

**TILLAMOOK CITY COUNCIL MEETING  
MONDAY, DECEMBER 5, 2011  
CITY HALL, 210 LAUREL AVENUE**

**EXECUTIVE SESSION:** 6:00 p.m.--Pending Litigation per ORS 192.660(2)(h)

**CALL TO ORDER:**

Mayor Weber called the meeting to order at 7:01 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Those present for roll call:

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  
Bernadette Sorensen, City Recorder  
Abigail Donowho, New City Recorder

**AGENDA:**

The posted agenda for the meeting of December 5, 2011 is attached and by this reference is made a part of the record.

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

(Copies attached)

1. "Explore Tillamook" picture of proposed signage. Exhibit A.

**MINUTES:** November 21, 2011

Minutes for November 21, 2011 were provided in Council packets. Mayor Weber noted a correction in her report that stated she had been to Salem for an Economic Development meeting. The meeting was in Tillamook. The change was noted. **Councilor Sandusky moved approval of the minutes for November 21, 2011 with the correction noted. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.**

**PUBLIC HEARINGS:**

**OLCC Application for Change of Ownership** – Pacific Restaurant, **Nelia Bautista** & Philip Bierman are co-owners of the restaurant located at the intersection of First Street and Pacific Avenue in Tillamook. **City Manager Wyntergreen** clarified that this license is only a change of ownership. **Wyntergreen** stated that Police Chief Terry Wright has recommended the OLCC license for approval. **Owner Bautista** shared with the Council that the restaurant supports and utilizes both the local fishermen and Food Roots program. Their hope is to help keep local businesses supported.

**Councilor Henson moved to accept the application for OLCC Change of Ownership permit. Councilor Forster seconded. The motion carried unanimously by Council seated.**

Mayor Weber advised Bautista she may pick up the signed permit from City Hall the following day.

**CITIZENS HEARING/AUDIENCE COMMENTS:**

**Non Agenda Items--None**

(This is the time reserved for citizens to address the Council on matters related to city government and properly the object of Council consideration. Time is limited to five (5) minutes for each speaker, unless the Council decides prior to the citizen hearings period to allocate more or less time. The purpose of the citizen hearings period is to provide citizens an opportunity to be heard by the council, primarily on issues not on the agenda).

**PENDING BUSINESS:**

**Revised Draft of TURA- City 1<sup>st</sup> Street Parking Lot Lease Agreement** –City Manager **Wyntergreen** informed the council that the draft is looking more like the Council’s original idea. With the Council’s approval, the draft is ready to be submitted to TURA for any revisions. **Wyntergreen** noted there is a difference in the fee per parking space, which will require a new resolution be brought before the council for approval and collection of a higher fee. **Mayor Weber** pointed out that the most recent fee schedule for monthly parking was instituted in 1981. Discussion regarding amending, repealing, and replacing the 1981 resolution followed. **A consensus was reached by the council to present the draft of the lease document to TURA.** **Wyntergreen** will have a resolution ready for review when the draft is ready for approval.

**NEW BUSINESS:**

**Tillamook Chamber Proposal for Signage System**—Chamber of Commerce Director **Justin Aufdermauer** presented the Associations Committee’s first project, a program called “Explore Tillamook.” It utilizes signs at local tourist attractions to guide tourists to other local offerings. Eventually the Chamber would like to see the program integrated by other cities within Tillamook County. Discussion regarding locations and content followed. **Aufdermauer** requested \$5,000.00 from the City’s Transient Room Tax fund for promotion of local tourist attractions.

**Councilor Henson** moved to utilize \$5,000.00 from the TRT fund to apply to the Associations Committee’s first project, “Explore Tillamook.” **Councilor Forster** seconded. **The motion passed unanimously by council seated.**

**Mayor Weber** gave **Aufdermauer** some information regarding a Turkey Trot promotional idea brought forward through **Alisa Jeffries**.

**Eastgate Pump Station Pump Upgrade** – **Public Works Director Arley Sullivan** explained the situation at the Eastgate Pump Station to the Council. Due to age and wear, two pumps at the south end of Meadow Avenue need to be replaced. Their initial installation was in 1967, and until now have worked effectively. **Sullivan** presented three bids, asking for the lowest of the three contracts from Correct Equipment for \$ 16,866.00 to replace the old pumps with comparable new pumps. Money is available in the Capital Improvement fund for the Sewer Department.

**Councilor Henson** moved to approve **Sullivan’s** request for the Correct Equipment bid to replace and install both pumps for \$16866.00. **Councilor Sandusky** seconded. **The motion carried unanimously by council seated.**

**Councilor Henson** asked **Sullivan** about Holden Creek and how it was affected by the recent high water. **Sullivan** answered that **Claire Thomas** took lots of tests and measured the water height. The creek seems to be able to facilitate the rise in water levels, however three more beaver dams were located that may be causing the high water by **Evergreen** and **12<sup>th</sup> Street**. **Councilor Sandusky** noted that beavers are being relocated. **Mayor Weber** added that the beavers would not be harmed in the process.

**LEGISLATIVE**

**1. Ordinance -- Second Reading for the Urban Growth Management Agreement**

**Councilor Sandusky** moved for the second reading of the Ordinance for the Urban Growth Management Agreement by title only. **Councilor Forster** seconded.

**Councilor Sandusky** moved for adoption of the ordinance for the Urban Growth Management Agreement. **Councilor Davy** seconded. A roll call vote was taken by City Recorder **Donowho**. The ordinance was adopted unanimously by the following roll call vote:

<b>Councilor Martin</b>	<b>Aye</b>	<b>Councilor Forster</b>	<b>Aye</b>
<b>Councilor Harris</b>	<b>Aye</b>	<b>Councilor Sandusky</b>	<b>Aye</b>
<b>Councilor Davy</b>	<b>Aye</b>	<b>Councilor Henson</b>	<b>Aye</b>

**2. Ordinance - First Reading of An Ordinance Annexing Territory into the City of Tillamook between Wilson River Loop Road and Schild Road**

**City Manager Wyntergreen** reviewed the ordinance with the council. The Council previously authorized the writing of a legal description in order to annex the property. In order to avoid property taxes, the property should be annexed before the end of the calendar year. **Councilor Sandusky** moved for the first reading of the Ordinance Annexing Territory into the City of Tillamook between **Wilson River Loop** and **Schild Road** in its entirety. **Councilor Davy** seconded. **The motion carried unanimously by Council seated.**

**City Manager Wyntergreen** read the ordinance in its entirety. **Mayor Weber** stated that the Council was agreeable to adopting the ordinance in a single meeting due to the urgency of the matter. **Wyntergreen** read the ordinance for a second time by title only.

**Councilor Martin moved to adopt the ordinance Annexing Territory into the City of Tillamook between Wilson River Loop and Schild Road. Councilor Henson seconded. A roll call vote was taken by City Recorder Donowho. The ordinance was adopted unanimously by the following roll call vote:**

<b>Councilor Martin</b>	<b>Aye</b>	<b>Councilor Forster</b>	<b>Aye</b>
<b>Councilor Harris</b>	<b>Aye</b>	<b>Councilor Sandusky</b>	<b>Aye</b>
<b>Councilor Davy</b>	<b>Aye</b>	<b>Councilor Henson</b>	<b>Aye</b>

**COUNCIL CONCERNS:** Non-Agenda Items

**Councilor Martin** expressed concern about heavy rains collecting on Birch Avenue. Water comes from the east and bubbles up out of drain—between 5<sup>th</sup> & 6<sup>th</sup> Streets. The **Mayor** suggested staff research the situation for alleviation. **City Manager Wyntergreen** will add the issue to the Storm Drain Master Plan in order to look at the issue for correction.

**Councilor Davy** attended the TURA meeting and is concerned about the lack of progress with the Bi-Mart store and ODOT. Can anything be done to facilitate the moving along of the process? **Wyntergreen** suggested contacting our local representative or Mark Ellsworth of the Regional Solutions team to express these concerns. He also shared after meeting with the County, that things are moving along behind the scenes as bids are out for some of the improvements on Highway 6. Regional Solutions team will be having a meeting from 11:00 a.m. to 2:00 p.m. on December 6, 2011 if any of the Councilors would like more information.

**Councilor Henson** shares in similar water issues with Councilor Martin—a drainage ditch dumping storm water on his property is causing flooding. Although the ditch should be under City care, **Councilor Henson** has been maintaining the ditch on his own for many years. He requested that the City look at the ditch and remove the alder trees that have sprouted in the ditch. He is not responsible for the ditch as a citizen. **Mayor Weber** assured him that it will be looked at.

**Councilor Henson** also attended a meeting for the Holden Creek Committee. He was glad to hear the report that high water wasn't as bad during the recent storm.

**Mayor Weber** mentioned that it has been a while since a nomination had been received from Councilors for the Property Improvement Award. **Councilor Martin** recently submitted a nomination from Ward 1 for Jane Wise's home. She was selected as December's winner. Wise will be receiving a certificate and up to \$100.00 off of her water bill. **Mayor Weber** expressed thanks to Wise for making Tillamook a better place to live.

**MONTHLY REPORTS:**

**Police Department**—**City Manager Wyntergreen** relayed that the Police Department will soon have Aaron Miller on the force from the academy, and one candidate is being checked out to take the open position left by Officer McFarland's retirement. **Councilor Forster** reminded the Council that Jan 4, 2012 is the tentative date for a Disaster Drill.

**Public Works**—**Councilor Davy** expressed concern regarding the qualified engineers needed for the project on 3<sup>rd</sup> Street. **Wyntergreen** stated that construction engineers are required by ODOT to be State approved and licensed. Our city engineer could apply and train for this certification but it is a lengthy process.

**Mayor's Verbal Report**--**Mayor Weber** shared that the playground equipment was ordered on November 16, 2011, and should be installed the first week in January. Bob Riggert has offered to pay the City's portion of the cost of the playground equipment for Goodspeed Park. **Mayor Weber** expressed thanks to Riggert for this donation as well as his many other contributions to the City.

**Mayor Weber** reported that Saturday's Tree Lighting event was successful. The City went through 325 hot dogs and three large cookers of chili. Councilor Henson emceed the event and did very well. She expressed thanks to: Barclay Heating and Sheet Metal for the sea serpent donation, Wolf Song Creations (Rhonda Wright) for designing the fixtures, Burden's Muffler and Towing for the man lift to hang lights, Safeway for the hot dogs and buns, Whiskey Creek Fish Hatchery, Doug & Julie Kettner for pictures, the Police Cadets for set up, activities, and turning on lights, Debbie Coleman for her participation with the Cadets, Officers Erica Bomar and Dustin Olson, special thanks to Chief Wright for all his efforts that are greatly appreciated, Farmer's Market for the sound system, City Hall Staff for serving, Don Averill for the stage, Kellie Trusty for the hot chocolate and coffee, the Rental Center for chairs, Home Life Furniture for Santa's chair, the Tillamook Fire Department for delivering Santa, and thanks to Santa his attendance. The pictures were wonderful! Thanks to all of the entertainers for participation and all the dance groups, singers, band, and all the volunteers who helped. Thanks to tourists and guests who contribute to TRT to enable for the community to have this event.

**Councilor Henson** truly appreciates the effort the Mayor put into the event and how it has evolved over the past 8 years due to her leadership. **Mayor Weber** continued to thank the two delightful switch-throwers—Emma Moulder and Bernadette Sorensen. **City Recorder Sorensen** gave special thanks to Tyler Akre for working hard and helping out along with the Mayor's husband—thanks to both.

**Mayor Weber** would like to request a workshop for the council in January to decide what to do with the Hoquarton Slough, Sue H. Elmore Park, and the Safeway area.

An Associations Committee meeting will be held on Thursday December 8, 2011. The Personnel Committee should schedule a meeting to go over Wyntergreen's evaluation. The committee should let Bernie know if they did not receive a copy of the evaluation.

**COMMITTEE REPORTS:**

**Urban Renewal Agency**—**Councilor Sandusky** stated that TURA met last week and looked over maps, property descriptions, and right of ways. TURA is in the process of using a consultant to make adjustments to boundaries of the UR district.

**Beautification Committee**—**Councilor Harris** reported the committee met November 22, 2011 and talked about the tree lighting event final plans, discussed a State Parks grant pertaining to Hoquarton Slough and have a general direction on what to apply for. **Harris** expressed appreciation for City Manager Wyntergreen’s work on the grant writing process. Charlie Woolridge updated the committee regarding plans for the Carlich House which is still moving forward. **City Manager Wyntergreen** reported that he is working on a grant application for Sue H. Elmore Park and should have a draft by the end of the week.

**STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:**

1. ODOT Stakeholder Advisory Meeting – December 7, 2011
2. League of Oregon Cities (LOC) Regional Meeting – December 6, 2011
3. 2011 Homeland Security Grant Agreement
4. City of Tillamook Monthly TRT Revenue Report
5. Goodspeed Park Playground Equipment Update

**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 Sandusky. 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**

Special Batch 11/30/2011	Check # 31552	\$ 100.00
A/P Batch 12/01/2011	Checks #31553-31624	\$ 111,065.00

**ADJOURNMENT:**

There being no further business **Mayor Weber** adjourned the meeting at 8:22 p.m.

**APPROVED:**

\_\_\_\_\_  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**City Recorder**