

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, OCTOBER 5, 2009
CITY HALL, 210 LAUREL AVENUE**

WORKSHOP: City Council workshop at 6:30 P.M. at 9-1-1 Center to discuss Incident Command Team and Emergency Management during disasters.

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:30 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Mayor Bob McPheeters
Councilor Joe Martin
Councilor Carolyn Decker
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky

Absent:

Councilor Willard Berry (excused)

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 October 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.

MINUTES:

Council minutes of August 3, 2009, September 8, 2009 and September 21, 2009 were available and included in Council packets.

Councilor Sandusky moved approval of the minutes of August 3, 2009. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.

Councilor Weber moved approval of the minutes of September 8, 2009. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

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Councilor Decker moved approval of the minutes of September 21, 2009. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.

PRESENTATION: NONE.

Melanie Olson, OECDD was absent so her presentation on the Oregon Main Street Enrollment will be held on a future date.

MONTHLY REPORT:

City Manager:

- Reported that City Attorney Putman has prepared a letter on possible mediation for the lease agreement with the Tillamook County Transportation District. He passed the letter to the Council for their signatures.
- Updated the Council on the WWTP project. Paving of the road should be soon. Anticipated date of completion is the end of October 2009.
- Ordinance amendment to ward boundaries and map first reading will be held on October 19, 2009.
- DEQ additional SRF loan of \$2,457,389 for the WWTP project is part of the Legislative portion of the agenda tonight.
- Working on Consent Annexation project with possible hearing scheduled for November 2009.
- League of Oregon Cities has updated their model Employee Personnel Handbook and he hopes to have a draft ready for the Personnel Committee soon.
- Street lights for the Brookfield Meadows subdivision is underway. Funds are budgeted for this fiscal year for the 11 lights.
- Reported he would be attending a meeting with consultants Johnson Reid on October 6, 2009 to review their work on Oregon Solutions project #4.
- Attached a monthly report from City Planner Mattison.

Police Chief:

- October 1, 2009 all traffic fines go up \$45.00.
- Department has been busy with required training.
- Received 2009 Legislative Report on all new law changes. Wright will provide an update in the near future.
- Invited Council to 9-1-1 building on October 8, 2009 at 1 p.m. for first meeting on winter preparation.
- On Wednesday, October 7th at 5:30 p.m. Police Department will hold a Tree Planting ceremony at the Police Station. The tree is being dedicated to victims of domestic violence.

Public Works:

- **Water** – They had the first acid wash cleaning to our chlorine generator unit. The system works well and they hope to install one at the WWTP someday. Lyda attended school to renew his Backflow Tester and Backflow Specialist licenses. Crew has started painting the shop building at Birch Avenue and Second Street.
- **Street** – Volunteers worked at several of the city parks to assist the Street Dept. crew. Street marking/painting is done for the season.
- **Sewer** – Installation of the new WWTP outfall is complete. They have about 400' of fence to install and some trees and they should be done. Roadway work has been done in preparation of A/C asphalt lying around the new plant.
- **Sullivan** reported that he has finalized the SCA grant drawings for the State and will be sending them off soon along with the reimbursement request for the grant. He has also completed a sidewalk survey of Main and Pacific from Fifth Street to Twelfth Street. He is now working on drawings for the City Manager showing the results of the survey.

Municipal Court Judge: Report included in packets.

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PUBLIC HEARINGS:

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

2. COUNCIL CONCERNS - NON-AGENDA ITEMS: NONE.

PERMITS & LICENSES: NONE

COMMITTEE REPORTS: NONE

NEW BUSINESS:

• **TRANSIENT ROOM TAX GRANT AWARDS**

Mayor McPheeters said the applicants who were present would be given three minutes to talk about their request and answer any questions from the Council. Chair of the committee **Councilor Sandusky** called in no particular order the following applicants.

NAME	ORGANIZATION	AMOUNT REQUESTED
Doug Henson	2 nd Street Public Market	20,000
Virlisa Brown	Coastal Fire Glassworks	5,000
Elaine Faulkner	Divine Burger Bistro	7,500
	Have a Cow Project	3,000
Carol Weber	Latimer Quilt & Textile Center	10,000
Marianne Gienger	Monday Musical Club	5,000
Jeri White	North Coast Seafood Festival	5,000
Jessica Pastega	Blue Heron French Cheese Co.	5,000
Susi Teninty		20,000
Michelle Forster & Mike Oliver	Tillamook Air Museum	10,000
Andy Neal	Chamber of Commerce	61,000
Jerry Underwood	Tillamook County Fairgrounds	3,500

Councilor Sandusky responded to a question from the audience regarding the process of how the committee came up with who and how much. He said staff had prepared a list of applicants, the amount they requested. The committee went through each application. Requests were for \$191,572 from the 16 applicants. Committee adjusted at 50% and then further adjusted as the discussions allowed.

NAME	ORGANIZATION	AMOUNT REQUESTED
Gary Albright	Tillamook County Pioneer Museum	6,272
Teri Fladstol	Latimer Quilt (Tillamook County Trail Project)	10,000
Farrah Reagan	Tillamook Farmers' Market	12,500
Elroy Thompson	Tillamook Jr. High School Student Ambassadors	2,800

Councilor Sandusky prepared to read the dollar assignments recommended by the committee to the Council. **Councilor Forster** declared a possible conflict of interest because of his wife's position at the Tillamook Air Museum. However, she is not directly benefiting from the TRT funds. **Councilor Weber** also mentioned that she was a member **Tillamook City Council Meeting**
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of the Latimer Quilt & Textile Center, she is involved in the planning of what the Air Museum is doing for their project; she is co-chair of the Tillamook Trail Project. **Weber** announced that she received no monies for her involvement in the community.

Councilor Forster said that the amounts requested tonight are not the actual amounts the City could receive. **Gervasi** said we hope those dollars budgeted will come in but there is no guarantee.

Councilor Sandusky said the committee has two recommendations for the Council. One is a list of dollar amounts for most of the organizations. The amount available for funding is \$ 61,504. The amount requested is for \$ 191,572. The funding recommendation is as follows:

ORGANIZATION	AMOUNT RECOMMENDED
2 nd Street Public Market	10,000
Blue Heron French Cheese Co.	2,500
Coastal Fire Glassworks	-0-
Divine Burger Bistro	-0-
Have a Cow Project	1,500
Latimer Quilt & Textile Center	5,000
Monday Musical Club	2,500
North Coast Seafood Festival	2,500
Susi Teninty	-0-
Tillamook Air Museum	5,000
Chamber of Commerce	14,604
Tillamook County Fairgrounds	2,500
Tillamook County Pioneer Museum	3,000
Latimer Quilt (Tillamook County Trail Project)	5,000
Tillamook Farmers' Market	6,000
Tillamook Jr. High School Student Ambassadors	<u>1,400</u>
Total	61,504

The committee's second recommendation is that Council look at increasing the Transient Room Tax an additional 1% with the increase dedicated to support the Chamber of Commerce.

Councilor Forster moved approval of the committees' recommendations listed above for a total of \$ 61,504. Councilor Sandusky seconded the motion. The motion carried unanimously by Council seated.

Councilor Martin suggested the Council hold a workshop on the 1% increase to the Transient Room Tax. Consensus of the Council was to hold a workshop.

- **WARD COUNCIL ANNUAL MEETINGS** – **Gervasi** said this was his idea to take Council meetings to the different wards. No decision is needed at this time. It is something to think about.

OLD BUSINESS:

- **Update on the City of Tillamook/Tillamook County Transportation District lease.** **Gervasi** said that the City Attorney has prepared a letter to the Tillamook County Transportation District Board regarding the Memorandum of Agreement and mediation. The letter is for all Council signatures.
- **Gervasi** said that an article in the Sunday Oregonian newspaper named Tillamook County as one of the desirable places to spend your "golden years."

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LEGISLATIVE

1. WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT AMENDMENT NO.7 TO SRF LOAN R91567 TO INCREASE THE LOAN BY \$ 2,457,389.

Gervasi briefed the Council. Staff recommends Council approve the resolution and the Oregon DEQ SRF loan Agreement No. R91567 – Amendment No. 7 in the amount of \$ 2,457,389 and requests the Mayor to sign the resolution and loan amendment.

Councilor Weber moved that Council approve the resolution and the Oregon DEQ SRF loan Agreement No. R91567 – Amendment No. 7 in the amount of \$ 2,457,389 and requests the Mayor to sign the resolution and loan amendment. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

2. CITY OF TILLAMOOK AND TILLAMOOK PUD RURAL AND SUBURBAN AREA LIGHTING CONTRACT FOR BROOKFIELD MEADOWS SUBDIVISION

Gervasi briefed the Council on the contract.

Councilor Martin moved approval of the Tillamook PUD Rural and Suburban Area Lighting Contract for the Brookfield Meadows Subdivision for the monthly charges for lighting in that area of the City and instruct the Mayor to sign the contract document. Councilor Decker seconded the motion. Motion carried unanimously by Council seated.

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

- **Gervasi** reported that the City of Tillamook was a recipient of the 2009 City County Insurance Services/League of Oregon Cities Annual Safety and Wellness Award.
- **Gervasi** said he would be calling the members of the Public Works Committee to set up a Street Committee meeting
- **Councilor Weber** asked to be excused from the meeting of October 19, 2009. Council agreed.

MAYOR'S REPORT:

Mayor McPheeters reported on the League of Oregon Cities annual conference. Of the 242 cities in the state of Oregon 130 are under 5,000 population. Networking is so important and the conference provides the latest updates on changes in legislation and information on what is happening with other cities. City of Tillamook Hospitality Room is popular with attendees and he thanked the Tillamook County Creamery Association, Werner Meats, Jon Williams of the Street Department (donated the smoked salmon), as well as staff who makes it happen.

AUTHORIZATION TO PAY BILLS:

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.

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GENERAL CHECKING ACCOUNT

Special Batch 9/22/09
A/P Batch 10/05/09

Check #27138
Checks #27139-27206

\$ 52,119.00
\$ 114,612.17

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 9:31P.M.

APPROVED:

Mayor

ATTEST:

City Recorder