set for January 20, 2009 at 5:30 p.m.
- Working on the Employee Handbook.
- Reimbursement District Ordinance needs to be placed on the 2009 Strategic Plan for council review and approval.
- Nothing to report on Holden Creek.
- Will be reviewing two RFP's from consultants to help the City with Oregon Solutions Project #4 for a needs assessment and economic opportunity analysis of areas impacted by flood waters in the N. Hwy. 101 area.
- 4-way stop is in at Third Street and Stillwell Avenue.
- Staff is preparing comments on the new PUD Franchise Agreement and will ask for legal review by the City Attorney. Item to be discussed during the workshop on January 20, 2009.
- Staff will be working on a list of possible Public Works projects for submission for the 2009 Federal Economic Stimulus funding.

**Public Works Director:**

- **Water Dept.** has hired a new employee to replace an employee who resigned. They are having trouble keeping the impoundment ponds clear of silt and debris as the storm events move through.
- **Street Dept.** crew did a nice job putting up the archway at the south entrance to town. Kudos to Charter Cable for their help.
- **Sewer Dept.** working closely with Big River Construction staff is solving plant start-up issues.
- Awarded an SCA grant for 1<sup>st</sup> Street from Main Avenue to Elm Avenue.

**Chief of Police:**

- Will receive barricade/sign utility trailer soon for all city departments to use.
- Shop with a Cop went well with 31 youth and 31 law enforcement officers participating.
- Cadets and department personnel partnered with Tillamook Kiwanis and provided 24 baskets of food and presents for 60 children. Through the Kiwanis and cadets, as well as Shop with a Cop, they also provided presents for the children of Woodburn Police Chief Scott Russell.

**Councilor Martin** said the barricades were nice but a sign saying "Road Closed" was still needed. Chief Wright said he has the signs but wasn't able to connect with the Street Department that night.

**Sorensen** asked the council whether or not they wanted to proceed with the Gas Tax Referendum for the March election. Deadline for filing is Thursday, January 8, 2009. **City Attorney Putman** said that Council has already taken action to place this on the March ballot. Council discussed rescinding the prior action. **Councilor Weber** brought up the point that the price of asphalt is not going down and the potholes are not going away. She recommended putting it on the ballot and leaving the decision to the voters. The consensus of the Council was to proceed with the Fuel Tax Increase on the March 2009 ballot and file the appropriate paperwork with the County Clerk's office by Thursday.

**OTHER:**

**Sorensen** said that due to inclement weather judging for the Christmas Decorating Contest was held after the last council meeting. She announced the winners who received their prizes already.

<b>Residential:</b>	1 <sup>st</sup> Place	Jerry & Gloria Hornbeck	816 Beachwood Avenue
	2 <sup>nd</sup> Place	The Palter Family	East Third Street
	3 <sup>rd</sup> Place	Janice Bohnke	8 <sup>th</sup> Street between Miller & Park Avenue

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**Commercial:** 1<sup>st</sup> Place Jim Kephart Floor Covering 2111 3<sup>rd</sup> Street  
2<sup>nd</sup> Place Blue Heron French Cheese 2001 Blue Heron Drive  
3<sup>rd</sup> Place Diamond Art Jewelers 307 Main Avenue

### PUBLIC HEARINGS:

1. **CITIZEN HEARINGS - NON-AGENDA ITEMS:** NONE.

2. **COUNCIL CONCERNS - NON-AGENDA ITEMS:**

**Councilor Berry** discussed the problem of flooding at the Kilchis House parking lot. He proposed the solution is to open up the culvert. The culvert is damaged and undersized. He mentioned that the ditch is now a creek and should be named Marolf Creek. **Sullivan** explained that the ditch belongs to the county. He also explained that flooding in the parking lot of the Kilchis House is because of how it was built and the elevation of the drain. **Councilor Sandusky** serves on the Kilchis House board of directors and offered to let Sullivan look at the blueprints on the Kilchis House parking lot.

3. **TBHEID – CITY FLOOD MITIGATION PLAN STEERING COMMITTEE AND FACILITATOR**

**Mayor McPheeters** recognized Don Hurd who referenced a letter (Exhibit A) provided to the Mayor and Council on the concerns of certain members of the Flood Mitigation Plan Steering Committee. The members wished to be included in developing the scope of work and hiring a facilitator via public bid and public hearing. Tilda Jones, TBHEID staff read letter in its entirety into the record. **Mayor McPheeters** explained that three sources were contacted for a bid. University of Oregon was unable to provide the services requested for at least a year, Portland State University could provide the services for \$65,000 and Vicki Goodman (recommended by Mary McArthur who originally was solicited) at a price of \$30,000. Oregon Solutions has agreed to pay \$25,000 of that cost and Tillamook Estuary Partnership (TEP) has been approached for a donation not to exceed \$3,000. Goodman's contract will be before the City Council on the January 20<sup>th</sup> agenda.

PERMITS & LICENSES: NONE

### COMMITTEE REPORTS:

**Councilor Weber** reported to Council on the overall review of committees by her and Councilor Decker. They propose six standing committees – Personnel, Beautification & Parks, Finance, Public Safety and Public Works (streets, trees, water, and sewer) and Flood Mitigation Steering and Oversight. (Exhibit B) They suggest a two-year term on any committee. Appointments to committees would be discussed every January. Beautification would become an active committee by Council approval. They also suggest that Council look at committee structure in the coming year and finalize these recommendations. Council notebooks need to be updated to reflect these changes. Mattison and Sorensen updated committee bylaws a few years ago and that needs to come before Council. **Weber** asked that committee structure be included in the workshop scheduled for January 20<sup>th</sup> at 5:30 p.m.

Beautification will have another meeting on January 21<sup>st</sup> to discuss the Dean property. The trees have arrived for the site. She and Councilor Decker are going to look at benches for the site.

NEW BUSINESS: NONE.

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## LEGISLATIVE

1. **ORDINANCE AMENDING ORDINANCE NO. 1206 RELATING TO GENERAL OFFENSES, DEFINING NUISANCES; PROVIDING FOR THEIR ABATEMENT; PROVIDING PENALTIES; AND REPEALING ORDINANCE NO. 1217 – SECOND READING**

Councilor Sandusky moved for the second reading of Ordinance No. 1206 relating to general offenses by title only. Councilor Weber seconded the motion. Motion carries unanimously by Council seated. Sorensen read the ordinance by title only. Motion carried and the ordinance was adopted by the following roll call vote.

Councilor Martin	Aye	Councilor Coughlan	Aye
Councilor Decker	Aye	Councilor Sandusky	Aye
Councilor Weber	Aye	Councilor Berry	Aye

2. **RESOLUTION AUTHORIZING AN INTERFUND CAPITAL LOAN FROM THE WATER FUND TO THE SEWER FUND TO CORRECT COST OVERRUNS IN THE CAPITAL OUTLAY CATEGORY OF THE SEWER FUND DURING FISCAL YEAR 2008-2009.**

Gervasi gave the Council an overview of the circumstances leading up to the resolution. Documentation included in Council packets.

Councilor Weber moved to approve a resolution authorizing an interfund capital loan from the Water Fund to the Sewer Fund to correct cost overruns in the capital outlay category of the Sewer Fund during FY 2008-2009 with the removal of the typographical (brackets and parenthesis) error appearing on Section 3 of the resolution mentioned by City Attorney Putman. Councilor Berry seconded the motion. Motion carried unanimously by Council seated.

3. **2008 STRATEGIC PLAN**

Gervasi went over the 2008 Strategic Plan with the Council. Page one is done. The following items he would like moved to the 2009 Plan – 1.6, 2.1, 2.3, 3.1, 3.2, 3.3, 3.6, 4.1, and 4.2. The following items he would like Council to consider removing from the plan – 3.4, 5.7.

**FUTURE BUSINESS ITEMS:**

- **TCTD** – Lease agreement work session scheduled for January 20<sup>th</sup> at 5:30 p.m.
- **Tillamook PUD** – Franchise Agreement work session on January 20<sup>th</sup> at 5:30 p.m.

**MAYOR'S REPORT:**

Mayor McPheeters told Council of projects coming out of Washington, D.C. and Salem with regards to the roads, infrastructure and jobs. He mentioned that the 2010 census is approaching.

**AUTHORIZATION TO PAY BILLS:**

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The Finance Committee had reviewed the current bills prepared for payment. **Councilor Martin moved to pay the bills approved by the Committee. A second was made by Councilor Weber. Council seated approved the motion unanimously.**

Bills were paid in the following total amount. A copy of the voucher register is attached and by this reference is made a part of the record.

**GENERAL CHECKING ACCOUNT**

<b>Special Batch 12/16/08</b>	<b>Check #25846</b>	<b>\$529,315.42</b>
<b>Special Batch 12/23/08</b>	<b>Check #25847 – 25850</b>	<b>\$ 5,921.89</b>
<b>A/P 1/5/09</b>	<b>Checks #25851 – 25920</b>	<b>\$ 71,063.59</b>

**ADJOURNMENT:**

**There being no further business Mayor McPheeters adjourned the meeting at 9:36 P.M.**

**APPROVED:**

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**Mayor**

**ATTEST:**

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**City Recorder**